REPORTS OF OVERSIGHT COMMITTEES REPORTING DIRECTLY TO THE COUNCIL
allowed in terms of Section 8(1)(f)(b)(i) of the Rules and Orders for consideration by the Council

Agenda of the Council Meeting of the

CITY OF TSHWANE METROPOLITAN MUNICIPALITY

which will be held in the Council Chamber, Sammy Marks Conference Centre, cnr Madiba (Van der Walt) and Lilian Ngoyi (Vermeulen) Streets, Pretoria, on THURSDAY, 24 NOVEMBER 2016, at 10:00 to consider the matter as set out hereafter:

E. FROM THE SECTION 79 OVERSIGHT COMMITTEE:
HOUSING AND HUMAN SETTLEMENTS: 11 OCTOBER 2016 ................................. 4-18(10)

COUCILLOR RK MATHEBE
SPEAKER

24 November 2016
F. REPORTS TO COUNCIL

The Speaker, in terms of Section 8(1)(f)(b)(i) of the Rules and Orders, proposes to Council that the report contained in this agenda, from the Special Meeting of the Section 79 Oversight Committee: Housing and Human Settlements held on 11 October 2016, be submitted for consideration, and subsequently requests the Chair of Chairs, Alderman GC Pretorius, to present the report to Council.
REPORTS TO COUNCIL

INDEX

(The recommendations appear on the pages indicated in brackets)

E. FROM THE SECTION 79 OVERSIGHT COMMITTEE:
HOUSING AND HUMAN SETTLEMENTS: 11 OCTOBER 2016

1. Office of the Speaker
(From the Section 79 Oversight Committee:Housing and Human Settlements: 15 October 2016)

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COUNCIL AGENDA: CITY OF TSHWANE METROPOLITAN MUNICIPALITY:
24 NOVEMBER 2016

REPORT TO COUNCIL

JRK THEMA (012 358 1723)
COUNCIL: 24 November 2016

1. OFFICE OF THE SPEAKER
OVERSIGHT REPORT ON THE PERFORMANCE AND CHALLENGES OF THE
DEPARTMENT OF HOUSING AND HUMAN SETTLEMENT DEPARTMENT FOR
2011-2016 TERM AND 2016/17 PROCESS PLAN OF THE COMMITTEE
(From the Section 79 Oversight Committee: Housing and Human
Settlements: 15 October 2016)

1. PURPOSE

To update members of the Section 79 Oversight Committee: Housing and Human
Settlement on performance of the Housing and Human Settlement Department for
2011-2016, highlighting challenges experienced and recommendations to resolve
outstanding issues.

2. STRATEGIC OBJECTIVES

The Strategic Objectives (SO) addressed in this report are:

SO4: “Promote Good Governance and Active Citizenry”
SO5: “Improved Financial Sustainability”

3. BACKGROUND

The oversight activities of the Housing and Human Settlement Committee for the
period under review were informed by activities of the department in the Council
tenure (2011-2016).

The mandate of the Committee is to scrutinise performance of the department,
ensuring that there is monitoring and evaluation on operational efficiencies to
appropriately respond to the service delivery agenda.

4. DISCUSSION

The Housing and Human Settlements Department of the City of Tshwane, jointly
with the Gauteng Provincial Department of Housing and Human Settlements,
provide the lower income earners with adequate, safe, affordable and sustainable
accommodation. These services are rendered in accordance with principles of
good governance, which require that services be administered in a transparent
manner, amongst others.

The oversight functions of the Committee are further guided by the Governance Model, applicable strategic objectives from the Integrated Development Plan and Vision 2055 outcomes.

The oversight findings of the Committee as outlined below, are based on observations made from inspections conducted, interactions between the Committee and department in the monthly oversight meetings and the Council resolutions which were referred to the department for implementation.

The matters which were outstanding by the end of the 2011/16 term are highlighted as challenges and recommendations to resolve these issues are outlined with specific timeframes. These challenges are further incorporated in the 2016/17 Process Plan for oversight purposes.

4.1 SUMMARY ON THE PERFORMANCE OF THE COMMITTEE IN 2011-2016 TERM

The development and adoption of the process plan has assisted the Committee to perform its oversight in a structured and efficient manner.

The Committee applied oversight on quarterly, midterm and annual performance reports of the Department; policies and by-laws; the SDBIP and IDP.

4.2 KEY DELIVERABLES OF THE DEPARTMENT FROM 2011-2016

The mandate of the department was to provide qualifying members of the community with adequate, safe, affordable and sustainable accommodation. The department has successfully delivered on its mandate by implementing the following:

a) Danville

The City provided the community with a total of 406 low cost houses and 258 beneficiaries were allocated these houses from Bethlehem, Road Reserve, Brazzaville and the Atteridgeville Demand Database. The project was rolled out as follows:

- Phase 1: (Eco Park) 110 houses were allocated.
- Phase 2: 207 low cost houses were completed but not fully allocated.
- Phase 3: 89 planned but the building has not as yet started.

The structure of the units is as follows:

- 2 bedrooms
- Kitchen and Dining room (open plan)
- Toilet with bath
b) Lady Selbourne

There are 299 units planned for allocation to beneficiaries from Concern Informal Settlement and Saulsville Demand Database. The database has 1,339 beneficiaries registered and 1,201 completed subsidy applications. In terms of the 1,201 completed subsidy applications, 511 were approved by the provincial Department of Human Settlements.

c) Saulsville Hostel

The development in Saulsville Hostel started in 1999 and it was implemented in phases, depending on availability of the budget. This project was co-funded by the Gauteng Provincial Government which built 32 units that are now completed.

The work carried out comprise of the construction of roads, stormwater drainage, water, sewer and electricity installation.

The project currently being implemented consists of Community Residential rental units (family units), broken down as follows:

- Phase 1: 104 units (Refurbishment of vandalised units)
- Phase 2: 48 units (New units)
- Phase 3: 20 units (Murray & Roberts Section of Saulsville Hostel)

The structure is as follows:

- 2 bedrooms, Kitchen and Dining room (open plan)
- Toilet with bath
- Sink in the Kitchen
- Tiled floors
- Concrete washing bath outside
- Metered Water and Prepaid Electricity
- Washing line

d) Olivenhoutbosch

The project is situated in Ward 77, Extension 60, where the land was acquired in the 2013/14 financial year from Old Mutual by the City of Tshwane, after the identified area in Mooiplaas could not be used for the housing projects due to land dolomite problems. The size of the land is 61.7 hectares and the City developed 757 individual serviced stands pending allocation.

The main contractor was Makgotamishe Building Contractors and consultants appointed for this project are Paul & Partners.

e) Nellmapius Extension 22

These are house that the City jointly with the Gauteng Provincial Department of Housing and Human Settlement built. The houses are now completed and pending allocation. The total expenditure for the project is R2,007,933.87.
f) Re Aga Tshwane Programme.

All the construction work is done by Re Aga Tshwane Team and no consultants were hired or appointed in this project as the team comprises of skilled and competent officials. Support staff was sourced from the community for installation of water reticulation metered yard connections, waterborne sanitation and toilet top structures in Phase 1 and

<table>
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<tr>
<th>PROJECT NAME</th>
<th>CONTRACTOR</th>
<th>BUDGET VALUE</th>
<th>ESTIMATED CONTRACT DURATION</th>
<th>STARTING DATE</th>
<th>COMPLETION DATE</th>
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<tr>
<td>Installation of water reticulation for metered yard connections</td>
<td>Lekhotla Construction</td>
<td>R 23,000,000</td>
<td>08 months</td>
<td>17-July-15</td>
<td>Mar-16</td>
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<tr>
<td>Waterborne sanitation and toilet top structures – Phase 1</td>
<td>Primat Construction</td>
<td>R 42,600,000</td>
<td>10 months</td>
<td>03-Nov-14</td>
<td>Nov-15</td>
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<tr>
<td>Waterborne sanitation and toilet top structures – Phase 2</td>
<td>Mivami Construction</td>
<td>R 42,200,000</td>
<td>08 Months</td>
<td>17-Jul-15</td>
<td>Jan-16</td>
</tr>
</tbody>
</table>

The project plan was as follows:

Nellmapuis Extention 24

There are 2 664 serviced stands with no formal structures. Allocation was made from the demand waiting list from Phomolong, Greenview Station Informal Settlement, covering Phase 1, 2, 3 and 4. The allocation to the approved beneficiaries was finalised on site.

The township application for formalisation was submitted and approved in 2014. Since then, the work covered comprise of construction of stormwater drainage, installation of washing lines, water reticulation with water metres, waterborne sanitation and toilets structures. Furthermore, there are streetlight poles installed. Electricity is installed, but not yet connected to the shacks because it requires a secondary sub-station for energy.

In addition to services offered, the relocated community is provided with clean drinking water and basic sanitation. There are mounted stationery water tanks erected on site at specific communal points and chemical toilets dispatched.
Nellmapius Ext 6

Re Aga Tshwane programme has planned sewer reticulation in Nellmapius Ext 6 and 21 in 1226 stands. In phase 1, sewer reticulation was completed on 647 stands. In phase 2, sewer reticulation was completed on 579 stands and the sewer pipeline installed.

Nellmapius Ext 24

Additional 2 664 stands were identified for water reticulation including metered yard connections in Nellmapius Ext 24. In phase 1, 1 342 stands were completed and the other 1 322 stands were completed in phase 2 with pipelines installed.

Mahube Ext 2

In Mahube Valley Ext 2, 137 stands were targeted for water reticulation including metered yard connections. In phase 1 sewer reticulation was connected in 50 stands. In phase 2 sewer reticulation was connected on 87 stands. The work completed comprise of 78% of the pipeline that is installed.

Attridgeville Ext 19

In Attridgeville Ext 19, Phase 1 of the project targeted 500 stands to be provided with water reticulation including meter yard connection and sewer reticulation. Ditshimega Projects and Training was appointed for installation. The excavation was very slow as a result of the hard rock found on site.

There was 5% of electricity installation completed on this project. Construction of electricity will follow the construction of water and sewer reticulation.

Olievenhoutbosch Ext 60

In Olievenhoutbosch Ext 60, electricity was connected and is now 11% completed. The project was handed over to service provider for construction purpose.

Soshanguve Block V Ext 1

In Soshanguve Block V Ext 1, 3 km roads project was done and is now 95% completed.

Soshanguve South Ext 1

In Soshanguve South Ext 1 (Plot 67), 398 stands were planned for water reticulation, including metered yard connections. Mashaipone General Construction and MM Enterprise JV were appointed to fast track the installation of services and handover was on 12 October 2015. Establishment of site is 100% completed.

g) Refilwe Manor

The City has also taken an initiative of servicing 981 stands in Refilwe and formalised it into a township. The community that was relocated to this new formalised township were only South African citizens with green bar coded identity documents. The relocation process was done through an appointed service provider who dismantled the shacks, loaded and transported beneficiaries to the new site in order to build the shacks on the allocated stand. The project provided 273 beneficiaries with 479 households, relocations were from Machaka including 31 from Refilwe Extension 5.
The relocated communities are provided with clean drinking water and basic sanitation. These include mounted water tanks erected at specific communal points and dispatching of chemical toilets.

**h) Attridgeville /Saulsville Backyard Rooms Programme**

There is also a programme called Attridgeville /Saulsville Backyard Rental rooms that the City embarked on. The City successfully built 1000 backyard units, with a toilet and shower. The purpose of this project was to eradicate shacks and enable underprivileged families to utilise them for renting, wherein the income would assist in paying for basic services rendered by the City. The area is affected by high unemployment rate and this project will bring social relief.

The structure of the backyard rental room comprises of two (2) paved and painted bedrooms with a zinc, toilet, shower and apron. Phase 2 and 3 of 1000 backyard rental rooms is planned for 2016/2017 financial year.

**i) Community Residential Units (URC’s)**

The Department made an effort in providing alternative tenure options through provisioning of Community Residential Units (URC’s) as well as social housing which benefited communities in Soshanguve; Mabopane; Winterveldt; Ga-Rankuwa Temba; Hamanskraal; Stinkwater; Kudube; Atteridgeville; Lotus Gardens; Elandspoort; Ollevenhoutbosch; Laudium; Mamelodi; Nelmapius; Eersterus; Rethabiseng and Zithobeni.

There are 48 community residential units developed wherein 1374 housing beneficiaries were allocated houses.

**j) Housing Company Tshwane**

The department from the arm of housing administration is able to fulfil its mandates through Housing Company Tshwane (HCT) which is its entity managing:

- Ellof Building (Brownfield) with 95 units and Clarina (Greenfield) with 160 units.
- Projects in Fortwest Extension 4 where 1256 units will be built and Chantelle Extension 39 where 720 units will be built. The budget to fund the entity is from the operational grant. The rental income collected from the 95 units is not enough to cover the expenses and Clarina levies is inadequate for financial sustainability.
- HCT has taken over the administration of the block of flats owned by the City in Blesbok, Bosbok, Ou and Nuwe Stalshoogte Buildings.
4.3 GENERAL CHALLENGES ON HOUSING PROJECTS

In the quest to deliver on its mandate, the department encountered the following challenges:

a) The delay in allocation of completed houses, which had a negative impact on those in dire need of safe accommodation. The delayed allocation has resulted in service delivery protest vandalism of units and illegal occupation.

b) Insufficient budget to address the need for houses and accommodation, including:
   - In Saulsville Hostel budget allocation of R25 000 000.00 was insufficient to convert hostels into family units.
   - Infrastructure upgrade of the high rise buildings, security, reticulation and shortage of staff at the buildings.
   - Storm water drainage, sewerage systems and electricity connections.

c) Low monthly rental collection at the City`s accommodation block, which is exacerbated by the increasing number of Indigents that are approved in the rental stock without accurate audit to confirm that they qualify.

d) Slow relocation processes in informal settlements.

e) The housing waiting list that is increasing as more people are registering on the National Needs Register for housing opportunities.

f) Frequent electricity disruption due to illegal connections.

g) Illegal occupation, selling and subletting of properties.

h) Delay in issuing tittle deeds to beneficiaries and unresolved estate as some are untraceable and others are deceased.

i) Handover of assets from provincial government to the City is still pending (Cross Boarder included for Mpumalanga & North West).

j) Pending accreditation level 3 is hindering the City to handle major projects.

k) The land acquisition process that is lengthy.

l) The incomplete low cost houses by the Gauteng Department of Human Settlements, with some executed by the disestablished company.

m) Slow formalization processes of townships as some are formalized but not proclaimed yet.

n) In terms of formalized ones the department has establish that the pipe jacking in Ext 21 and 24 are underneath the railway and it is unable to connect 1500 meters of 355mm diameter pipeline to the connection point.

o) The financial model on social housing is ineffective as the reconstruction Capital Grant of R125, 615.00 per unit on an income band of R2,500 – R7,500 proved to be low and construction costs are high at R400,000 per unit while rental income is low. All these factors have implications for operational costs, debt component and its repayment.
5. COMMENTS OF THE STAKEHOLDER DEPARTMENTS

Not applicable

6. IMPLICATIONS

6.1 Human Resources

There is a need for constant monitoring and auditing by the department, to ensure that relevant beneficiaries are provided with services and to avoid loss of revenue as a result of misrepresentation of facts and outdated data in the files of the department.

6.2 FINANCIAL

The implementation of housing projects is linked to budget and specific timeframes, the delayed completion of projects and allocation of houses will therefore have possible negative budget implications. The department should consider inclusion of additional funding for repairs and maintenance in the 2016/2017 Financial Year.

Projects under construction (water provision, bulk sewer and roads & storm water for low cost houses) are implemented over a multi-year plan with timelines extending up to a period of five years. The contractors should be closely monitored to ensure quality and timeous completion, in order to avoid overspending or fruitless expenditure. Constitutional and Legal Factors

6.3 COMMUNICATION

This report is for consideration and discussion in the meeting of the Section 79 Oversight Committee: Housing and Human Settlements and for adoption before submission to Council.

6.4 PREVIOUS COUNCIL AND MAYORAL COMMITTEE RESOLUTIONS

The oversight functions of the Committee are further guided by the Governance Model, applicable strategic objectives from the Integrated Development Plan and Vision 2055 outcomes.

6.5 CONSTITUTIONAL AND LEGAL FACTORS

7. CONCLUSION

The Committee has performed its oversight in line with the specific and general functions as outlined in its terms of reference. This report highlights various challenges which need to be addressed for services to be rendered within the acceptable norms and standards, as outlined by the Constitution and other legislative frameworks.

ANNEXURES:

A. Process Plan

B. Terms of Reference of the Section 79 Oversight Committee: Housing and Human Settlement.

IT WAS RECOMMENDED (TO THE SECTION 79 OVERSIGHT COMMITTEE: HOUSING AND HUMAN SETTLEMENTS: 11 OCTOBER 2016):

That the Committee adopts the attached 2016/17 Process Plan with amendments.

2. That the department submits a quarterly report, effective from November 2016, outlining its progress in addressing challenges listed in this report and performance in line with the SDBIP and budget.

3. That a quarterly report be presented to the Committee, starting in November 2016 on Re Aga Tshwane Programme, outlining a plan to fast track projects and address housing challenges.

4. That a quarterly report be submitted effective from November 2016, on joint programmes with Social Development Department and Metro Police confirming the legal occupation of housing units and updated database of indigents benefitting from the service.

5. That the department submits its control measures to ensure compliance on all construction and housing projects, in the Committee meeting of November 2016.

6. That the department submits a report highlighting title deeds issued between 2011 and 2016, outlining challenges and measures to address those challenges, in the meeting of November 2016.

7. That the department submits a report in November 2016 on the Attridgeville/Saulsville Backyard Rental Rooms, highlighting budget spent since inception and progress to date.

8. That the department submits a quarterly report effective from November 2016 on the performance of Housing Company Tshwane, stipulating challenges experienced and measures to address those challenges.
During the discussion of this item by the members of the Section 79 Oversight Committee: Housing and Human Settlements at its meeting held on the 11 October 2016, the following Councillors among others, participated:

1. Councillor S Motsaneng raised a matter of concern regarding the report that was in his opinion incomplete and requested that the report be referred back and that a comprehensive report be submitted to the Committee at the next Oversight Committee meeting in November 2016, he furthermore suggested that the department arrange a workshop regarding all the projects inclusive of a presentation to be made and the workshop to address the following:
   
   ✔ 2016/17 SDBIP
   ✔ Departmental structure
   ✔ Strategic Overview
   ✔ 2016/7 Projects and the budget
   ✔ Policies and By-laws.

2. Councillor NE Machaba of the EFF seconded the proposal made by Councillor S Motsaneng.

3. Councilor EN Nhlapo of the ANC aligned herself with the proposal made by Councillor S Motsaneng by a workshop.

4. Councillor P Zitha seconded the proposal made by EN Nhlapo.

5. Councillor MR Maake proposed that the report be adopted as it is and that a detailed report be submitted to the Committee to accommodate new Councillors, and that the department arrange a date for a workshop for the Committee and Councillors submit request to the Office of the Chairperson regarding the shortfalls in the report discussed.

Therefore the Committee resolved as set-out below:

RECOMMENDED:

1. That the Committee adopts the attached 2016/17 Process Plan with amendments.

2. That the report be approved subjects to the following:

2.1 That a comprehensive report be submitted to the Committee at the next Oversight Committee meeting

2.2 That the department arrange a workshop regarding all projects and inclusive of a presentations to be made.
2.3 That the workshop address the following:

- 2016/17 SDBIP
- Departmental structure
- Strategic Overview
- 2016/7 Projects and the budget
- Policies and By-laws.
### Second Quarter: October – December 2016

<table>
<thead>
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<th>Activity</th>
<th>Description</th>
<th>Responsibility</th>
<th>Time Frame/Target Dates</th>
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<td>Meeting</td>
<td>Reports and presentations:</td>
<td>Committee and Department</td>
<td>October 2016</td>
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<tr>
<td></td>
<td>• SDBIP</td>
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<td></td>
<td>• Business Plan</td>
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<td></td>
<td>• Departmental structure</td>
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<td></td>
<td>• Budget for 2016/17 financial year</td>
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<td></td>
<td>• Policies and By-laws</td>
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<td></td>
<td>• Committee Report for the 2011-2016 term Adoption of the Process plan of the Oversight Committee</td>
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<td>Meeting/Inspection in loco</td>
<td>Reports and presentations:</td>
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<td>• Departmental 1st Quarter Report (outlining possible budget adjustments if applicable)</td>
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<td></td>
<td>• Review of Terms of reference</td>
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<td>Inspection in loco. Objective:</td>
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<td>• Monitoring and evaluation of housing projects (progress made). Areas to be visited:</td>
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<tr>
<td></td>
<td>o Mamelodi Erf 29355 Ext 5.</td>
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<tr>
<td></td>
<td>o Nellmapius Ext 22 and Zithobeni Ext 9</td>
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### Third Quarter January – March 2017

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<td>Departmental annual report for 2015/16 financial year.</td>
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<td>Committee 2nd Quarter Report.</td>
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<td>Presentation by HCT (Progress Report)</td>
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<td>Midterm Report of the Oversight Committee and Review of the Process plan</td>
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<td>Inspection in-loco. Objective:</td>
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<td>- Check progress made on project. Area to be visited Kudube Ext 9 (Hamanskraal).</td>
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<td>Monitoring and evaluation on housing projects.</td>
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<td></td>
<td>1. Fort West</td>
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<td>2. Olivenhoutbosch</td>
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ANNEXURE B:

TERMS OF REFERENCE: SECTION 79 OVERSIGHT COMMITTEE: HOUSING AND HUMAN SETTLEMENTS

A. SPECIFIC FUNCTIONS

The Section 79 Oversight Committee: Housing and Sustainable Development has 3 functions namely:

1. Scrutinising reports in relation to its core function referred to it by Council emanating from the Executive Mayor and/or Mayoral Committee and advising Council;

2. an oversight role in relation to its core function on the performance of the executive on behalf of Council; and

3. in relation to its core function, an advisory legislative role.

GENERAL FUNCTIONS

The Section 79 Oversight Committee: Housing and Sustainable Development will be used to, in relation to its core function, strengthen Council’s oversight role on the executive and will put Council in a position to:

• Determine priority areas for oversight in respect of the said Committee (in conjunction with the Chairperson of Committees). Decisions on priority areas will be informed by research and analysis;
• Provide the said Committee with guidelines on how to deal with and implement its oversight role;
• Ensure oversight reports are written within the required format and according to approved guidelines;
• Ensure that departments, through the executive, receive resolutions on oversight reports and provide feedback within the stipulated timeframes provided;
• Evaluate the oversight process at regular and appropriate intervals;
• Monitor and evaluate the Housing and Sustainable Development Department’s performance against departmental SDBIPs and the allocated budget;
• Evaluate critical success factors; and
• Ensure that proactive and reactive investigations/inspections in loco are conducted as and when required.

PARTICIPATORY AND REPRESENTATIVE ROLE

The consideration and oversight of the Terms of Reference of this committee.
OVERSIGHT ROLE

1. The Committee monitors the delivery and output of the executive and may therefore request departments and MMCs to account on matters serving before it. In line with this responsibility, this Oversight Committee may summon MMCs to appear before them and to produce any additional documents required for clarity on matters before the Oversight Committee.

2. In performing its functions the Committee should not constrain the work of the Executive by unnecessarily delaying the tabling of reports and finalisation thereof. Similarly, members of the Executive must make themselves available, when called upon to do so, to provide clarity and/or additional information as required by the Oversight Committees.

MONITORING ROLE

The monitoring role of this Committee may be extended to:

- Convening in conjunction with the Office of the Speaker public hearings on proposed by-laws and/or policy,
- Calling for evidence, including summoning MMCs to appear before the Committee and to produce any documents required.

EXECUTIVE POWER

The consideration of any report referred to it by the Council.

ROLE OF THE CHAIRPERSON OF COMMITTEES

1. The role of the Chairperson of Committees is aimed at ensuring greater integration between Council Committees as well as efficient coordination of all Council matters.

2. The Chairperson of Committees will work closely with the Leader of Executive Business in coordinating the business of Council.

3. The Chairperson of Committees performs all her/his functions on behalf of and as directed by the Speaker.

The following are the roles and responsibilities of the Chairperson of Committees:

- Overseeing and co-ordinating the work of all Council Committees as directed by the Speaker;
- Liaise with the Executive, through the Leader of Executive Business, with regard to the coordination of Council work; and
- Assist the Speaker with the coordination of Council matters.
B. DELEGATED POWERS

The Committee has no decision-making powers. Therefore it holds a responsibility to submit reports to Council in line with the City’s legislative and policy directives.

C. REPORTING LINE

1. Reports are referred to the Committee by Council or called for during meetings by its members/Chairperson, and as initiated by the Office of the Speaker.

2. The Section 79 Oversight Committee reports directly to Council on the oversight outcomes in cases where Council had referred such reports for oversight purposes to the Section 79 Oversight Committees.

D. CUSTODIANSHIP

The Chairperson of Committees will oversee and coordinate the work of all Section 79 Oversight Committees on behalf of the Speaker.

E1. CHAIRPERSON

In terms of Section 79(2)(c) of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998), the Council "must appoint" the Chairperson.

The Chairperson shall be a full-time Councillor, and may not be a Member of the Mayoral Committee (MMC).

2. ABSENCE OF THE CHAIRPERSON

In the event of the absence of the Chairperson at any meeting of the Committee, the Chair of Chairs may chair the meeting or the Chair of Chairs or Speaker may request another available Chairperson to chair the meeting.

F1. MEMBERS

In terms of Section 79(1)(b) the Council "may appoint" the members from among the Council’s members (ordinary Councillors).

In accordance with the Hare Quota in conjunction with the Largest Remaining Formulae, Section 79 Committees comprise of 20 members (Chairperson included), proportionally composed as follows:

DA (9)
ANC (8)
EFF (2)
FF+ (1)
2. VACANCIES AND AD HOC AMENDMENTS OF MEMBERS

The filling of membership vacancies, or ad hoc amendments of members, shall be submitted to the Chief Whip of Council for immediate implementation and a report in such regard shall be submitted to Council for cognisance only.

G. QUORUM AT MEETINGS

Eleven (11) members (Chairperson included).

H. DECISION-MAKING

Decision-making shall be conducted on the basis of a supporting vote of at least a majority of the members present at the meeting.

If on any matter there is an equality of votes, the Chairperson shall exercise a casting vote.

I. PROCEDURE AT MEETINGS

Meetings are conducted in accordance with the provisions of the Council’s Rules and Orders By-laws read with any specific Council approved Policy and Procedure regarding the functioning of the Committee.

J. FREQUENCY OF MEETINGS

The Committee shall have its meetings in accordance with the Council’s Annual Programme of meetings or as otherwise determined by the Chairperson after consultation with the Speaker.

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