



**Western Cape
Government**

Human Settlements



Annual Report 2018/2019
Department of Human Settlements



Department of Human Settlements

Western Cape

VOTE 8

**ANNUAL REPORT
2018/19 FINANCIAL YEAR**



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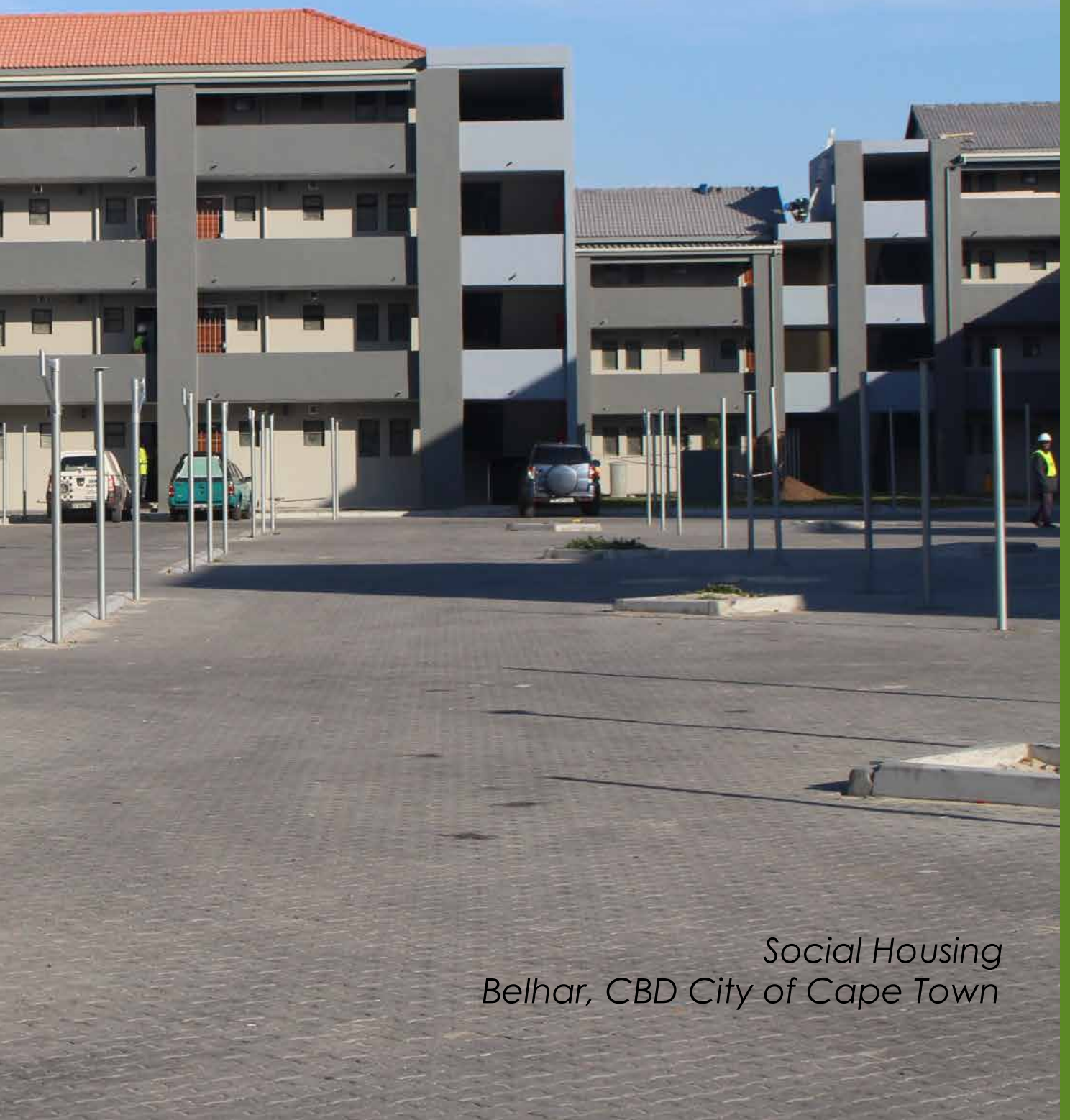
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PART A



*Social Housing
Belhar, CBD City of Cape Town*

1. DEPARTMENT'S GENERAL INFORMATION

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2. LIST OF ABBREVIATIONS

AFS	Annual Financial Statements	LUPA	Land Use Planning Approval
AGSA	Auditor-General of South Africa	MEC	Member of Executive Council
AO	Accounting Officer	MIG	Municipal Infrastructure Grant
APP	Annual Performance Plan	MTBPS	Medium Term Budget Policy Statement
BAC	Bid Adjudication Committee	MTEF	Medium Term Expenditure Framework
BCP	Business Continuity Plan	NDP	National Development Plan
BEC	Bid Evaluation Committee	NTR	National Treasury Regulations
BNG	Breaking New Ground	OHS	Occupational Health & Safety
CE-I	Centre for e-Innovation	OHASA	Occupational Health & Safety Act
CD	Chief Director	PAJA	Promotion of Administrative Justice Act
CFO	Chief Financial Officer	PC	Practical Completion
COE	Compensation of Employees	PFMA	Public Finance Management Act
CSC	Corporate Services Centre	PFS	Provincial Forensic Services
CRU	Community Residential Units	PHP	People's Housing Process
DEADP	Department of Environmental Affairs and Development Planning	PILIR	Policy on Incapacity Leave and Ill-Health
D: ERM	Directorate: Enterprise Risk Management	PPC	Property Planning Committee
DORA	Division of Revenue Act	PPP	Public Private Partnerships
DoP	Department of the Premier	PSG	Provincial Strategic Goals
DPSA	Department of Public Service and Administration	PSC	Project Steering Committee
DSOP	Departmental SHERQ Operational Plan	PSCBC	Public Service Coordinating Bargaining Council
DTPW	Department of Transport and Public Works	PSO	Provincial Strategic Objective
EAP	Employee Assistance Programme	PSRMF	Public Sector Risk Management Framework
EHW	Employee Health and Wellness	RCDC	Resilient Civic Design Collective
EHWP	Employee Health and Wellness Programme	SANS	South African National Standards
EHP	Emergency Housing Programme	SCM	Supply Chain Management
EEDBS	Enhanced Extended Discount Benefit Scheme	SCOPA	Standing Committee on Public Accounts
EIA	Environmental Impact Assessment	SDIP	Service Delivery Improvement Plan
EPWP	Expanded Public Works Programme	SHERQ	Safety, Health, Environment, Risk, and Quality
ERM	Enterprise Risk Management	SHEQ	Safety Health Environment and Quality
ERMCO	Enterprise Risk Management Committee	SHRA	Social Housing Regulatory Authority
FLISP	Finance Linked Individual Subsidy Programme	SMS	Senior Management Service
FTE	Full Time Equivalent	SMT	Systems Monitoring Tool
GAP	Governance Action Plan	TOR	Terms of Reference
GEHS	Government Employee Housing Scheme	UISP	Upgrading of Informal Settlements Programme
GIS	Geographic Information System	USDG	Urban Settlement Development Grant
GPSSBC	General Public Service Sector Bargaining Council	WCG	Western Cape Government
HDI	Historically Disadvantaged Individuals	WCHDDB	Western Cape Housing Demand Database
HOD	Head of Department	WCHDF	Western Cape Housing Development Fund
HSDG	Human Settlement Development Grant	WCHDDIP	Western Cape Housing Demand Data Improvement Programme
HSS	Housing Subsidy System	WCIHSF	Western Cape Integrated Human Settlement Framework
IDP	Integrated Development Plans	WCSD	Western Cape Suppliers' Database
IGR	Inter-Government Relations	WULA	Water Use License Application
IRT	Integrated Reporting Tool	IMF	International Monetary Fund
ISSP	Informal Settlement Support Plan	MTBPS	Medium Term Budget Policy Statement
LAA	Land Availability Agreement	NDP	National Development Plan
LCT	Legal Compliance Tool		
LRA	Labour Relations Act		

3. FOREWORD BY THE PROVINCIAL MINISTER OF THE DEPARTMENT



4. REPORT OF THE ACCOUNTING OFFICER

The 2018/19 financial year represents the last year of the five-year mandate of the provincial government. During the year under review, the Department continued to express its commitment to the Medium Term Strategic Framework (MTSF), Provincial Strategic Goals (PSG's), particularly Strategic Goal 4, as well as the National Outcomes.

The following is an account of some of the highlights experienced by the Department during the year under review in terms of its strategic objectives.

1. Enhanced efficiency and effectiveness of the provincial Department of Human Settlements

The Management Performance Assessment Tool (MPAT), which aims to assess and improve the governance structures within all Departments across the country, saw its final year of implementation during the 2018/19 financial year. This was due to a marked improvement in governance, management practices, and ultimately, service delivery. The Department, who is committed to the MPAT process, achieved a level 4 rating indicating that the Department is not only compliant but is doing things smartly.

2. Improved functionality, efficiencies of human settlements municipal support

2.1 Municipal Support

For the year under review, the Department continued to provide all municipalities with support in terms of how they plan for housing and particularly, integrated human settlements. This support includes the development of housing plans, the development and review of housing pipelines, as well as town planning and project packaging within the housing and spatial planning units of municipalities. In addition, the Department also assists with inputs into the Integrated Development Plans (IDP's), and ensures alignment with the Department's Business Plan, and ultimately, its Provincial Strategic Goals (PSG's), to enable a resilient, sustainable, quality and inclusive living environment.

2.2 Policy and Research Projects

During the 2018/19 financial year, the Department has continued to lead in the development of pertinent research papers, which will assist the Department in the implementation of human settlement delivery. For the year under review, the Department produced two research papers which outlines the household enumeration and GIS Mapping for the Breede Valley and Drakenstein Municipalities. Furthermore, the Department also produced a policy guideline for the Informal Settlement Support Plan (ISSP), which aims to provide guidance on the provision of basic and emergency municipal services in informal settlements.

2.3 Partnerships

Three-year Partnership Framework Agreements were entered into by the Department of Human Settlements and partners who registered their interest and responded to the call to enter into agreements. In terms of partnership opportunities, the Department is engaging with a range of Employers, including Farm Owners, across the province for the provision of housing to their employees. The partnerships opportunities are envisaged to attain financial and/or non-financial contributions from the Department and partners to deliver housing to beneficiaries. The Standard Operating Procedure (SOP) for Partnerships is currently under revision to align with the Department's strategy and requirements.

Under the auspices of the Banking Association of South Africa (BASA) and in line with its stated strategy of forming alliances and working relationships with strategic partners operating in the Affordable Housing arena, the Department signed formal Memorandums of Understanding with the four major banks aligned to BASA (ABSA, Nedbank, FNB and Standard Bank) as well as with SA Home Loans. In addition, the Department is currently in discussion with a major financial regarding the development of an unsecured home loan product geared specifically for the lower-end of the Affordable Housing market; something which is currently lacking in the formal market. As a consequence of this formal relationship, the Department, together with all these institutions, have embarked on various community outreach sessions in both the metro and non-metro areas. The focus of these engagements was specifically on educating prospective home owners on homeownership, budgeting, on accessing housing finance and how to maintain clear credit records.

The Department is also currently at an advanced stage in developing a joint initiative with its strategic partners to assist over-indebted prospective homeowners and those with impaired credit records to “regularize” their credit records. The basis of this initiative is an education programme on home ownership and budgeting.

The below table reflects the all Partnership Agreements:

Partnership Agreement	Partnership Agreement	Partnership Agreement	Partnership Agreement
Geomer Investments (Pty) Ltd	Human Settlements Holistic Services (Pty) Ltd	Blue Moon Projects	City of Cape Town
Development Action Group	CPH Developments (Pty) Ltd	Concor Western Cape	R&R Development
African Spirit Trading	CMAI Architects	Mathara Investments CC	Wesgro
Havana C (PTY) Ltd	The Kuyasa Housing Finance Company	Zwonaka Training and Projects	Green Developments (Pty) Ltd
Ajones Holdings	SSSA Consulting	Islolezwe Investment Services	Madulammohe Housing Association
Alexicap (Pty) Ltd	West Coast Project Management & Investment	The Valley Farms	Broll Property Group
MLH Architects & Planners	Chartwell Housing Finance Solutions	Resilient Civic Design Collective	Good Hope Plasterers cc t/a Good Hope Construction
7 Sirs Group (Pty) Ltd	Neil Lyners and Associates (RF) (Pty) Ltd	Cape Affluent Property Investment	Built Environment Partnership
Vogue Exchange (Pty) LTD	Levendal Attorneys	Re A Letamisa Trading & Projects	Eyona Khoza Trading (Pty) Ltd
AA Solwandle Attorneys Inc	Sohco Property Investments NPC	MBS Civils & Construction	D-A-D Construction T/A Nethe Projects
Block Housing (Pty) Ltd	Sohco Amalinda Housing NPC	ROWCO121	Naldo Vision Social Housing Association
Own Haven Housing Association	APL Cartons (Pty) Ltd	V.Kanjee & Associates Consulting Service (Pty) Ltd	N1 Construction Group
New Age Property Developments	Isipani Construction (Pty) Ltd	Fakade Group	Agri Housing Settlements NPC
Esor Construction (Pty) Ltd	Absolute Infrastructure (PTY) LTD	Angels of Hope	Swiss Federal Institute of Technology, ETH

Partnership Agreement	Partnership Agreement	Partnership Agreement	Partnership Agreement
Lwazi Project Management	Aurecon RSA	Tower of Prosperity (Pty) Ltd	SZN Quantity Surveyors
Bapedi and Associates	SAFRAMEHOMES (Pty) Ltd	Dianah & Joyce B / Enterprises CC	Victory Ticket 771 CC
Asande Projects Consulting & Engineering	ZPN Mirror Mirror (Pty) Ltd	Mbasa Properties	Nceduluntu Mobile Computer Community School and Projects
PBNS Quantity Surveyors	PriceWaterHouseCoopers	Zubenam Property Developers	Macho Construction Group
Prospect Farm	SC Civils	Exodos Cleaning and Projects	Communicare NPC
Busy Bee Maintenance and Construction (Pty) Ltd	Mawanele Holdings (Consortium)	Kusile Africa Ventures	Mother City Housing Company
Stacee Civils and Projects	Bigen Africa Services (Pty) Ltd	Ubuhle Besizwe Services	Sonqua Consulting (Pty) Ltd
Didutex (Pty) Ltd	LP Baartman Cape Town Inc	Multi Property Investments (Pty) Ltd.	Insight Story Brand Consultancy
Rawson Properties	Ndidali Quantity Surveyors	Multi Quantity Surveyors (Pty) Ltd	Blue Pepper Developments
Ria Dira Solutions (Pty) Ltd	Lloyd Enterprise PTY Ltd	KIPP Consulting Engineers North	UZ Civils
Unifrutti South Africa	Ntshangasa Trading	FNB Housing Finance	Indigo Kulani Group (Pty) Ltd
Calgro M3 Developments Limited	Elite Consulting Holdings cc	ABRC CONSULTANCY (Pty) Ltd	Ivili Project Management cc
MRGS Minerals and Logistics	Soulfood Community Organisation	Ligna Homes	Masighame Trading 219 (Pty) Ltd
Vondo Trading CC	Everis Business Enterprises	Linomtha Properties cc	XM Sompuku Enterprises (Pty) Ltd
DCI Community Housing Services	Asandenathi Trading (Pty) Ltd	Ccelgro projects	Chwai trading and Projects cc
Absa Home Loans WC	Absa Bank Ltd	Asla Devco/ Construction (Pty) Ltd	Pelcebo Trading

3. Improve the living conditions of beneficiaries through the Upgrading of the Informal Settlements Programme (UISP)

The Department realises the dehumanising and unhealthy conditions our people live in in informal settlements and acknowledges that provision of formal houses for informal settlement residents is not moving fast enough. Therefore, the Department has developed the Informal Settlement Support Plan (ISSP) – a transversal plan which provides a clear roadmap on how to address the challenges faced by informal settlement residents in a systematic way and collectively across sector departments. Work is currently under way in identified informal settlements and municipalities, and affected beneficiaries are already beginning to reap the fruits.

Municipality	Informal Settlement Project	Status	Appointed NGO and Professional Service Provider (PSP)		Progress made in 2018/19
Bitou	Rheenendal	Planning & Packaging	NGO (intermediary and Departmental support)	Development Action Group (DAG)	Project still in planning phase.
			Civil Engineering	Royal Haskoning DHV	
	Sedgefield	Planning & Packaging	Clerk of Works	Impande Consortium	DAG appointed for enumeration and community-based planning process with Interim Basic Services expected in 2019/20.
			Geotechnical Engineer	Go Beng Consulting	
			Land Surveyor	Impande Consortium	
Langeberg	Montagu Mandela Square	Planning & Packaging	NGO (intermediary and Departmental support)	Habitat for Humanity	Project Initiation Document submitted.
			Civil Engineering	CSM Consulting Services ETL Consulting IX Engineers	
	Bonnievale Boukenhout- skloof	Planning & Packaging	Clerk of Works	Go Beng Consulting ETL Consulting	Project Initiation Document submitted.
			Geotechnical Engineer	HHO Consulting Engineers	
			Land Surveyor	FJC Consulting Inc.	
Matzikama	Klawer Riemvasmaak	Planning & Packaging	NGO (intermediary and Departmental support)	ESST	Project still in planning phase and no activity visible in 2018/19 but expected to be packaged for delivery in 2020/21
			Civil Engineering	Nadeson Consulting Services ADI Investment	
			Clerk of Works	ADI Investment Nadeson Consulting Services	
			Geotechnical Engineer	Go Beng Consulting Nadeson Consulting Services	
			Land Surveyor	AAM Geomatics	
Mossel Bay	NUSP Projects	Implementation	NGO (intermediary and Departmental support)	Development Action Group (DAG)	Project moved to Implementation Readiness starting with Interim Basic
			Civil Engineering	Royal Haskoning	

Municipality	Informal Settlement Project	Status	Appointed NGO and Professional Service Provider (PSP)		Progress made in 2018/19
Knysna	Rheenendal	Planning & Packaging	NGO (intermediary and Departmental support)	Development Action Group (DAG)	Project still in planning phase.
			Civil Engineering	Royal Haskoning DHV	
	Sedgefield	Planning & Packaging	Clerk of Works	Impande Consortium	DAG appointed for enumeration and community-based planning process with Interim Basic Services expected in 2019/20.
			Geotechnical Engineer	Go Beng Consulting	
			Land Surveyor	Impande Consortium	
Langeberg	Montagu Mandela Square	Planning & Packaging	NGO (intermediary and Departmental support)	Habitat for Humanity	Project Initiation Document submitted.
			Civil Engineering	CSM Consulting Services ETL Consulting IX Engineers	
	Bonnievale Boukenhout- skloof	Planning & Packaging	Clerk of Works	Go Beng Consulting ETL Consulting	Project Initiation Document submitted.
			Geotechnical Engineer	HHO Consulting Engineers	
			Land Surveyor	FJC Consulting Inc.	
Matzikama	Klawer Riemvasmaak	Planning & Packaging	NGO (intermediary and Departmental support)	ESST	Project still in planning phase and no activity visible in 2018/19 but expected to be packaged for delivery in 2020/21
			Civil Engineering	Nadeson Consulting Services ADI Investment	
			Clerk of Works	ADI Investment Nadeson Consulting Services	
			Geotechnical Engineer	Go Beng Consulting Nadeson Consulting Services	
			Land Surveyor	AAM Geomatics	
Mossel Bay	NUSP Projects	Implementation	NGO (intermediary and Departmental support)	Development Action Group (DAG)	Project moved to Implementation Readiness starting with Interim Basic Services and full services to follow
			Civil Engineering	Royal Haskoning DHV	
			Clerk of Works	Impande Consortium	
			Geotechnical Engineer	Go Beng Consulting	
			Land Surveyor	Impande Consortium	

Municipality	Informal Settlement Project	Status	Appointed NGO and Professional Service Provider (PSP)		Progress made in 2018/19
Oudtshoorn	De Rust	Planning & Packaging	NGO (intermediary and Departmental support)	Peoples Environmental Planning (PEP)	Municipality workin on project with Implementing Agent and No Project Initiation Document submitted.
			Civil Engineering	WSP Group Africa	
	Central Informal Settlements (Kanaal/Black Joint/GG Kamp)	Planning & Packaging	Clerk of Works	Impande Consortium	Proceeded to Project Feasibility Report Stage, municipality handling project
			Geotechnical Engineer	Go Beng Consulting	
			Land Surveyor	Impande Consortium	
Overstrand	Gansbaai Masakhane	Planning & Packaging	NGO (intermediary and Departmental support)	Violence Prevention Through Urban Upgrade (VPUU)	Project moved to Implementation Readiness with contractor going on site in 2019/20 Financial Year with delivery of sites in 2020/21
			Civil Engineering	Delta Built Environment Consultants, Morula Consulting Engineers	
	Kleinmond Overhills	Planning & Packaging	Clerk of Works	Vumesa Consulting Sikhulile Engineers t/a Sintel Consulting Engineers	VPUU appointed to support municipality for community-based planning and enumeration.
			Geotechnical Engineer	HHO Consulting Engineers	Project moved to Implementation
			Land Surveyor	Worley Parsons RSA	Readiness with sites expected in 2019/20 Financial Year.
	Hermanus Zwelihle	Planning & Packaging			
Saldanha Bay	Laingville	Planning & Packaging	NGO (intermediary and Departmental support)	ESST	Project still in planning phase.
	New Middelpoos	Planning & Packaging	Civil Engineering	Nadeson Consulting Services, ADI Investment, BMK Consulting Engineers	Project proceeded to Project Feasibility Report Stage.
	George Kerridge South	Planning & Packaging	Clerk of Works	ADI Investment Nadeson Consulting Services	ESST appointed and currently working with the municipality for relocation.
			Geotechnical Engineer	Go Beng Consulting Nadeson Consulting Services	
	Witteklip	Planning & Packaging	Land Surveyor	AAM Geomatics	Project proceeded to Project Feasibility Report Stage.

Municipality	Informal Settlement Project	Status	Appointed NGO and Professional Service Provider (PSP)		Progress made in 2018/19
Stellenbosch	Stellenbosch Kayamandi Town Centre	Planning & Packaging	NGO (intermediary and Departmental support)	Community Organisation Resource Centre (CORC)	CORC appointed to support the municipality planning the project. Projects still in the planning phase.
	Kayamandi Zone O	Planning & Packaging	Civil Engineering	HHO Consulting Engineers C2C Consulting Engineers S Balakisten Consulting Engineers t/a SLB Consulting	
	Kayamandi Enkanini	Planning & Packaging	Clerk of Works	Go Beng Consulting ETL Consulting	
	Klapmuts La Rochelle	Planning & Packaging	Geotechnical Engineer	HHO Consulting Engineers	
			Land Surveyor	FJC Consulting Inc.	Project no longer supported by the Municipality.
Swartland	Chatsworth	Planning & Packaging	NGO (intermediary and Departmental support)	Community Organisation Resource Centre (CORC)	Project in care of HDA as land owner and no activity reported o project.
			Civil Engineering	Kantey & Templer (Pty) Ltd, BMK Consulting Engineers	
	Sibanye Mooreesburg	Planning & Packaging	Clerk of Works	ADI Investment Nadeson Consulting Services	VPUU appointed to support municipality for community-based planning and enumeration.
			Geotechnical Engineer	Go Beng Consulting Nadeson Consulting Services	CORC concluded the enumeration and community-based planning process. Projects implementation readiness application submitted and target of 165 site expected 2019/20 FY.
			Land Surveyor	AAM Geomatics	

Municipality	Informal Settlement Project	Status	Appointed NGO and Professional Service Provider (PSP)		Progress made in 2018/19
Theewaterskloof	Grabouw Rooidakke Ext	Planning & Packaging	NGO (intermediary and Departmental support)	Violence Prevention Through Urban Upgrade (VPUU)	VPUU appointed to support municipality for community-based planning and enumeration.
	Grabouw Siyanyanzela	Planning & Packaging	Civil Engineering	Iliso Consulting KFD Wilkinson Human Settlements Holistic Services	Project moved to Implementation Readiness with Interim Basic Services expected in 2019/20.
	Botrivier New France	Planning & Packaging	Clerk of Works	Vumesa Consulting Sikhulile Engineers t/a Sintel Consulting Engineers	VPUU appointed to support municipality for community-based planning and enumeration.
			Geotechnical Engineer	HHO Consulting Engineers	
	Grabouw Rooidakke Ext Irak	Planning & Packaging	Land Surveyor	Worley Parsons RSA	Project proceeded to Implementation Readiness with sites expected in 2019/20 Financial Year.
Witzenberg	Ceres Nduli Infills ESS	Planning & Packaging	NGO (intermediary and Departmental support)	Development Action Group (DAG)	DAG appointed to support municipality for community-based planning and enumeration. Project ready for implementation subject to relocation sites confirmation and approval on Vredebes Project
			Civil Engineering	Bosch Stemele Built Environment Partners	
			Clerk of Works	Go Beng Consulting ETL Consulting	
			Geotechnical Engineer	HHO Consulting Engineers	
			Land Surveyor	FJC Consulting Inc.	

Land Release Projects											
No	Property	Prop size (Hectares)	Yield: Total	Yield: FLISP	Yield: Social Housing	Yield: Military Veterans	Yield: BNG	Developer	Date of LAA	Planned 2018/2019	Progress 2018/2019
11	Khayelitsha (1)	2.83	223	198	0	0	25	Human Settlements Holistic Services	26/05/2016	Construction of units will be completed during 2018/19.	95% of the internal services has been installed. Current holdup is the deadlock regarding the movement of the unlawful occupiers. Construction of units to be completed during 2020/21.
12	Kuilsrivier	4.23	198	99	0	0	0	Motlekar Cape	26/05/2016	Once approved, construction will commence.	The land availability agreement has been mutually cancelled. The Department has taken the land back and will develop the property in terms of the obtained development rights.
13	Khayelitsha (2)	2.00	168	100	0	0	0	Asande Civis	16/08/2016	Construction of units will be completed during 2018/19.	The Developer has requested financial assistance for the installation of services. The Department is evaluating the request.
14	George	4.40	89	80	0	0	0	Power	4/12/2017	The Developer to submit development application in 2018/19.	The Developer submitted their development application. The application was advertised and expect Municipality approval by November 2019.
15	Mitchells Plain	3.35	284	142	0	0	0	Asande Civis	4/12/2018	The Developer to submit development application in 2018/19.	The Developer submitted their development application. The Developer application still need to be advertised by the municipality.
16	Charlesville	2.50	90	70	0	0	0	Human Settlements Holistic Services	4/12/2019	The Developer to submit development application in 2018/19.	Further extension was granted and the Developer needs to submit their development application by December 2019.
	TOTAL	133.29	9 951	4 297	1 224	202	889				

4. Accelerated housing opportunities

4.1. Housing Delivery

During the 2018/19 financial year, the Department delivered **7 828** units against a target of 9 467, **8 872** sites against a target of 8 693, and **3 340** EEDBS opportunities against a target of 250. This has resulted in **20 040** housing opportunities delivered in the 2018/19 financial year against a target of 18 410.

Description	Target	Actual
Housing Units	9 467	7 828
Serviced Sites	8 693	8 872
EEDBS Opportunities	250	3 340
Total Opportunities	18 410	20 040

4.2. Land Release Projects

In further support of our MTSF key priorities, the Department has implemented a number of land release projects and has entered into Land Availability Agreements (LAAs) with the relevant developers. There are currently 14 properties identified for human settlement development, with a total yield of over 9 000 housing opportunities.

4.3. Catalytic and Provincial Priority Programme

The Catalytic and Provincial Priority Programme is one of the Department's flagship programmes. In this regard, the Department has registered 6 catalytic projects, with a total yield of approximately 80 000 housing opportunities, that are due for completion by 2022.

Opportunities are aimed at the poorest residents, and include the Southern Corridor, and consists of over 50 000 opportunities in N2 Gateway Phase 1, iThemba Farms, Penhill Farms, Airport Precinct Informal Settlement and Infill Site, Kosovo Informal Settlement and Infill, Forest Village, Thabo Mbeki, and Tsunami. Other projects include Belhar CBD, George (Thembaletu, Syferfontein, Wilderness Heights), Transhex, and Vlakkeland. All projects are at various stages of construction.

Stemming from the catalytic projects, the Department has also identified 13 provincial priority projects, with a total yield of approximately 20 000 housing opportunities, and which are due for completion by 2022.

The following projects are in construction phase: Dal Josafat, Vredebes and Bella Vista, Grabouw and De Novo. Projects that are in planning phase are Lourie Fourie, Vredenberg Urban Regeneration, Greater Retreat, Greater Hermanus, Du Noon, Hout Bay, Bo Kaap, Oranjezicht, and Inner City Infills, Leonsdale, and Scottsdale.

Land Release Projects										Planned 2018/12019	Progress 2018/2019
No	Property	Prop size (Hectares)	Yield: Total	Yield: FLISP	Yield: Social Housing	Yield: Military Veterans	Yield: BNG	Developer	Date of LAA		
1	Dal Josafat	37.00	2 078	1 200	364	0	0	EPD (ASLA) and Drakenstein Municipality	30/03/2009	During the 2018/19 financial period it is anticipated that sales will continue and that construction of the Social Housing component will commence.	The LAA has been amended to allow for another Development Agency to develop Social Housing, and Instratin has applied for funding from SHRA. FLISP sales continues.
2	Belhar CBD	31.50	4 188	1 000	860	102	600	Belhar CBD Development Company	21/06/2006	During 2018/19 bulk services will be installed for Phase 2. Further more, construction of 359 FLISP unit and 564 Student Accommodation units will commence.	The bulk services installation nears completion. The construction of the dueling of Symphony Way will commence in the last quarter of 2019/20. 520 FLISP units are under construction. The land swap with UWC have been approved by the Dept Higher Education. The construction of the student accommodation is to commence in the third quarter of 2019/20.
3	Stellendale	5.81	140	140	0	0	0	Visual International	17/03/2008	The planned sales of 91 units are to continue during 2018/19	The time period attached to the agreement ended and in terms of the agreement the developer will purchase the remaining land portion.
4	Highbury Park phase 3	14.85	414	150	0	100	264	Power, Lebo Tebo trading and Valostar	15/03/1997	The construction of Military Veterans and BNG type units will commence in 2018/19.	A total of 264 BNG and 16 MV units have been completed. The remaining MVs will be practical complete by end October 2019. A further 45 FLISP units have been commissioned and will be complete by December 2019.
5	Nuwe Begin	3.30	591	591	0	0	0	BVI	05/05/2009	Continued sales of the units are anticipated for 2018/19.	The Department entered into agreement with the developer to take over the construction of 76 units, for which the Department still need to go out on tender. The Developer is to continue constructing the 97 already sold units.

Land Release Projects												
No	Property	Prop size (Hectares)	Yield: Total	Yield: FLISP	Yield: Social Housing	Yield: Military Veterans	Yield: BNG	Developer	Date of LAA	Planned 2018/2019	Progress 2018/2019	
4	Highbury Park phase 3	14.85	414	150	0	100	264	Power, Lebo Tebo trading and Valostar	15/03/1997	The construction of Military Veterans and BNG type units will commence in 2018/19.	A total of 264 BNG and 16 MV units have been completed. The remaining MVs will be practical complete by end October 2019. A further 45 FLISP units have been commissioned and will be complete by December 2019.	
5	Nuwe Begin	3.30	591	591	0	0	0	BVI	05/05/2009	Continued sales of the units are anticipated for 2018/19.	The Department entered into agreement with the developer to take over the construction of 76 units, for which the Department still need to go out on tender. The Developer is to continue constructing the 97 already sold units.	
6	Blue Downs (1)	7.56	450	200	0	0	0	Applewood	04/02/2015	WWTW capacity has serious consequences on the approval of the development and delivery of affordable units. The delivery timeline needs to be pushed out.	The WWTW capacity matter was resolved. The environmental application and water use license has been applied for, approval is expected in the fourth quarter of 2019/20.	
7	Eersteriver	1.82	86	19	0	0	0	Power	26/02/2015	Continued sales of units are anticipated for 2018/19.	All 86 units have been sold and constructed. The Development is now completed.	
8	Blue Downs (2)	4.30	197	50	0	0	0	Power	26/02/2015	Construction of the remaining units will proceed during 2018/19	More than half of the units have been sold. Sales of the remaining units continues.	
9	Brentwood park	2.35	126	42	0	0	0	Power	26/02/2015	The City will process the application during 2018/19.	The land availability agreement lapsed and the Department is in the process of formally canceling the development and to take it over.	
10	Delft	5.49	629	210	0	0	0	Moditi	23/02/2015	WWTW capacity has serious consequences on the approval of the development and delivery of affordable units. The delivery timeline needs to be pushed out.	The timeline for submission of the development application was extended to the third quarter of 2019/20.	

4.3. Catalytic and Provincial Priority Programme

The Catalytic and Provincial Priority Programme is one of the Department's flagship programmes. In this regard, the Department has registered 6 catalytic projects, with a total yield of approximately 80 000 housing opportunities, that are due for completion by 2022.

Opportunities are aimed at the poorest residents, and include the Southern Corridor, and consists of over 50 000 opportunities in N2 Gateway Phase 1, iThemba Farms, Penhill Farms, Airport Precinct Informal Settlement and Infill Site, Kosovo Informal Settlement and Infill, Forest Village, Thabo Mbeki, and Tsunami. Other projects include Belhar CBD, George (Thembaletu, Syferfontein, Wilderness Heights), Transhex, and Vlakkeland. All projects are at various stages of construction.

Stemming from the catalytic projects, the Department has also identified 13 provincial priority projects, with a total yield of approximately 20 000 housing opportunities, and which are due for completion by 2022.

The following projects are in construction phase: Dal Josafat, Vredebes and Bella Vista, Grabouw and De Novo. Projects that are in planning phase are Lourie Fourie, Vredenberg Urban Regeneration, Greater Retreat, Greater Hermanus, Du Noon, Hout Bay, Bo Kaap, Oranjezicht, and Inner City Infills, Leonsdale, and Scottsdale.

5. Improved living conditions of beneficiaries by promoting ownership of property

Concerted efforts have been made by the Department to ensure that our beneficiaries receive full ownership title deeds to their houses. During the period under review, the Department ensured that **9 662** title deeds were transferred to beneficiaries against a target of 7 000. This consistent overachievement can be attributed to the allocation of a dedicated team tasked to expedite the transfer of title deeds through the title deed restoration programme. Going forward, the Department hopes to continue this momentum.

6. Promote innovation and the better living concept

The Department recognises that innovation in construction technologies will pave the way for improved human settlement sustainability. Therefore, during the 2018/19 financial year, the Department constructed **1 111** units, using sustainable building technologies in construction, energy, water and sanitation. This is a significant overachievement against the target of 600 and demonstrates concerted efforts by the Department to promote innovation and the better living concept.

7. Facilitate job creation and empowerment opportunities

Our determination and drive to empower the historically disadvantaged resulted in **62.76%** of the Human Settlements Development Grant (HSDG) benefiting contractors with Historically Disadvantaged Individuals (HDI) representation. This implies that R1 267 063 522 was awarded to black owned enterprises and is expressive of our efforts to achieve the objective of economic transformation, and ultimately benefitting the majority of South Africans. Our resolve to empower youth resulted in **177** young people trained in various disciplines within the built environment, against a target of 150.

The target was exceeded due to the successful interventions of the Department that led to more funding being received from the Construction Education and Training Authority (CETA). In addition, **578** work opportunities were created against a target of 400. This is a significant overachievement and reflective of the Department's drive to ensure that the creation of job opportunities forms part of the human settlements delivery chain. Not only do we want to provide human settlements that are resilient, but to also ensure that the communities become self-sustainable and enjoy a full quality of life through such job opportunities.

Conclusion

While we reflect on the achievements of the past year, we move forward with continued commitment to deliver on the national and provincial goals, and to ultimately provide beneficiaries of the Western Cape with integrated human settlements.

Departmental receipts

The Department exceeded its revenue budget by R195.556 million. The table below provides a breakdown of the revenue collected:

Departmental receipts	2018 / 2019			2017 / 2018		
	Estimate	Actual Amount Collected	(Over)/ Under Collection	Estimate	Actual Amount Collected	(Over) / Under Collection
	R'000	R'000	R'000	R'000	R'000	R'000
Sale of goods and services other than capital assets	110	203	(93)	104	101	3
Interest, dividends and rent on land	698	1386	(688)	660	34 424	(33 764)
Sales of Capital Assets	-	7	(7)	-	10	(10)
Financial transactions in assets and liabilities	59 192	253 960	(194 768)	59 236	57 476	1 760
Total	60 000	255 556	(195 556)	60 000	92 011	(32 011)

The over-collection is mainly due to refunds from the City of Cape Town for closed Community Residential Unit projects (R116.427 million); Sale of Land to the Airports Company of South Africa (ACSA) (R81.023 million); Refund of unspent balances in respect of land purchases from the Housing Development Agency (HDA) (R31.891 million), as well as R10.067 million from the Overstrand Municipality in respect of unspent Human Settlement Development Grant funds in the 2017/18 financial year.

Sale of goods and services other than capital assets include Commission on insurance and garnished orders administered via Persal (R65 000), sale of tender documents (R132 000) and sale of scrap (R3 000).

Included in the amount for interest, dividends and rent on land is R1.310 million received in respect of various People's Housing Process (PHP) projects and R76 000 in respect of Departmental debt. The reduced income received in 2018/19 in comparison to the prior year is due to the fact that R34.146 million was received in respect of closed PHP projects in the prior financial year.

Sales of Capital Assets of R7 000 is in respect of the sale of redundant computer equipment and other office equipment.

Financial transactions in assets and liabilities consist of the following:

R81.023 million in respect of the sale of land to the Airports Company of South Africa (ACSA); R116.427 million from City of Cape Town for closed community residential unit projects in various townships; R31.891 million unspent funds in respect of land purchases from the HDA and R10.067 million unspent Human Settlement Development Grant funds from the Overstrand Municipality.

The Department applied for revenue retention of R195.556 million for allocation to Human Settlement Development Projects in 2019/20.

Programme expenditure

The table below illustrates the virements between the various programmes:

All provisional over-expenditures were pre-approved and do not originate from unauthorised expenditure. These over-expenditures were also indicated in the monthly In-Year-Monitoring report of the Department, and that it would be off-set with the necessary virements.

Programme	Adjusted Appropriation	Virement	Final Appropriation
	R '000	R '000	R '000
Programme 1	104 605	3 278	107 883
Programme 2	24 188	1 094	25 282
Programme 3	2 275 696	(3 558)	2 272 138
Programme 4	36 792	(814)	35 978
Total	2 441 281	-	2 441 281

The over-and underspending that led to the virements between the programmes are as follows:

Programme 1: Administration — R3 278 000

The total virement amounting to R3 278 000 to this programme consist of the following:

Over-expenditure on Compensation of Employees (CoE) of R2 922 000 and on Good and Services: (Travel and Subsistence and Venues and Facilities) amounting to R356 000.
(R2 922 000 + R356 000 = R3 278 000).

The over-expenditure on CoE will be financed from under-expenditure on CoE in Programmes 3 and 4.

The over-expenditure of R356 000 on Goods and Services will be financed from an under-expenditure on Goods and Services in Programme 2.

The total shift to this programme equals 3.1% of the amount appropriated under this main division in the Adjusted Estimates 2018.

Programme 2: Housing Needs, Research and Planning — R1 094 000

The total virement of R1 094 000 to this programme consist of the following:

Over-expenditure on COE amounting to R1 517 000 and underspending of R423 000 on Good and Services: (Catering, Consultants, Agency and support services and Venues and Facilities (R1 517 000 – R423 000 = R1 094 000).

The over-expenditure on CoE will be financed from an under-expenditure on CoE in Programme 3.

The under-expenditure of R423 000 on Goods and Services will be shifted to Goods and Services in Programme 1 (R356 000) and to Goods and Services in Programme 4 (R67 000) to cover over-expenditure on these programmes. The shift equals 4.5% of the amount appropriated under this main division in the Adjusted Estimates 2018.

Programme 3: Housing Development — R3 558 000

The total virement of R3 558 000 on this programme consist of the following:

Under-expenditure of R3 558 000 on CoE.

The under-expenditure of R3 558 000 on CoE will be shifted to the following programmes as follows:

Programme 1: CoE: R2 041 000

Programme 2: CoE: R1 517 000

The shift equals 0.2% of the amount appropriated under this main division in the Adjusted Estimates 2018.

Programme 4: Land and Asset Management — R814 000

The total virement of R814 000 on this programme consist of the following:

Under-expenditure on CoE: R881 000
Over-expenditure on Goods and Services: (R67 000)

The under-expenditure of R881 000 on CoE and over-expenditure on Goods and Services: R67 000 (R881 000 - R67 000 = R814 000) respectively, will be shifted to and from the following programmes and economic classifications as follows:

To Programme 3: CoE: R881 000
From Programme 2: Good and Services: (R67 000)

The virement equals 2.2% of the amount appropriated for this main division in the Adjusted Estimates 2018.

All the above-mentioned virements are within the 8% limit in terms of Section 43(2) of the PMFA.

The table below illustrates the expenditure per programme:

Programme Name	2018 / 2019			2017 / 2018		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	107 883	106 692	1 191	101 677	99 060	2 617
Housing Needs, Research and Planning	25 282	25 282	-	24 840	24 771	69
Housing Development	2 272 138	2 184 379	87 759	2 527 798	2 519 972	7 826
Land and Asset Management	35 978	35 978	-	39 003	39 003	-
Total	2 441 281	2 352 331	88 950	2 693 318	2 682 806	10 512

Explanation of Variance	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Programme 1: Administration	107 883	106 692	1 191	1.10

Under-expenditure on machinery and equipment due to the non-materialisation of the modernization of the office accommodation of R1.190 million and under-expenditure on Goods and Services of R 1 000 due to cost containment measures.

Explanation of Variance	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Programme 3: Housing Development	2 272 138	2 184 379	87 759	3.9

Under-expenditure on compensation of employees is due to the retirement of certain senior managers and the non-filling of vacant senior management posts (R3.986 million), as well as the non-spending on the Provincial Emergency Housing Grant (PEHG) of R83.773 million due to the fact that the funds were only appropriated in March 2019 resulting in the tender processes which could not be finalized before financial year end.

The Department applied for the roll-over of unspent amounts which are committed as follows:

Per economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Programme 1: Administration Payments for Capital Assets Machinery and Equipment	7 145	5 955	1 190	16.7
A portion of the unspent funds amounting to R650 000 to be rolled over to be utilised in the 2019/20 financial year for moveable assets due to the fact that the modernisation of the office accommodation of the Department of Human Settlements did not proceed as planned by the Department of Transport and Public Works. The modernisation will resume in the 2019/20 financial year.				

Per economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Programme 3: Housing Development Transfer and Subsidies: Households Provincial Emergency Housing Grant	83 773	-	83 773	100

Funds to be surrendered – R4 527 000

The Department will surrender unspent amounts to the Provincial Treasury (PT) as follows:

Under-expenditures on CoE amounting to R3 986 million, Payments for Capital Assets: Machinery and Equipment amounting to R540 000 and Goods and Services of R1 000.

Unauthorised, fruitless and wasteful expenditure

No unauthorised or fruitless and wasteful expenditure was incurred by the Department for the year under review.

Public Private Partnerships (PPPs)

The Department has not entered into any PPPs during the financial year.

Discontinued activities/activities to be discontinued

No activities are to be discontinued.

New or proposed activities

No new/proposed activities were noted during the year under review.

Supply chain management

There were no unsolicited bid proposals concluded for the year under review.

Oversight was performed by Internal Control over Supply Chain Management (SCM) processes, which include the appointment of contractors, and consequently payments in this regard, to detect and prevent irregular expenditure for the year under review.

The Department moved from a transferring Department to an implementing Department. The establishment of the Department was not amended to make provision for construction procurement and therefore constraints are experienced in SCM. The Department is in constant discussions with Provincial Treasury to increase its equitable share to address this challenge.

In kind gifts and donations provided by the Department or received from non-related parties

The following in kind gifts and donations were provided by the Department:	R'000
Govan Mbeki awards	29
T-Shirts for staff for the Provincial Sports Day	149
Sympathy flowers and fruit baskets	9
TOTAL	187

Exemptions and deviations received from the National Treasury

No exemption from the PFMA, Treasury Regulations or deviation from the financial reporting requirements were applied for or received for the current and / or previous financial year.

Events after the reporting date

Provision for performance bonuses was calculated at 0.5% of the budget for CoE in 2018/19, i.e. R229.150 million as per Director-General Circular No. 25 of 2019/20 dated 20 June 2019. The note to the Financial Statements were subsequently adjusted.

Related parties

See Note 25 of the Annual Financial Statements (AFS).

The Department occupies a building free of charge managed by the Department of Transport and Public Works.

Parking space is also provided to government officials at an approved fee that is not market related.

The Department received corporate services from the Corporate Services Centre (CSC) of the Department of the Premier (DotP) in the Western Cape Province with effect from 1 November 2010 in respect of the following service areas:

- Information and Communication Technology
- Organisation Development
- Provincial Training (transversal)
- Human Resource Management
- Enterprise Risk Management
- Internal Audit
- Provincial Forensic investigations
- Legal Services
- Corporate Communication

The Department has one unlisted public entity under its control, i.e. Western Cape Housing Development Fund (WCHDF).

There were no transactions between the Department and the WCHDF as all transactions relating to the WCHDF are accounted for in the books of the Department.

The Department makes use of government motor vehicles managed by Government Motor Transport (GMT) based on tariffs approved by the Provincial Treasury.

The Department received Security Advisory Services and Security Operations, as well as access control data from the Department of Community Safety in the Western Cape.

Agency-Principal Arrangements (Department acting as principal)

See Note 29 of the Annual Financial Statements (AFS).

Other

There are no other material facts or circumstances, which may have an effect on the understanding of the financial state of affairs that is not addressed elsewhere in this report.

Acknowledgement/s or Appreciation

I would like to express our gratitude to the Provincial Minister of Human Settlements, departmental staff, staff of the Auditor-General, the Audit Committee, Provincial Parliament, Corporate Service Centre (CSC), Provincial Treasury and municipalities for assisting the Department in achieving its targets for the year under review.

Approval and sign off

The Annual Financial Statements set out on pages 177 to 229 have been approved by the Accounting Officer.



5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT FOR THE FINANCIAL YEAR ENDING 31 MARCH 2019

To the best of my knowledge and belief, I confirm the following:

All information and amounts disclosed throughout the Annual Report are consistent.

The Annual Report is complete, accurate and is free from any omissions.

The Annual Report has been prepared in accordance with the guidelines on the Annual Report as issued by National Treasury.

The Annual Financial Statements (Part E) have been prepared in accordance with the modified cash standard and the relevant frameworks and guidelines issued by the National Treasury.

The Accounting Officer is responsible for the preparation of the Annual Financial Statements and for the judgements made in this information.

The Accounting Officer is responsible for establishing, and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information, and the annual financial statements.

The external auditors are engaged to express an independent opinion on the Annual Financial Statements.

In my opinion, the Annual Report fairly reflects the operations, the performance information, the human resources information, and the financial affairs of the Department for the financial year ended 31 March 2019.

Yours faithfully

Accounting Officer
Mr T Mguli

6. STRATEGIC OVERVIEW

6.1 Vision

Residents of the Western Cape have access to liveable, accessible, safe and multi-opportunity settlements.

6.2 Mission

The mission for the Department of Human Settlements is:

- To provide settlements that offer good basic and socio-economic services;
- To offer a range of rental and ownership options that respond to the varied needs and income of households; and
- To consistently improve settlements through joint citizen and government effort supported by private sector contributions.
- The Department is committed to accelerating delivery, while promoting social cohesion through the development of integrated and sustainable human settlements in an open society.

6.3 Values

The Department of Human Settlements' values are aligned to the Batho Pele principles, as well as those of the Western Cape Government. The Department has unpacked the values to make them more specific to the mandate of the Department:

Competence – focused on developing staff, systems and processes that are fit-for-purpose to ensure the Department functions optimally to deliver on its mandate and achieve its strategic goals and objectives.

Accountability – being open and transparent about what we want to achieve, and about our performance against our pre-determined objectives.

Integrity – acting honestly and in the best interests of the Department, the taxpayers and the public we serve, taking proactive steps to improve governance and to prevent and act against corruption and maladministration.

Responsiveness – ensuring that the human settlements we promote, enable and facilitate responds to the needs of our customers, and that we treat stakeholders with respect by consulting them in good faith, keeping them informed, and responding to applications, complaints, queries and requests timeously and appropriately.

Caring – treating people with empathy in responding to their needs, prioritising the needs of the most vulnerable in our society when we select projects to fund, and ensuring that municipalities do the same with the selection of beneficiaries.

Innovation – to be open to new ideas and develop creative solutions to challenges in a resourceful way.

7. LEGISLATIVE AND OTHER MANDATES

7.1 Constitutional mandates

Chapter 2 (Bill of Rights) of The Constitution, Section 26 requires the state to:

- Take reasonable legislative and other measures, within its available resources, to achieve the progressive realization of everyone's right of access to housing; and
- To ensure no-one is evicted from their home, or has their home demolished, without an order of the court is made, after considering all the relevant circumstances.

The Constitution further provides that housing is a competency that is held concurrently by national and provincial governments.

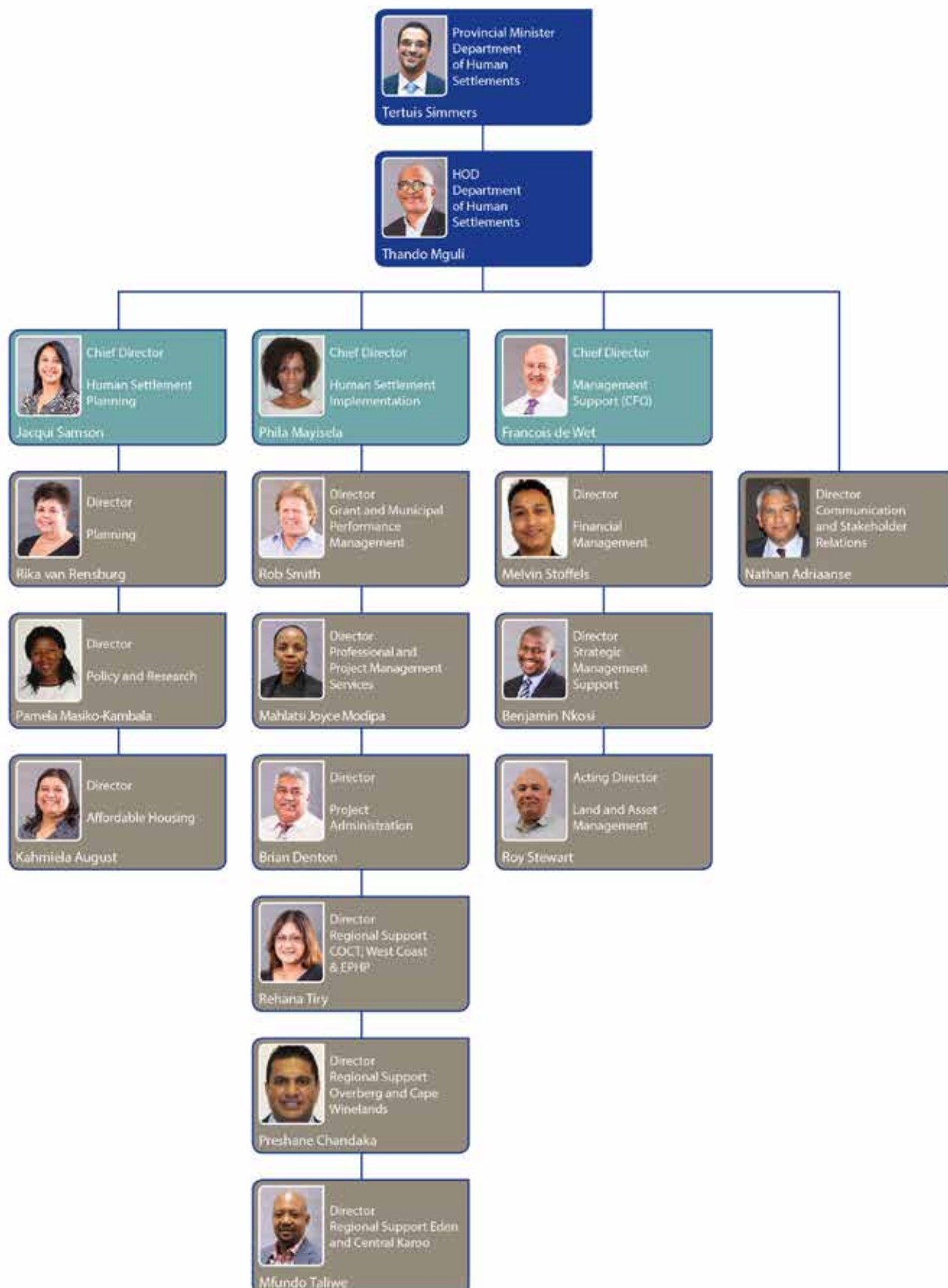
7.2 Statutory Mandates

The following key pieces of legislation currently govern the housing environment:

- I. Housing Act (Act 107 of 1997)
- II. Prevention of Illegal Eviction from and Unlawful Occupation of Land Act (Act 19 of 1998)
- III. Housing Consumers Protection Measures Act (Act 95 of 1998)
- IV. Rental Housing Act (Act 50 of 1999)
- V. Home Loan and Mortgage Disclosure Act (Act 63 of 2000)
- VI. Housing Development Agency Act (Act No. 23 of 2008)
- VII. Social Housing Act (Act No. 16 of 2008)
- VIII. Sectional Titles Management Act (Act No. 8 of 2011)
- IX. Community Scheme Ombud Service Act (Act No. 9 of 2011)
- X. Western Cape Housing Development Act (Act 6 of 1999)
- XI. Western Cape Land Use Planning Act (Act 3 of 2014)

8. ORGANISATIONAL STRUCTURE

DEPARTMENTAL ORGANOGRAM





9. ENTITIES REPORTING TO THE PROVINCIAL MINISTER

NONE



PART B



*Social Housing
Scottsdene, City of Cape Town*

1. AUDITOR GENERAL'S REPORT: PREDETERMINED OBJECTIVES

The AGSA currently performs certain audit procedures on the performance information to provide reasonable assurance in the form of an audit conclusion. The audit conclusion on the performance against predetermined objectives is included in the report to management, with material findings being reported under the Predetermined Objectives heading in the Report on other legal and regulatory requirements section of the Auditor's Report.

Refer to page xxx of the Report of the Auditor General, published as Part E: Financial Information.

2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

2.1 SERVICE DELIVERY ENVIRONMENT

There are several external factors that impact on the service delivery processes. These factors can be attributed to different variables, such as the slow economic growth, as well as a highly contested socio-political space. The following is an account of some of these factors:

2.1.1 Municipal Capacity

The Department is mandated to monitor and support municipalities so that they can perform their functions properly. Municipalities operate in a complex environment and this influences how they perform. In this regard, the Department's efforts to capacitate and support municipalities have improved municipal capacity at project level. However, while municipal capacity has improved, the Department was still required to take over the implementation of certain projects, due to challenges in some municipalities.

2.1.2 Community Instability

Land invasions and protests continue to be a real risk for the Department, creating delays in projects, and impacting negatively on service delivery. This was exacerbated during the 2018/19 financial year, with a reported 237 protests occurring on a national scale for 2018 alone. Furthermore, community instability also places strain on the budget, since it often implies that the Department should employ additional security, erect fencing to secure sites and provide a budget for litigation, should it be necessary.

2.1.3 Financial Environment

Since the tabling of the 2015 Budget, and more recently, the 2018 Medium Term Budget Policy Statement (MTBPS), economic growth forecasts were revised downwards by both the International Monetary Fund (IMF) and the National Treasury to below 1 percent. This affects every sector and, to this end, the cost containment measures implemented over the past few years remain in force. During the 2018/19 financial year, the Department focused strongly on efficiency measures to ensure that limited operational resources were utilised.

2.2 SERVICE DELIVERY IMPROVEMENT PLAN

The Department has developed a Service Delivery Improvement Plan (SDIP) for the 2018/19 – 2020/21 period. The tables below highlight the service delivery plan and the achievements to date.

Main services and standards

Main services	Beneficiaries	Current/actual standard of service	Desired standard of service	Actual achievement
Provision of Affordable Housing	<ul style="list-style-type: none"> Middle income groups. 	<ul style="list-style-type: none"> 1 021 housing opportunities. 	<ul style="list-style-type: none"> 530 housing opportunities. 	<ul style="list-style-type: none"> 749 Housing opportunities provided. The overachievement was due to a higher demand for non-credit linked and FLISP subsidies than was anticipated.
Provision of Serviced Sites to Beneficiaries	<ul style="list-style-type: none"> Qualifying applicants on the Housing Demand Database. 	<ul style="list-style-type: none"> 8 546 serviced sites provided. 	<ul style="list-style-type: none"> 8 693 serviced sites. 	<ul style="list-style-type: none"> 8 872 serviced sites delivered. The overachievement was due to the acceleration of UISP serviced sites.

Batho Pele arrangements with beneficiaries (consultation, access, etc.)

Current/actual information tools	Desired information tools	Actual achievements
Provision of Affordable Housing		
Consultation:		
a. Inter-Governmental Relations (IGR) meetings held quarterly with all municipalities to check progress and address concerns.	a. IGR meetings held quarterly with all municipalities to check progress and address concerns.	a. IGR Regional Quality Technical Coordination meetings were held with municipalities. Furthermore, regular meetings were held with the public to address their concerns.
Courtesy:		
a. The Walk-in Centre receives all clients courteously and observes the Code of Conduct for the Public Service.	a. The Walk-in Centre receives all clients courteously and observes the Code of Conduct for the Public Service.	a. Beneficiaries can obtain relevant information at the Walk-in Centre at 27 Wale Street, Cape Town. Furthermore, officials are trained to address queries raised by applicants and/or beneficiaries in a courteous manner and to observe the Code of Conduct for the Public Service.
Access:		
a. Via Walk-in Centre at 27 Wale Street, Cape Town.	a. Via Walk-in Centre at 27 Wale Street, Cape Town.	a. The service was accessible at the Walk-in Centre at 27 Wale Street, Cape Town and b. Via project managers.
Openness and Transparency:		
a. A Citizens Report is distributed in the mainstream and community newspapers. b. Suggestion boxes at the Walk-in Centre.	a. A Citizens Report is distributed in the mainstream and community newspapers. b. Suggestion boxes at the Walk-in Centre.	a. A Citizens Report was distributed in the mainstream and community newspapers. b. Suggestion boxes are placed at the Walk-in Centre for public use and responses are reviewed and addressed.
Value for Money:		
a. Consumer education done internally, thus no additional costs incurred.	a. Consumer education done internally, thus no additional costs incurred.	a. Consumer education was done internally, thus no additional costs incurred. b. R63 609 286.18 has been spent on individual subsidies.
Provision of Serviced Sites to Beneficiaries		
Consultation:		
a. IGR meetings held quarterly with all municipalities to check progress and address concerns.	a. IGR meetings held quarterly with all municipalities to check progress and address concerns.	a. IGR Regional Quality Technical Coordination meetings were held with municipalities. Furthermore, regular meetings were held with the Public to address their concerns.
Courtesy:		
a. The Walk-in Centre receives all clients courteously and observes the Code of Conduct for the Public Service.	a. The Walk-in Centre receives all clients courteously and observes the Code of Conduct for the Public Service.	a. Beneficiaries can obtain relevant information at the Walk-in Centre at 27 Wale Street, Cape Town. Furthermore, officials are trained to address queries raised by applicants and/or beneficiaries in a courteous manner and to observe the Code of Conduct for the Public Service.

Access:		
a. Via Walk-in Centre at 27 Wale Street, Cape Town.	a. Via Walk-in Centre at 27 Wale Street, Cape Town.	a. The service was accessible at the Walk-in Centre at 27 Wale Street, Cape Town and b. Via project managers.
Openness and Transparency:		
a. A Citizens Report is distributed in the mainstream and community newspapers. b. Suggestion boxes at the Walk-in Centre.	a. A Citizens Report is distributed in the mainstream and community newspapers. b. Suggestion boxes at the Walk-in Centre.	a. A Citizens Report was distributed in the mainstream and community newspapers. b. Suggestion boxes are placed at the Walk-in Centre for public use and responses are reviewed and addressed.
Value for Money:		
a. Consumer education done internally, thus no additional costs incurred.	a. Consumer education done internally, thus no additional costs incurred.	a. Consumer education was done internally, thus no additional costs incurred. b. R676 355 1519 has been spent on the Upgrading of Informal Settlements Programme (UISP) and the Integrated Residential Development Programme (IRDP).
Service delivery information tool		
Current/actual information tools	Desired information tools	Actual achievements
Provision of Affordable Housing		
Consultation:		
a. Well informed officials at the Walk-in Centre. b. Municipal offices. c. TV screens at Walk-in Centre displaying relevant human settlements information. d. Communications campaigns	a. Well informed officials at the Walk-in Centre. b. Municipal offices. c. TV screens at Walk-in Centre displaying relevant human settlements information. d. Communications campaigns	a. Officials were trained to address queries by applicants and/or beneficiaries. b. Municipal officials were trained to deal with concerns and enquiries relating to housing opportunities. c. TV screens were placed at the Walk-in Centre displaying pertinent information relating to housing opportunities. d. The Departmental website is regularly updated, which offers information on how to access housing opportunities.
Provision of Serviced Sites to Beneficiaries		
Consultation:		
a. Well informed officials at the Walk-in Centre. b. Municipal offices. c. TV screens at Walk-in Centre displaying relevant human settlements information. d. Departmental website.	a. Well informed officials at the Walk-in Centre. b. Municipal offices. c. TV screens at Walk-in Centre displaying relevant human settlements information. d. Departmental website.	a. Officials were trained to address queries by applicants and/or beneficiaries. b. Municipal officials were trained to deal with concerns and enquiries relating to housing opportunities. c. TV screens were placed at the Walk-in Centre displaying pertinent information relating to housing opportunities. d. The Departmental website is regularly updated, which offers information on how to access housing opportunities.

Complaints mechanism

Current/actual complaints mechanism	Desired complaints mechanism	Actual achievements
Provision of Affordable Housing		
a. Poor service or misconduct can be reported to a supervisor.	a. Poor service or misconduct can be reported to a supervisor.	a. Beneficiaries were able to express their concerns at the Walk-in Centre.
Provision of Serviced Sites to Beneficiaries		
a. The Department addresses complaints in writing, after an investigation has been conducted.	a. The Department addresses complaints in writing, after an investigation has been conducted.	a. Beneficiaries were able to express their concerns at the Walk-in Centre.

2.3 ORGANISATIONAL ENVIRONMENT

The Department continued to face the ongoing challenge of executing its statutory mandates within an increasingly constrained fiscal environment, growing provincial population, challenging social ills and increasing demand for services. To this end, building an efficient Department is essential. Key elements in this drive are improvements to its organisational structure, stringent cost containment measures, effective departmental governance systems, business processes and strategies to improve the delivery of its services.

2.3.1 Restructuring

The Department of the Premier (Organisational Development) investigated the Department's current organisational structure to re-align the Departmental structure with the new strategic direction adopted by the Department and the revised business model. A regional delivery model was proposed whereby all functions have been mainstreamed per district. This will ensure accountability on delivery, as regional managers will be responsible for the planning and delivery of targets. This process is still being finalised.

2.3.2 Customer Care

The Department aimed to strengthen consumer care capabilities. These capabilities allowed the Department to better contribute to creating an environment in which civil society can engage more effectively with the state. The communication and stakeholder relations unit was expanded to ensure that efficient communication and stakeholder relations take place.

2.3.3 Standard Operating Procedures (SOP)

To ensure efficient and effective business processes, the Department has developed and updated a number of SOP's. In terms of SCM, the Department has implemented the database of framework contractors, and for the period under review, construction companies with women and youth representation who were awarded tenders, were sourced directly from the database.

In support of the newly developed contractor database, a SOP for the management of maintenance complaints for the Professional Service Providers and the Contractors Framework Agreements was developed. The Department updated the SOP's for Project Monitoring,

2.4 KEY POLICY DEVELOPMENTS AND LEGISLATIVE CHANGES

During the 2018/19 financial year, the Western Cape Department of Human Settlements (WCDHS) co-hosted a provincial consultative workshop in partnership with the National Department of Human Settlements (NDoHS), to solicit inputs, which will be incorporated into the review of the National Human Settlements Code.

3. STRATEGIC OUTCOME ORIENTED GOALS

As guided by Chapter 8 of the National Development Plan (NDP) and the 2014–2019 MTSF, the focus of this Department is to work towards the realisation of the human settlements trajectory of transformed integrated human settlements by 2030.

The Department contributes to Provincial Strategic Goal 4, “to enable a resilient, sustainable quality and inclusive living environment” and to that end, the Department implemented several programmes that will support these strategies and strategic goals. The table below illustrates the Departments achievements in relation to the strategic outcome orientated goals:

No	Strategic Outcome Orientated Goals	Strategic Objective	Progress Made
1	Enhanced efficiency and effectiveness of the provincial Department of Human Settlements.	Implementation of the Management Performance Assessment Tool (MPAT) imperatives.	For the financial year under review, the Department achieved a level 4 MPAT rating, indicating that the Department is compliant with MPAT prescripts and is doing things smartly.
2	Improved functionality, efficiencies and resilience of human settlements.	<p>Improve integrated development and spatial planning at municipal level by providing municipalities with the support with regards to human settlement development.</p> <p>Establish effective mechanisms for target setting, spatial targeting and future delivery projections.</p> <p>Enhancing the policy regime in relation to human settlements.</p>	<p>Twenty five (25) municipalities were capacitated during the 2018/19 financial year.</p> <p>The Multi Year Housing Development Plan (Part D of the APP) was developed and aligned to both the Annual Performance Plan (APP), as well as the Departmental Business Plan.</p> <p>The Department achieved its target by developing and finalising 2 research papers and 1 policy guideline respectively.</p> <p>This includes:</p> <ol style="list-style-type: none"> 1. Drakenstein Socio-Economic Report for the Replication of the GPS Project (research paper) 2. Breede Valley Socio-Economic Report for the Replication of the GPS Project (research paper) 3. Informal Settlement Support Plan: Policy Guidelines (policy guideline)
3	Accelerated housing opportunities.	Implement an upscaled delivery programme.	The Department delivered 7 828 units against a target of 9 467.
4	Improved living conditions of beneficiaries through the Upgrading of the Informal Settlements Programme.	Implement structured upgrading of informal settlements to promote and secure living environments.	The Department has delivered 8 872 serviced sites against a target of 8 693.

No	Strategic Outcome Orientated Goals	Strategic Objective	Progress Made
5	Improved living conditions of beneficiaries by promoting ownership of property.	Improve security of tenure by ensuring that title deeds are transferred to qualifying beneficiaries of housing subsidies funded by the Department.	The Department delivered 9 662 title deeds against a target of 7 000. In addition, 3 340 EEDBS opportunities were delivered against a target of 250.
6	Facilitate job creation and empowerment opportunities.	To create an enabling environment to stimulate job and empowerment opportunities for contractors with HDI, women, and youth representation.	62.76% of the HSDG was awarded to contractors with HDI status. 12.91% and 3.78% were awarded to women and youth, respectively.
7	Promote innovation and the better living concept.	To increase sustainable resource use, which includes exploring innovative technologies through construction, energy, water and sanitation.	The Department over achieved on this target by building 1 111 houses with innovative technology, against a target of 600.

4. PERFORMANCE INFORMATION BY PROGRAMME

4.1 Programme 1: Administration

Purpose

To provide overall management in the Department in accordance with all applicable acts and policies

Sub-Programmes

Office of the MEC: To provide for the functioning of the Office of the MEC.

Corporate Services: To provide corporate support to the Department and to make limited provision for maintenance and accommodation needs.

Strategic Objectives

- Implementation of the Management Performance Assessment Tool (MPAT) imperatives; and
- Enhanced Knowledge Management and Corporate Governance of Information and Communication Technology.

Performance overview

During the 2018/19 financial year, the Department achieved an overall Level 4 MPAT rating. This rating indicates that the Department is fully compliant with legal/regulatory requirements and is doing things smartly. This is an improvement from the previous financial year and an indication that the comprehensive improvement strategies implemented has yielded the desired results.

In an attempt to optimise on the Departments efficiency and effectiveness, it introduced the following new SOPs:

- Complaints Management for the Rental Housing Tribunal
- Management of NGO Framework Agreement

Amendments were also made to the following existing SOPs:

- Professional Service Providers and Contractors Framework Agreement
- Plot and Plan Individual Subsidy
- Project Monitoring

The Department fulfilled the WCG Corporate Governance of IT by doing the following:

- Documenting and approving the ICT Operational Plan for 2018/19. This Plan was used to implement ICT projects in the Department.
- Completion of the Corporate Governance of IT: Implementation Plan, Progress and Improvement Report, including reporting on the Implementation of the Corporate Governance of ICT Policy Framework for the Public Service

The Department implemented its Knowledge Management Strategy through knowledge transfer programmes which enabled Information Management (IM) to facilitate sharing and application of knowledge. These programmes covered the entire employment lifecycle:

- A department-specific induction. 2 sessions were conducted for the financial period of 2018/19;
- 3 learning from leavers interviews were conducted;
- A mentorship programme was established; and
- 9 Knowledge sharing sessions were conducted.

The combination of these programmes provides the officials with the necessary tools and alternatives to grow a functional knowledge management culture within the Department and ultimately drive continuous improvement, learning and innovation.

Strategic objectives, performance indicators, planned targets and actual achievements.

Strategic Objectives

Programme 1: Administration								
Strategic Objectives	Strategic Objective Indicators	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
Implementation of the Management Performance Assessment Tool (MPAT) imperatives by 31 March 2020	1. Attainment of a level 4 on the overall MPAT assessment by 31 March 2019	Level 4	Level 4	Level 3	Level 4	Level 4	-	
Enhanced Knowledge Management and Corporate Governance of Information and Communication Technology	1.6 Number of Knowledge Management projects implemented by 31 March 2019	-	-	4	3	3	-	

Performance Indicators

Programme 1: Administration									
No	Performance Indicator	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation	
1.1	To achieve a level 4 for financial management as prescribed in the Management Performance Assessment Tool (MPAT) by 31 March 2019	Level 4	Level 4	Level 3	Level 4	Level 4	-		
1.2	To achieve a level 4 for strategic management as prescribed in the Management Performance Assessment Tool (MPAT) by 31 March 2019	Level 4	Level 4	Level 3	Level 4	Level 4	-		
1.3	To achieve a level 4 for governance and accountability as prescribed in the Management Performance Assessment Tool (MPAT) by 31 March 2019	Level 4	Level 4	Level 3	Level 4	Level 4	-		

Performance Indicators

Programme 1: Administration									
Strategic Objectives	Strategic Objective Indicators	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation	
1.4	To achieve a level 4 for human resource management as prescribed in the Management Performance Assessment Tool by 31 March 2019	Level 3	Level 3	Level 4	Level 4	Level 4	-		
1.5	To achieve a level 4 for the implementation of the requirements for ICT governance as prescribed in the Management Performance Assessment Tool by 31 March 2019	-	-	-	Level 4	Level 4	-		
1.6	Number of Knowledge Management projects implemented by 31 March 2019	-	-	4	3	3	-		

Strategy to overcome areas of underperformance

None

Changes to planned targets

None

Linking performance with budgets

Sub-Programme Name	2018 / 2019			2017 / 2018		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Office of the MEC	4,818	4,818	-	5,859	5,843	16
Corporate Services	103,065	101,874	1,191	95,818	93,217	2,601
Total	107,883	106,692	1,191	101,677	99,060	2,617

4.2 Programme 2: Housing Needs, Research and Planning**Purpose**

To facilitate and undertake planning for human settlements.

Sub-Programmes**Administration:** To provide administrative and/or transversal services.**Policy:** To develop human settlements policies and policy guidelines.**Planning:** To develop the provincial Multi-Year Housing Development Plans and project pipelines in cooperation with municipalities.**Research:** To conduct research on sustainable human settlements.**Strategic Objectives**

- Improve integrated development and spatial planning at municipal level by providing municipalities with the support with regards to human settlement development;
- Establish effective mechanisms for target setting, spatial targeting and future delivery projections; and
- Enhancing the policy regime in relation to human settlements.

Performance overview

For the 2018/19 financial year, the Department achieved its performance target for policy and research, producing one policy guideline and two research reports.

The policy guideline was produced for the Informal Settlement Support Plan (ISSP). The policy provides/gives guidelines details of the adjustments to the Department's administrative, planning and resourcing systems and procedures that are needed to meet the short-term ISSP objectives. These short-term objectives mainly relate to the provision of basic and individual municipalities services with in informal settlements.

The Department conducted two research projects in the Breede Valley Municipality and Drakenstein Municipality respectively, aimed at expanding on the GPS Enhancement to the Western Cape Housing Demand Database (WCHDDb) Pilot Project of the 2015/16 financial year.

In addition to these APP outputs for the financial year, two research projects were also conducted in the Swartland and George Municipalities. This work was financed through the National Department of Public Service and Administration (DPSA) donor funding. Each project entailed a full household enumeration exercise where each household in selected informal settlements was surveyed and assigned GPS co-ordinates which were added to the WCHDDb and the newly created Informal Settlements Register.

The Department and the municipalities involved in the projects will receive drones and Apple iPad devices in order to capture aerial imagery whilst the Department purchased laptops, a Trimble device and tablet devices for enumeration purposes. As part of this Project, select Departmental and municipal officials were trained in the use of drone technology; this capacitation will continue into 2019/20.

In addition, a household enumeration and GIS mapping research study was conducted in the Sigalo Informal Settlement Pocket in the Cape Town Metropolitan area. The settlement received significant attention in 2018/19 due to tense confrontations between residents of Sigalo and neighbouring Mitchells Plain, as well as conflicts with the City of Cape Town (CoCT) due to increasing service delivery protests. The main purpose of the enumeration was to inform the upgrading interventions to be implemented in the area.

In terms of the Finance Linked Individual Subsidy Programme (FLISP), its success hinges on potential subsidy beneficiaries accessing mortgage finance. To this end the Department has initiated a pilot Housing Consumer Credit Readiness Initiative. The intention of this initiative is to effectively rehabilitate those consumers who are unable to access bank finance due to impaired credit records. This initiative uses the period whilst the property is being developed to get the potential home-owner with a blemished credit record, to become "credit ready". Consumer education on home ownership and housing finance are thus critical components of the initiative.

In addition to this, the Department has been working with Municipalities to understand the true demand, directly linked to actual consumer affordability. An income and expenditure survey was designed and rolled out in the Drakenstein Municipality, in partnership with the financial sector, who pre-screened households in order to provide a picture of potential mortgage finance. The data gathered is invaluable, as it guides the type of unit which should be constructed which households can afford to purchase.

Three projects were Affirmed by the MEC and forwarded to the SHRA for approval to receive funding from the Consolidated Capital Grant in 2018/19. These were Bothasig Phase 3, The Block, Glenhaven and the Conradie Social Housing Project (located within the Catalytic project of the same name).

Furthermore, planning for the acceleration of social housing outside of Cape Town is gaining momentum. Social Housing Restructuring Zones have now been Gazetted in 11 non-Metro Leader Towns. These sites can provide significant impetus within key central rental housing precincts. Municipalities are now focusing on establishing formal social housing partnerships which facilitate sustainable relationships through streamlining access to resources. Some 53 potential non-metro projects intended for delivery over the next 10 years, entailing approximately 16 406 units, are now being actively explored. The intention is that the first Social Housing project outside of the Metro, comprising of 360 units, will break ground as part of an integrated development at Dal Josafat in Drakenstein Municipality in the next financial year.

The Living Cape Framework

The Living Cape Framework was formally launched in January 2019. As part of the provincial roll out, two multi-sectoral test beds have been activated. The "Public Infra-structure Activation" has been launched at the Intlanganiso High School in Khayelitsha and the project is managed by the Lukhanyo Hub, a non-profit organization jointly with the Resilient Civic Design Collective (RCDC). The objective of the project is to establish a mixed-use transversal project comprising the research, design and implementation of a 'catalytic' model for inclusive urban upgrading and development, which will improve lives and have social and economic impact for the long term. The vision is to duplicate the project in future. As part of the project the Lukhanyo Urban Farming Network (LUFN) has been established and a successful food garden is managed on the premises. It will soon be extended to include aquaponics and hydroponics. The strategy to expand the urban farming network to the next layer of schools connected to Lukhanyo Hub has been progressing and 1 hectare area of unused land at the neighbouring school will be developed as a large urban farm with a food processing facility and a training centre. Funding has been obtained by RCDC from the Dutch Government (Ministry of Economics) to develop a Climate Adaptation Toolkit that will assist to provide integrated water, sanitation, waste and energy solutions to the schools.

An overall design concept has been developed to include:

- Common Ground Center
- Common Ground Event Structure
- Public Realm
- Lighting and seating (to optimize the utilization of the MOD centre)
- Site-wide climate adaptation
- Outline site plan. Further work is ongoing. This clearly demonstrates the optimization of under-utilised public spaces through strategic and well-designed investments.

Secondly the 'Area-based approach' has been initiated in Villiersdorp to collectively enable the Theewaterskloof Municipality with the implementation of the Public Investment Framework, done with the support of the Department of Environmental Affairs and Development Planning (DEADP). Area-based planning further aims to ensure that all typologies of areas contribute to the development of integrated human settlement opportunities to improve the quality and quantity of housing opportunities and supporting services and facilities in all types of areas.

Informal Settlement Support Plan (ISSP)

The roll out of the Informal Settlement Support Plan (ISSP) is still receiving priority attention. For the year under review, 20 municipalities were supported to integrate upgrading of informal settlements into their project pipelines. In total, 82 settlements have been identified for upgrading during the Medium Term Expenditure Framework (MTEF) period. Of these, 36 projects are now in the planning phase and 12 has been implemented during the 2018/19 financial year. Assistance is rendered with project packaging and to fast-track planning approvals by relevant departments. 16 Municipalities have requested assistance from the 8 NGO's appointed. They are assisting in conducting social facilitation and mobilisation, community surveys, data collection, skills development, conflict resolutions, networking and brokering. The NGO's serves as intermediaries in communities and support the Department and municipalities to plan and action the in-situ upgrading of informal settlements, based on the specific needs of each municipality and settlement.

The Better Living Challenge which is a joint initiative of the Department of Human Settlements, Economic Affairs and Tourism and the Craft and Design Institute had an incubator to train community members to improve their informal structures as preventative measure. The project was launched during March 2019 and 10 people were trained. It is planned to extend the project to another area to provide opportunities for the trainees and to equip more communities with skills as to ensure improved living conditions for people living in informal settlements. The ISSP does not only focus on the formal upgrading of informal settlements, but also to improve living conditions whilst waiting for formal development of areas.

The Informal Settlement Support Forum that was established towards the end of 2017 monitors progress, renders support and introduces municipalities to new innovations in informal settlement upgrading. Representatives of all provincial Departments, municipalities and NGO's serve on the Forum. A number of Provinces from elsewhere has visited the Forum meetings and launched similar structures based on the Western Cape Model.

Green Procurement Implementation in State-subsidised Housing.

In 2018/19 the WCDHS undertook a project for green procurement implementation in state-subsidised housing, focussing on specifically on tender documents, norms and standards and environmental management programs covering construction. The projects are to be completed in 2019/20.

Strategic objectives, performance indicators, planned targets and actual achievements.

Strategic Objectives

Programme 2: Housing Needs, Research and Planning							
Strategic Objectives	Strategic Objective Indicators	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19
Improve integrated development and spatial planning at a municipal level by providing municipalities with the support with regards to human settlement development	2.1 Number of planned human settlement projects aligned to IDPs and based on the objectives of Outcome 8 and representing national and provincial priorities approved by 31 March 2019	23	27	7	15	16	+1 The overachievement is attributed to the necessary capacity building initiatives in terms of human settlement projects.
Establish effective mechanisms for target setting, spatial targeting and future delivery projections Enhancing the policy regime in relation to human settlements	2.2 Part D of the Annual Performance Plan populated according to the prescribed format of National Treasury by 31 March 2019	1	1	1	1	1	-
Enhancing the policy regime in relation to human settlements	2.4 Number of research papers produced with content relating to the development of sustainable human settlements by 31 March 2019	2	4	3	2	2	-

Programme 2: Housing Needs, Research and Planning								
No	Performance Indicator	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
Planning								
2.1	Number of planned human settlement projects aligned to IDPs and based on the objectives of Outcome 8 and representing national and provincial priorities approved by 31 March 2019	23	27	7	15	16	+1	The overachievement is attributed to the necessary capacity building initiatives in terms of human settlement projects.
2.2	Part D of the Annual Performance Plan populated according to the prescribed format of National Treasury by 31 March 2019	1	1	1	1	1	-	
2.3	Number of municipalities that the Department is providing with technical support (including transfer of skills) to enable the municipality to produce development plans for human settlements projects by 31 March 2019	25	25	25	25	25	-	
Research								
2.4	Number of research papers produced with content relating to the development of sustainable human settlements by 31 March 2019	2	4	3	2	2	-	
Legislation and Policy								
2.5	Number of policy and policy guidelines developed by 31 March 2019	2	2	2	1	1	-	

Strategy to overcome areas of underperformance

None

Changes to planned targets

None

Linking performance with budgets

Sub-Programme Name	2018 / 2019			2017 / 2018		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	16,136	16,136	-	15,793	15,724	69
Planning	9,146	9,146	-	9,047	9,047	-
Total	25,282	25,282	-	24,840	24,771	69

4.3 Programme 3: Housing Development**Purpose**

To provide housing opportunities, including access to basic services, to beneficiaries in accordance with the Housing Code.

Sub-Programmes

Administration:	To provide administration support funded from equitable share.
Financial Interventions:	To facilitate immediate access to housing goods and services creating an enabling environment and providing implementation support.
Incremental Interventions:	To facilitate access to housing opportunities through a phased process
Social & Rental Interventions:	To facilitate access to rental housing opportunities, supporting Urban Restructuring and Integration.

Strategic Objectives

- Implement an upscaled delivery programme;
- Improve security of tenure by ensuring that title deeds are timeously transferred to qualifying of housing subsidies funded by the Department;
- To create an enabling environment to stimulate job and empowerment opportunities for contractors with HDI, women and youth representation; and
- To increase sustainable resource use, which includes exploring innovative technologies through construction, energy, water and sanitation.

Performance overview

Through the implementation of the various strategies, the Department succeeded in delivering on its mandate by providing housing opportunities to residents of the Western Cape. This includes a significant **18 370** housing opportunities comprising of **8 872** sites, and **7 828** units, and **1 670** EEDBS opportunities.

The Title Deeds Restoration Project aims to put in measures to accelerate the eradication of the backlog in the transfer of ownership of houses in subsidy built human settlements and is continuing to yield positive results. In this regard a total of **9 662** title deeds were transferred against the target of 7 000.

With the continued effort aimed towards our empowerment programmes, there has been a 12.76% overachievement, with the Department awarding 62.76% of the HSDG to HDI contractors, against a target of 50%, proving that the developed SOP's for Professional Service Providers and the Contractors Framework Agreement, are yielding the desired results.

The awareness raising initiatives has encouraged participation by young people in the built environment and resulted in more youth participating in the training programme (177 young people trained against a target of 150). Significantly, the Department also facilitated 578 job opportunities through the Expanded Public Works Programme (EPWP), well above the set target of 400. These opportunities afford all its beneficiaries an opportunity to participate in the mainstream economy. However, fewer contractors with women representation tendered for jobs in the construction environment during the year under review. Therefore, the Department will continue to engage and support the South African Women in Construction (SAWIC) initiative to attract more women to the construction industry. This partnership assists in empowering women and improving skills and capacity in the construction industry.

During the 2018/19 financial year, the Department delivered a total of **1 111** housing units against a target of 600, that incorporated sustainable building technologies such as construction, energy, water and sanitation.

With the on-going Catalytic and Provincial Priority Projects, the Department continues to make significant strides towards achieving the target of 100 504 housing opportunities.

The table below outlines the progress and status of the Catalytic and Provincial Priority Projects:

Project	Municipality	Estimated Yield	Progress during 2018/19
Catalytic Projects			
Southern Corridor Integrated Human Settlement Programme	City of Cape Town	51 540	<p>Farm 694 New Woodlands – During 2018/19, the Department awaited LUPA approval. The procurement process is currently underway for bulk services, internal services and top structures. A contractor will be appointed during the 2019/20 financial year.</p> <p>Kosovo Main Site – For this site, the Contextual Development Framework was approved and a Preparation Plan of Subdivision was submitted. The Environmental Checklist was approved by Department of Environmental Affairs and Development Planning (DEADP).</p> <p>Philippi Wedge – construction to commence.</p> <p>Forest Village – During 2018/19 the Department completed 82% of services with a total of 3 111 sites serviced. Top structures were 41% completed with 1 214 practically completed (PC's) achieved and bulk infrastructure was 63% completed.</p> <p>Thabo Mbeki – in collaboration with the CoCT the design phase in 2018/19 was finalised and construction is planned to commence in 2019/20.</p> <p>Tsunami – During 2018/19 the Land Use Planning Approval (LUPA) process was concluded and it is envisaged that construction will commence once the community is partially relocated to Delft infills.</p> <p>Airport Precinct Informal Settlement and infill site – During 2018/19, plans was submitted to the CoCT and the Department is awaiting the approvals. During this year, 2019/20 the beneficiary administration process also commenced.</p> <p>Weltevreden Wedge & VUSI Land – The appointment of a professional service provider was in the process of being finalized. Investigations for medium density Temporary Relocation Area (TRA) was also conducted during the year under review.</p> <p>Ithemba Farms – The final plan of subdivision was submitted in September 2018. The Environmental Authorisation was also received in January 2019, however, the Department was informed that this is being appealed. LUPA approval was being considered during February 2019.</p> <p>In addition to this, the tender for bulk services, internal services and top structures was advertised and the Department is currently awaiting the final bid evaluation report.</p> <p>Penhill Farms – During May 2018, the consolidation and rezoning of the Subdivisional Area was approved and a Submission of a Detailed Subdivision was submitted in October. LUPA approval is expected once the Environmental Impact Assessment (EIA) has been issued with the Heritage Western Cape granting approval in January 2019. The tenders for Phase 1A, 1B, 1C and bulk electrical was concluded during 2018/19.</p>

Project	Municipality	Estimated Yield	Progress during 2018/19
Catalytic Projects			
Belhar CBD	City of Cape Town	4 188	During 2018/19, construction started and is currently in the 2nd phase of the development, with approximately 1 000 affordable rental units and 102 military veteran units and student accommodation being constructed.
Thembaletu	George	4 350	During 2018/19, on-site construction continued.
Transhex	Breede Valley	8 873	During 2018/19, the contractor was appointed and commenced with the installation of services for 2 546 sites. Traffic upgrades on the R60 has been added to the Martin & East contract as a variation and the commencement of construction of the traffic circle. A tender for 819 top structures has been awarded.
Syferfontein	George	5 814	LUPA and Water Use License Applications (WULA) have been approved during 2018/19 and the contractors appointed. Construction commenced in March 2019. Beneficiary administration commenced during the year under review. The Department experienced a delay in the tender process to install a sewerage package plant.
Vlakkeland	Drakenstein	2 653	During 2018/19, two contractors were appointed and are on site. Services was completed for phase 1.2 and 1.3 and top structures construction is in progress on both contracts. An internal electrical tender was awarded by the municipality.
Wilderness Heights	George	117	The planning and design phase for this project has commenced and will continue in the 2019/20 financial year. The Department has started negotiations with owners who have offered to release their land for development.

Project	Municipality	Estimated Yield	Progress during 2018/19
Provincial Priority Projects			
Conradie Hospital Site	City of Cape Town	3 605	During 2018/19, the Department has appointed a developer and construction of bulk services are planned to commence in 2019/20.
Dal Josafat	Drakenstein	2 078	During 2018/19, the Department worked towards the completion of the construction of the remaining 20 houses for farmworkers and it is planned to be completed early in 2019.
Vredebes	Ceres	3 417	During 2018/19, the Department worked towards the completion of the construction of the remaining 20 houses for farmworkers and it is planned to be completed early in 2019.
Bella Vista	Ceres	-	Project completed.
Grabouw	Theewaterskloof	8 169	During 2018/19 the contractor continued with construction on 1 169 top structures.
Louis Fourie	Mossel Bay	1 012 sites 725 BNG 278 FLISP	During 2018/19, negotiations with the preferred bidder was concluded and the beneficiary administration process started.
Vredenburg Urban Regeneration	Saldanha Bay	1 400	During 2018/19, R 30 million was transferred to the Municipality to assist with the purchase of 3 pockets of land. Planning approval was granted in January 2019 and the Department is in the process of finalizing the agreement.
De Novo	Stellenbosch	300	74 units will be rectified during the 2019/20 financial year and the contractor is in the process of being appointed. A planning consultant is in the process of being appointed for the township establishment.

Project	Municipality	Estimated Yield	Progress during 2018/19
Provincial Priority Projects in Planning			
Taiwan & YB Section	City of Cape Town	5 500	<p>Taiwan Informal Settlement Upgrade Project - The Geotechnical Desktop study report and Land Survey assessment report was completed and submitted in December 2018. The professional service provider has conducted an assessment for the existing bulk service capacity.</p> <p>YB Section Informal Settlement Upgrade Project - The Geotechnical Desktop study report and Land Survey assessment report was completed and submitted in December 2018. A Pre-Implementation report was completed and circulated to PSP's to assist with planning. The enumeration study report is currently under review for comment by the Department.</p>
Greater Hermanus	Overstrand Municipality	7 400	<p>During 2018/19, the Department made an offer for the acquisition of land and is currently awaiting a response from the owners.</p> <p>With regards to planning, PSP's have been selected and project pre-planning was approved by PPC pending the purchase of the land.</p>
Greater Retreat	City of Cape Town	6 500	<p>During 2018/19, land parcel investigations was concluded and have been ranked in terms of the most suitable for development.</p> <p>As for community engagement, the HoD met with respective wards during Feb 2019 to present project progress and the role of the Project Steering Committee (PSC).</p> <p>A total of 757 farm sites were secured from the Department of Transport and Public Works (DTPW), with on-site investigations and draft designs commencing in February 2019.</p>
Du Noon-Killarney Gardens	City of Cape Town	11 000	<p>During 2018/19, the sale agreement has been concluded with the land owner. Professional service providers have been appointed.</p>
Hout Bay	City of Cape Town	1 400	<p>During 2018/19, land has been acquired and sale agreements signed for 4 properties. 2 of the properties has been transferred and 2 have been registered during September. A pre-feasibility study has been completed and planning commenced in November 2018.</p>
Bo Kaap, Oranjezicht, and Inner City Infills	City of Cape Town	2 000	<p>During 2018/19, seven properties were identified for acquisition and the Department engaged the owners and submitted a formal request to acquire these properties. Letters were sent to the DTPW to fast track the rectification of Erf boundaries and consolidation of relevant portions. PSP's were also appointed.</p>
Scottsdene	City of Cape Town	2 897	<p>The Department was in negotiations with the current developer to reach an agreement to make 688 housing units available for BNG and FLISP beneficiaries.</p>
Grand Total		98 519 (148 216)	

Strategic objectives, performance indicators, planned targets and actual achievements.

Strategic Objectives

Programme 3: Housing Development								
Strategic Objectives	Strategic Objective Indicators	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
Implement an upscaled delivery programme	Total number of housing units delivered by 31 March 2019	11 604	11 283	10 212	9 467	7 828	-1 639	Delays experienced as a result of community dynamics (i.e. community protests, project stoppages) resulted in targets not being met.
	Total number of serviced sites delivered by 31 March 2019	6 829	8 546	9 773	8 693	8 872	+179	Construction and acquiring of serviced sites and handing over thereof to municipalities and beneficiaries was accelerated.
Improve security of tenure by ensuring that title deeds are transferred	3.7 Number of properties transferred to beneficiaries that were developed post 1994 by 31 March 2019	7 680	9 767	9 793	7 000	9 662	+2 662	The Title Deed Restoration Project brought in place mechanisms to expedite the transfer process.
To create an enabling environment for the creation of job and empowerment opportunities	3.8 Number of work opportunities facilitated by 31 March 2019	355	345	1 735	400	578	+178	Various projects were actioned, which resulted in more job opportunities being facilitated.
	3.9 Percentage of Human Settlements Development Grant (HSDG) paid to contractors with HDI representation , within the housing sector by 31 March 2019	50%	50.21%	64.04%	50%	62.76%	+12.76%	Awareness initiatives embarked upon by the Department to entice participation by HDI contractors in the built environment resulted in more HDI contractors tendering for work in the Department.

Strategic objectives, performance indicators, planned targets and actual achievements.

Strategic Objectives

Programme 3: Housing Development							
Strategic Objectives	Strategic Objective Indicators	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19
To increase sustainable resource use, which includes exploring innovative technologies through construction, energy, water and sanitation	3.13 Total number of houses built using sustainable building technologies in construction, energy, water, and sanitation, by 31 March 2019	2 023	1 893	2 288	600	1 111	+511
							More projects with sustainable building technology initiatives were actioned.

Aggregate Indicators

Programme 3: Housing Development							
Performance Indicator	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
Total number of housing units delivered that have reached a stage of practical completion by 31 March 2019	11 604	11 283	10 212	9 467	7 828	-1 639	Delays experienced as a result of community dynamics (i.e. community protests, project stoppages) resulted in targets not being met.
Total number of serviced sites delivered by 31 March 2019	6 829	8 546	9 773	8 693	8 872	+179	Construction and acquiring of serviced sites and handing over thereof to municipalities and beneficiaries was accelerated.

The aggregate indicator on housing units is constituted by indicators 3.1, 3.2, 3.4 and 3.6

The aggregate indicator on sites is constituted by 3.1, 3.3 and 3.5

Performance Indicators

Programme 3: Housing Development								
No	Performance Indicator	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
Financial Interventions								
Individual Housing Subsidies (R0 – R3 500 Non-Credit Linked)								
3.1	Number of subsidies disbursed (R0 – R3 500 non-credit linked) by 31 March 2019	198	275	273	130	284	+154	There was a higher demand for non-credit linked subsidies than was anticipated.
Financed Linked Individual Subsidy (R3 501 – R15 000 FLISP)								
3.2	Number of FLISP subsidies disbursed (R3 501 – R15 000) by 31 March 2019	426	745	589	400	465	+65	There was a higher demand for FLISP subsidies than was anticipated.
Incremental Housing Programme								
3.3	Number of new sites connected to basic services as part of the Integrated Residential Development Programme (IRDP) within projects completed by 31 March 2019	4 460	6 412	6 461	7 341	6 569	-772	Slow progress was due to community dynamics, such as gangsterism, and service delivery protests.
3.4	Number of housing units delivered that have reached the stage of practical completion as part of the Integrated Residential Development Programme (IRDP Phase 4) by 31 March 2019	4 401	4 073	4 577	7 307	4 777	-2 530	Slow progress was due to community dynamics, such as gangsterism, and service delivery protests.

Programme 3: Housing Development								
No	Performance Indicator	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
3.5	Number of sites delivered which are connected to basic services as part of the Upgrading of Informal Settlements Programme (UISP) within projects completed by 31 March 2019	1 829	2 134	705	1 352	2 019	+667	Construction of UISP serviced sites and handing over thereof to municipalities was accelerated.
Peoples Housing Programme (PHP)								
3.6	Number of housing units delivered that has reached the stage of practical completion as part of the Peoples Housing Programme (PHP) by 31 March 2019	4 345	4 050	2 932	1 630	2 302	+672	Processes to build PHP units were accelerated.
Transfer of Title Deeds								
3.7	Number of properties transferred to beneficiaries that were developed post 1994 by 31 March 2019	7 680	9 767	9 793	7 000	9 662	+2 662	The Title Deed Restoration Project brought in place mechanisms to expedite the transfer process.
Empowerment Opportunities and Job Creation								
3.8	Number of work opportunities facilitated by 31 March 2019	355	345	1 735	400	578	+178	Various projects were actioned, which resulted in more job opportunities being facilitated.

Programme 3: Housing Development								
No	Performance Indicator	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
3.9	Percentage of Human Settlements Development Grant (HSDG) paid to contractors with HDI representation , within the housing sector by 31 March 2019	50%	50.21%	64.04%	50%	62.76%	+12.76%	Awareness raising initiatives embarked upon by the Department to entice participation by HDI contractors in the built environment, resulted in more HDI contractors tendering for work in the Department.
3.10	Percentage of HDI amount paid to contractors with women representation , within the housing sector by 31 March 2019	18.16%	9.29%	10.49%	20%	12.91%	-7.09%	Few contractors with women representation tendered for jobs in the construction area.
3.11	Percentage of HDI amount paid to contractors with youth representation , within the housing sector by 31 March 2019	2.43%	6.12%	3.77%	10%	3.78%	-6.22%	Few contractors with youth representation tendered for jobs in the construction area.
3.12	Number of young people trained in various disciplines of the built sector environment by 31 March 2019	60	150	132	150	177	+27	Awareness raising initiatives embarked upon by the Department to entice participation by young people in the built environment resulted in more youth participating in the training programme.
Sustainable Resource Use								
3.13	Total number of houses built using sustainable building technologies in construction, energy, water, and sanitation, by 31 March 2019	2 023	1 893	2 288	600	1 111	+511	More projects with sustainable building technology initiatives were actioned.

Delivery per housing programme			
Municipality	Programme	Delivery	
		Serviced Sites	Housing Units
Beaufort West	Integrated Residential Development Programme (IRDP)	-	551
Berg River	Integrated Residential Development Programme (IRDP)	-	30
Bitou	Integrated Residential Development Programme (IRDP)	-	69
Breede Valley	Integrated Residential Development Programme (IRDP)	686	29
Cape Agulhas	Integrated Residential Development Programme (IRDP)	-	14
Cederberg	Integrated Residential Development Programme (IRDP)	596	50
	Upgrading of Informal Settlements Programme (UISP)	162	-
City of Cape Town (includes Provincial Projects)	Integrated Residential Development Programme (IRDP)	1922	3261
	People's Housing Process (PHP)	-	1507
	Upgrading of Informal Settlements Programme (UISP)	169	-
Drakenstein	Integrated Residential Development Programme (IRDP)	604	59
George	Integrated Residential Development Programme (IRDP)	400	21
	People's Housing Process (PHP)	-	368
	Upgrading of Informal Settlements Programme (UISP)	476	-
Hessequa	Integrated Residential Development Programme (IRDP)	-	11
Kannaland	Integrated Residential Development Programme (IRDP)	-	0
Knysna	Integrated Residential Development Programme (IRDP)	30	-
	People's Housing Process (PHP)	-	112
Langeberg	Upgrading of Informal Settlements Programme (UISP)	505	-
Matzikama	Integrated Residential Development Programme (IRDP)	399	-
Mosselbay	Integrated Residential Development Programme (IRDP)	-	104
	Upgrading of Informal Settlements Programme (UISP)	193	-
Oudtshoorn	Integrated Residential Development Programme (IRDP)	-	174
	Upgrading of Informal Settlements Programme (UISP)	221	-
Overstrand	Integrated Residential Development Programme (IRDP)	544	171
	Upgrading of Informal Settlements Programme (UISP)	100	-
Prince Albert	Integrated Residential Development Programme (IRDP)	-	93
Saldanah	Integrated Residential Development Programme (IRDP)	309	28
	People's Housing Process (PHP)	-	187
Stellenbosch	Integrated Residential Development Programme (IRDP)	444	12
Swartland	Integrated Residential Development Programme (IRDP)	-	100
	People's Housing Process (PHP)	-	22
Swellendam	Integrated Residential Development Programme (IRDP)	-	0
Theewaterskloof	People's Housing Process (PHP)	-	106
	Upgrading of Informal Settlements Programme (UISP)	193	-
Witzenberg	Integrated Residential Development Programme (IRDP)	635	-
Other Housing Programmes (Individual Housing Subsidy Programme)		284	749
Grand Total		8 872	7 828

Strategy to overcome areas of underperformance

- On a quarterly basis, reports on performance against predetermined targets will be submitted. This will improve the level of reporting of performance information and its portfolio of evidence (POE) for verification and validation thereof.
- Systems that are already in place to verify data (and the associated evidence used to validate outputs) will be intensified.
- Regular technical meetings will be held with municipalities to ensure alignment of performance reporting as well as to mitigate areas of concern.
- As part of its Business Planning process, the Department will identify projects that can be brought forward or accelerated to mitigate any in-year issues arising on projects with delivery challenges.

Changes to planned targets

None

Linking performance with budgets

Sub-Programme Name	2018 / 2019			2017 / 2018		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	119,101	115,115	3,986	201,040	193,214	7,826
Financial Interventions	459,024	375,251	83,773	252,487	252,487	-
Incremental Interventions	1,686,356	1,686,356	-	2,060,639	2,060,639	-
Social Rental Interventions	7,657	7,657	-	13,632	13,632	-
Total	2,272,138	2,184,379	87,759	2,527,798	2,519,972	7,826

4.4 Programme 4: Land and Asset Management

Purpose

The purpose of this Programme is to provide for the strategic, effective and efficient management, devolution and transfer of housing assets.

Sub-Programmes

Administration:	To provide administration support funded from equitable share.
Housing Properties Management:	To provide for the maintenance of housing properties, the transfer of ownership and to identify and secure land.

Strategic Objectives

- Improve the living conditions of beneficiaries through the writing-off of debt, with the objective of transferring the ownership of properties to qualifying beneficiaries;
- Improve security of tenure by ensuring that title deeds are transferred to qualifying beneficiaries of housing subsidies funded by the Department.

Performance overview

During the year under review, the Department overachieved on the 250-target set to reduce debtors with outstanding balances to nil. The actual achievement of 1 670 was reached due to more debtors qualifying for the Enhanced Extended Discount Benefit Scheme (EEDBS) and write offs in terms of the Debt Write Off Policy. Although the qualifying criteria is rigid and challenging, the Department focused its efforts on identifying debtors that meets the qualifying criteria.

With regards to the number of title deeds transferred to qualifying beneficiaries of pre-1994 housing units, a total of 341 title deeds were transferred against a target of 340. This was due to efforts by the Title Deeds Restoration Project to fast track transfers of title deeds and the resolution of challenges. The Department has also made direct appointments of Professional Service Providers (PSP) on behalf of Local Municipalities to survey and transfer properties which contributes to the success of the project.

Strategic objectives, performance indicators, planned targets and actual achievements.

Strategic Objectives

Programme 4: Land and Asset Management								
Strategic Objectives	Strategic Objective Indicators	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
Improve the living conditions of beneficiaries through the writing off of debt with the objective of transferring the ownership of properties to qualifying beneficiaries	4.1 Number of debtors whose outstanding balances have been reduced to nil ; in terms of the legislative and regulatory prescripts by 31 March 2019	1 224	1 490	1 813	250	1 670	+1 420	More debtors qualified for the Enhanced Extended Discount Benefit Scheme (EEDBS) and write offs in terms of the Debt Write Off Policy.
	4.2 Number of title deeds transferred to qualifying beneficiaries of pre-1994 housing units by 31 March 2019	250	504	344	340	341	+1	The Title Deeds Restoration Project assisted in fast tracking transfers of title deeds and resolution of challenges.

Performance Indicators

Programme 4: Land and Asset Management								
No	Performance Indicator	Actual Achievement 2015/16	Actual Achievement 2016/17	Actual Achievement 2017/18	Planned Target 2018/19	Actual Performance 2018/19	Deviation from planned target to actual achievement for 2018/19	Comments on deviation
4.1	Number of debtors whose outstanding balances have been reduced to nil ; in terms of the legislative and regulatory prescripts by 31 March 2019	1 224	1 490	1 813	250	1 670	+1 420	More debtors qualified for the Enhanced Extended Discount Benefit Scheme (EEDBS) and write offs in terms of the Debt Write Off Policy.
4.2	Number of title deeds transferred to qualifying beneficiaries of pre-1994 housing units by 31 March 2019	250	504	344	340	341	+1	The Title Deeds Restoration Project assisted in fast tracking transfers of title deeds and resolution of challenges.

The 1 670 units and sites acquired through the EEDBS form part of the total opportunities of 20 040 delivered in the financial year.

Strategy to overcome areas of underperformance

None

Changes to planned targets

None

Linking performance with budgets

Sub-Programme Name	2018 / 2019			2017 / 2018		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	24,024	24,024	-	22,973	22,973	-
Housing Property	11,954	11,954	-	16,030	16,030	-
Total	35,978	35,978	-	39,003	39,003	-

5. TRANSFER PAYMENTS

5.1 Transfer payments to public entities

None

5.2 Transfer payments to all organisations other than public entities

The table below reflects the transfer payments made for the period 01 April 2018 to 31 March 2019;

Name of Transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with S38(1)(i) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity
Breede Valley	Municipality	Acceleration of housing delivery Grant	N/A			N/A
		Municipal rates and taxes	N/A	89	89	N/A
City of Cape Town	Municipality	Acceleration of housing delivery Grant	YES	5 000	4 706	Appropriated in the municipal adjustments budget
		Settlement assistance Grant	YES	1 500	785	Appropriated in the municipal adjustments budget
		Municipal rates and taxes	N/A	5 084	5 084	N/A
Drakenstein	Municipality	Acceleration of housing delivery Grant	YES	17 325	-	Appropriated in the municipal adjustments budget
		Municipal rates and taxes	N/A	60	60	N/A
George	Municipality	Municipal rates and taxes	N/A	59	59	N/A
Matzikama	Municipality	Municipal rates and taxes	N/A	1	1	N/A
Saldanha	Municipality	Municipal rates and taxes	N/A	78	78	N/A
Stellenbosch	Municipality	Acceleration of housing delivery Grant	YES	9 686	9 686	Appropriated in the municipal adjustments budget
		Municipal rates and taxes	N/A	145	145	N/A
Swartland	Municipality	Municipal rates and taxes	N/A	12	12	N/A
Swellendam	Municipality	Municipal rates and taxes	N/A	7	7	N/A

Name of Transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with S38(1)(i) of the PFMA	Amount transferred (R'000)	Amount spent by the entity (R'000)	Reasons for the funds unspent by the entity
Oudtshoorn	Municipality	Acceleration of housing delivery Grant	YES	5 000	-	Appropriated in the municipal adjustments budget
Hessequa	Municipality	Municipal rates and taxes	N/A	33	33	N/A
Human Science Research Council	Departmental Agency	Research	N/A	400	400	N/A
University of Cape Town	Higher Education Institution	Research	N/A	300	300	N/A
Cape Craft Design Institute	NPI	Support the Better Living Challenge	N/A	1 400	1 400	N/A
SA Planning Institute	NPI		N/A	100	100	N/A
Social Housing Foundation	NPI		N/A	3 000	3 000	N/A
Total				49 279	25 945	

6. CONDITIONAL GRANTS

6.1 Conditional grants and earmarked funds paid

None

6.2 Conditional grants and earmarked funds received

The tables below details the conditional grants and earmarked funds received for the period 01 April 2018 to 31 March 2019.

Conditional Grant 1: Human Settlements Development Grant (HSDG)

Department who transferred the Grant	National Department of Human Settlements
Purpose of the Grant	The facilitation and provision of basic infrastructure, top structures, and basic social and economic amenities that contribute to the establishment of sustainable human settlements.
Expected outputs of the Grant	<ul style="list-style-type: none"> - 8 693 sites - 9 467 units - 250 EEDBS opportunities
Actual outputs achieved	<ul style="list-style-type: none"> - 8 872 sites - 7 828 units - 1 670 EEDBS opportunities
Amount per amended DORA (R'000)	R 2 018 903 000.00
Amount transferred (R'000)	R 2 018 903 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Department (R'000)	R 2 018 903 000.00
Reasons for the funds unspent by the Department	N/A
Monitoring mechanisms by the transferring Department	The Department submits quarterly reports to the National Department of Human Settlements during the financial year to track performance. At the end of the year an evaluation report is submitted to monitor performance.

Conditional Grant 2: Expanded Public Works Programme (EPWP)

Department who transferred the Grant	National Department of Public Works
Purpose of the Grant	To incentivise provincial departments to expand work creation efforts through the use of labour intensive delivery methods
Expected outputs of the Grant	<ul style="list-style-type: none"> - 400 Work Opportunities - 165 Full Time Equivalents
Actual outputs achieved	<ul style="list-style-type: none"> - 578 Work Opportunities - 202 Full Time Equivalents
Amount per amended DORA (R'000)	R 3 014 000.00
Amount transferred (R'000)	R 3 014 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Department (R'000)	R 3 014 000.00
Reasons for the funds unspent by the Department	N/A
Monitoring mechanisms by the transferring Department	The Department submits quarterly reports to the National Department of Human Settlements during the financial year to track performance

Conditional Grant 3: Provincial Emergency Housing Grant (PEHG)

Department who transferred the Grant	National Department of Human Settlements
Purpose of the Grant	The facilitation and provision of basic infrastructure, top structures, and basic social and economic amenities that contribute to the establishment of sustainable human settlements.
Expected outputs of the Grant	N/A N/A
Actual outputs achieved	N/A N/A
Amount per amended DORA (R'000)	R83 773 000.00
Amount transferred (R'000)	R83 773 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Department (R'000)	R 0
Reasons for the funds unspent by the Department	The non-spending on the Provincial Emergency Housing Grant of R83.773 million is due to the fact that it was only appropriated in March 2019, resulting in the delay in finalising the tender processes which could not be finalised before financial year end.
Monitoring mechanisms by the transferring Department	The Department submits quarterly reports to the National Department of Human Settlements during the financial year to track performance.

Conditional Grant 4: Title Deeds Restoration Grant (TDRG)

Department who transferred the Grant	National Department of Human Settlements
Purpose of the Grant	To finance and expedite the eradication of the backlog in the transfer of ownership of houses in subsidy built human settlements.
Expected outputs of the Grant	- 7 000 title deeds to be transferred
Actual outputs achieved	- 9 662 title deeds transferred
Amount per amended DORA (R'000)	R50 361 000.00
Amount transferred (R'000)	R50 361 000.00
Reasons if amount as per DORA not transferred	N/A
Amount spent by the Department (R'000)	R50 361 000.00
Reasons for the funds unspent by the Department	N/A
Monitoring mechanisms by the transferring Department	The Department submits quarterly reports to the National Department of Human Settlements during the financial year to track performance.

7. DONOR FUNDS

7.1 Donor funds received.

Name of Donor	DANIDA
Full amount of funding (R'000)	R 19 588 504.24
Period of commitment	2012 – 2018
Purpose of funding	There was an opportunity to disseminate different energy efficient interventions (solar water heaters) to a wider community of the Joe Slovo Phase 3 project.
Expected outputs	1 664 solar water heater installations.
Actual outputs achieved	92 solar water heaters installed 217 solar water heaters purchased
Amount received in current period (R'000)	R 4 723 080.09
Amount spent by the Department (R'000)	R 4 569 530.44
Reasons for funds unspent	Permission was granted by the donors for the DoHS to purchase solar water heaters for all the housing units currently under construction before the conclusion date of the DANIDA funding agreement. This equated to 217 solar water heaters purchased for the amount of R 4 569 530.44.
Monitoring mechanisms by the Donor	Monthly meetings held between the National Department of Human Settlements, the Provincial DoHS and the HDA.

Name of Donor	The Federal Government of Belgium through the Tirelo Bosha Public Service Improvement Facility Programme of the National Department of Public Service and Administration (DPSA).
Full amount of funding (R'000)	R 3 813 823.00
Period of commitment	2015/16 – 2018/19
Purpose of funding	To conduct household surveys and GIS mapping of selected informal settlements in the Breede Valley-, Drakenstein-, Swartland- and George local Municipalities.
Expected outputs	<ul style="list-style-type: none"> • Enhancements to the Western Cape Housing Demand Database • Creation of an Informal Settlements Register • Socio-economic research reports for each municipality • High-resolution aerial imagery and GIS mapping for each informal settlement • Municipal Implementation Guide • Capacitation of Departmental and Municipal officials in the use of drone technology
Actual outputs achieved	<ul style="list-style-type: none"> • Full household enumeration exercises conducted in selected informal settlements in the Breede Valley-, Drakenstein-, Swartland- and George local Municipalities. Socio-economic research reports were produced for each municipality. • GPS co-ordinates assigned to each structure and captured for all social, economic and infrastructure assets in the Department. • High-resolution aerial imagery and GIS mapping for each selected informal settlement. • Capacitation of select Departmental and municipal officials in the use of drone technology. • Drones and Apple iPads were purchased for the Department and partner municipalities to capture aerial imagery. • Laptops, a Trimble device and tablet devices were purchased for the Department for enumeration purposes. • 3 x Municipal Implementation Guides were developed detailing lessons learnt & best practice for enumerations and capturing of aerial imagery
Amount received in current period (R'000)	R 816 995.49
Amount spent by the Department (R'000)	R 2 661 970.09
Reasons for funds unspent	The Department had received R 2 000 000.00 in the 2017/18 financial year which it had spent first before spending funds from the tranche disbursed in the current period.
Monitoring mechanisms by the Donor	Quarterly Progress and Financial Reports prepared by the Department, accompanied by supporting evidence.

8. CAPITAL INVESTMENT

8.1 Capital investment, maintenance and asset management plan

Infrastructure projects	2018 / 2019			2017 / 2018		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Maintenance and repairs	4 657	4 657	-	8 736	8 736	-
Total	4 657	4 657	-	8 736	8 736	-



PART C



UISP
Qolweni Bossiesgif, Bitou

1. INTRODUCTION

The leadership team of the Department of Human Settlements is committed to maintain the highest standards of governance and therefore strives to conform to the governance principles highlighted in the King Code of Governance for South Africa released in 2009. In terms of these principles, the following make up the Department's governance structures:

- An Enterprise Risk Management Committee (which is dealt with in more detail in paragraph 2);
- An Audit Committee providing independent oversight over governance, risk management and control processes of the Department;
- An independent Internal Audit function providing independent assurance that controls are in place to manage and mitigate risks and that they are adequate and functioning effectively;
- Other committees that assist the Accounting Officer and Executive Committee in governing the business of the Department in a fair, responsible, and transparent manner.

2. RISK MANAGEMENT

The Department established an Enterprise Risk Management Committee (ERMCO) to assist the Accounting Officer in executing his responsibilities relating to risk management.

ERMCO RESPONSIBILITY

The ERMCO reported that it has complied with its responsibilities arising from Section 38 (1)(a)(i) of the Public Finance Management Act, Treasury Regulation 3.2.1 and Public Service Regulations of 2016, Chapter 2, Part 1, 2 and 3. Additionally the ERMCO also reported that it has adopted the appropriate formal Terms of Reference (approved by the ERMCO chairperson on 26 March 2018) and has discharged all its responsibilities as contained therein.

ERMCO MEMBERS

The ERMCO comprises of selected members of the Department's senior management team. As per its Terms of Reference, the ERMCO met at least four times (quarterly) during the year under review.

The table below discloses relevant information on ERMCO members:

MEMBER	POSITION	SCHEDULED MEETINGS	ATTENDED	DATE APPOINTED
Mr T Mguli	Accounting Officer (ERMCO Chairperson)	4	4	26/03/2018
Mr F De Wet	CD: Management Support – (CFO and Risk Champion))	4	4	26/03/2018
Ms J Samson	CD: Human Settlements Planning	4	4	13/04/2018
Ms P Mayisela	CD: Human Settlement Implementation	4	3	29/03/2018
Mr M Stoffels	Dir: Financial Management	4	4	04/04/2018
Mr B Nkosi	Dir: Strategic Management Support	4	4	10/04/2018
Mr S Moolman	DD: Management Support	4	3	11/04/2018

OTHER ATTENDEES (STANDING INVITEES)	POSITION	SCHEDULED MEETINGS	ATTENDED
Mr R Chibvongodze	Chief Risk Advisor : Enterprise Risk Management (DotP)	4	4
Mr R J van Rensburg	CD: Provincial Forensic Services (DotP)	4	3
Ms A Haq	Dir: Enterprise Risk Management (DotP)	4	2
Ms V Simpson-Murray	Dir: Internal Audit (DotP)	4	4
Ms M Natesan	DD: Provincial Forensic Services (DotP)	4	4
Ms L Arendse	DD: Internal Auditing (DotP)	4	3
Mr E Peters	IT Governance and Risk Practitioner: DotP (Cel)	4	4

ERMCO KEY ACTIVITIES

The Accounting Officer is the chairperson of the ERMCO. The Chief Financial Officer is the departmental risk champion. In executing its function, the ERMCO performed the following key activities during the year:

- Assessed the implementation of the departmental Risk Management Policy, Strategy and Implementation Plan;
- Evaluated the effectiveness of mitigating strategies to address material risks of the Department, including information technology risks;
- Reviewed all risks outside the tolerance levels for further action/attention;
- Evaluated the effectiveness of the implementation of the fraud prevention plan;
- Reviewed any material findings and recommendations by assurance providers on the system of risk management and monitored that appropriate action is instituted to address the identified weaknesses;
- Assessed the implementation of the departmental Ethics Management Strategy and.
- Evaluated the effectiveness of mitigating strategies to address ethics and economic crime risks.

KEY RISKS CONSIDERED & ADDRESSED DURING THE YEAR

The following are the key Strategic Risks for the Department that were considered and addressed during the year:

- Inability to provide settlements/housing stock to meet the growth in urbanization;
- Inadequate coordination for implementing the informal settlements support plan;
- Inability to unlock the affordable housing ownership market;
- Land invasion and vandalism;
- Lack of access to bulk services
- Lack of suitable land for priority projects and inner-city development.

Each programme's risks were deliberated/debated at the quarterly ERMCO meetings. Programme managers were required to provide feedback on progress with implementation of action plans to reduce the likelihood of risks materialising and/or the impact should they materialise. ERMCO also referred risks back that should be analysed more extensively and recommended additional mitigations or actions to manage risks.

KEY EMERGING RISKS FOR THE FOLLOWING FINANCIAL YEAR

The following are key emerging risks which needs to be considered in the next financial year:

- Erosion of mandates
- Compliance relating to recruitment and retention of staff

CONCLUSION

The Department received the necessary guidance and assistance from Enterprise Risk Management (ERM) to be in line with the Audit Committee's compliance requirements on a quarterly basis. The Internal Control provides a co-ordination/secretariat role between ERM, audit committee and the Department.

3. FRAUD AND CORRUPTION

Fraud and corruption represents significant potential risks to the Department's assets and can negatively impact on service delivery efficiency and the Department's reputation.

The Western Cape Government (WCG) adopted an Anti-Fraud and Corruption Strategy, which confirms the Province's zero-tolerance stance towards fraud, theft and corruption. In line with this strategy, the Department is committed to zero-tolerance with regard to corrupt, fraudulent or any other criminal activities, whether internal or external, and vigorously pursues and prosecutes by all legal means available, any parties who engage in such practices or attempt to do so.

The Department has an approved Fraud and Corruption Prevention and Response Plan as well as a Fraud Prevention Implementation Plan, which gives effect to the Prevention Plan.

Various channels for reporting allegations of fraud, theft and corruption exist, and these are described in detail in the Provincial Anti-Fraud and Corruption Strategy and the Departmental Fraud and Corruption Prevention and Response Plan. Each allegation received by the Provincial Forensic Services (PFS) Unit is recorded in a Case Management System, which is used as a management tool to report on progress made with cases relating to the Department and to generate statistics for the Province and Department.

Employees and workers who blow the whistle on suspicions of fraud, corruption and theft are protected if the disclosure is a protected disclosure (i.e. meets statutory requirements e.g. was made in good faith). Following amendments by the Protected Disclosures Amendment Act, No 5 of 2017, the transversal Whistle-blowing Policy was reviewed and the revised Whistle-blowing Policy was approved on 18 July 2018. The Policy provides guidelines to employees and workers on how to raise concerns with the appropriate line management, specific designated persons in the WCG or external institutions, where they have reasonable grounds for believing that offences or improprieties have been or are being perpetrated within the WCG. The opportunity to remain anonymous is afforded to any person who would like to report acts of fraud, theft and corruption and should they do so in person, their identities are kept confidential by the person to whom they are reporting.

Once fraud, theft or corruption is confirmed after completion of an investigation, the relevant employee who participated in these acts is subjected to a disciplinary hearing. In all such instances, the WCG representative initiating the disciplinary proceedings is required to recommend dismissal of the employee concerned. Where prima facie evidence of criminal conduct is detected, a criminal matter is reported to the South African Police Services. For the year under review, PFS issued a Case Movement Certificate for the Department noting the following:

Open cases as at 1 April 2018	2
New cases (2018/19)	3
Closed cases (2018/19)	(2)
Open cases as at 31 March 2019	3

THE FOLLOWING TABLE FURTHER ANALYSES THE CLOSED CASES INDICATED ABOVE

Nature and investigation outcome of 2 cases closed
Allegations of irregularity and/or non-compliance were substantiated in 2 cases.

4. CONFLICT OF INTEREST

During the year under review, the Department received PERSAL reports on a quarterly basis, verified against the Western Cape Suppliers' Database (WCSD) aimed at identifying Western Cape Government (WCG) officials who have financial interest in companies on the approved suppliers' database. If any departmental officials have business interests with suppliers on the WCSD, the Department is obligated to investigate the matter. The Department also requires that all members of the Senior Management Services (SMS) complete a financial disclosure declaration. In this regard, the Department fully complied with all the legislative prescripts, for the 2018/19 financial year. The Department also ensured that all Supply Chain Management officials and all other officials that might have a financial interest in any business, to disclose it accordingly on an annual basis. The members of the Departmental Bid Evaluation Committee (BEC) and the Bid Adjudication Committee (BAC), as well as the Construction Procurement Committee (CPC) are required to sign a declaration of interest before each meeting to evaluate and adjudicate the bids received. Should a conflict of interest arise those members are expected to recuse themselves in this regard.

5. CODE OF CONDUCT

For the year under reviewed, no issues of Code of Conduct.

The Department distributed the Explanatory Manual on the Code of Conduct for the Public Service to all employees during 2012 as a basis of awareness. The manual is also dealt with and handed to all new appointees as part of the induction process. The dissemination of the Code of Conduct addresses employee behaviour in the workplace and contributes to the Department's drive to maintain the highest levels of ethics, the eradication of incidents of corruption and the promotion of good governance.

It is noted that the primary purpose of the Code of Conduct is a positive one, namely to promote exemplary conduct. Notwithstanding this, an employee shall be guilty of misconduct and may be subjected to disciplinary action if he or she contravenes any provision of the Code of Conduct.

6. HEALTH, SAFETY AND ENVIRONMENTAL ISSUES

During the year under review, the Department:

- Reported on Systems Monitoring Tool (SMT), Integrated Reporting Tool (IRT) and Legal Compliance Tool (LCT) to Employee Health & Wellness (EHW) (statutory reports - 4 EHW IRT reports, 4 EHW LCT reports and 1 SMT report for DHS approved by HoD and submitted to DOTP)
- Contingency plans for 27 Wale Street, Goodwood office and George office was approved by HoD in April 2018.
- OHS Policy for Department was reviewed and approved by HoD in August 2018.
- Smoking policy was drafted and approved in August 2018 and implemented.
- The Business Continuity Plan (BCP) was reviewed and approved by HoD in April 2018 as well as a Business Impact Assessment for the Department.
- The EHW Departmental SHERQ Operational Plan (DSOP) was approved by HoD in February 2019 and submitted to DOTP.
- The prescribed evacuation exercises were conducted. 3 Evacuation and 2 dry runs were carried out and contingency plans were updated accordingly. Reports approved by HoD and contingency plans updated accordingly.
- The quarterly OHS reports were submitted to HoD and to ERMCO.
- BCP training were provided to 291 staff members (including prescribed committees).
- Monthly water and electricity consumption statistics for DHS buildings were provided to staff, with set targets to achieve.
- All DHS fire extinguishers (Co2 and hoses) were serviced during April 2018.
- All DHS buildings were fumigated (9 fumigations).
- All first aid bags of the Department were replenished.
- 3 Prescribed OHS committee meetings were held.
- 3 Prescribed cleaner's meetings were held.
- OHS awareness raising sessions were conducted with 62 staff members.
- 10 Staff members received Floor Marshal Training in August 2018.

- 9 Staff members received Fire Marshal Training in August 2018.
- 10 Maintenance meetings held with DTPW to discuss outstanding DHS projects and complaints.
- 12 Reports relating to OHASA complaints and incidents were drafted and submitted to management with relevant recommendations to rectify shortcomings as well as 4 quarterly reports submitted to HoD.
- 236 OHS maintenance complaints and incidents were submitted to DTPW to rectify shortcomings (230 completed and 6 in process).
- Retrofitted all taps in Goodwood office (BCP warm site) to save water.
- 2 Mains fail tests were conducted at 27 Wale Street and 1 at Goodwood Office.
- 1 X Mains Fail Test was conducted at York Park Building, George in November 2018.
- 1 X Fire Hose Reel Test was conducted at York Park Building, George in November 2018.
- During the period under review 5 additional air fresheners in 27 Wale Street as well as 8 air fresheners were installed at Goodwood office.
- 1 X OHAS Audit was conducted at DHS, York Park Building, George on 15 June 2018. Report drafted and submitted to HoD.
- 2 x Evacuation exercises were conducted at York Park Building, George (April 2018 and August 2018).
- 1 X OHAS Statement Policy was signed by the HoD in October 2018 and displayed at all DHS buildings.
- 1 X "Logging of Maintenance Calls" SOP was drafted and approved by the HoD in November 2018.
- 1 X OHAS Annual Building Audit was conducted and report submitted to HoD in March 2019.
- 2 X Water tanks installed at Goodwood office during November 2018 for BCP to harvest rain water and to ensure office is water sufficient.
- Water tank and booster pump was installed in November 2018 in 27 Wale Street to ensure fully functional toilets and taps, due to CoCT water pressure drop in January 2019.
- SAPS audit conducted during November 2018 covering OHS, and the Department received score of 97%.

7. PORTFOLIO COMMITTEES

The Department attended a total of 7 (seven) standing committee meetings during the financial year under review. Meetings are held per quarter or at the discretion of the Standing Committee.

The table below provides a breakdown of dates on which the meetings were held;

STANDING COMMITTEE	DATE
Standing Committee on Human Settlements	08 May 2018
Standing Committee on Human Settlements	22 May 2018
Standing Committee on Human Settlements	28 August 2018
Standing Committee on Human Settlements	25 September 2018
Standing Committee on Human Settlements	02 November 2018
Standing Committee on Public Accounts	02 November 2018
Standing Committee on Human Settlements	23 November 2018

The table below illustrates the requests emanating from those meetings and the Department's responses in this regard;

Resolution No.	Subject	Details	Response by the Department	Resolved (Yes/No)
11/4/1/2/6	Notice of Committee Meeting	NHBRC is invited to brief the Committee on its core business operations and guidelines	All the required information was submitted to the Standing Committee on 08 May 2018	Yes
11/4/1/2/6	Briefing by the Department of Human Settlements	1. Housing Project at the airport precinct 2. Informal Settlement Support Plan	All the required information was submitted to the Standing Committee on 21 May 2018	Yes
11/4/1/2/6	Notice of Committee meeting and fact-finding visit	1. The status of the title deed backlog 2. Possible policy amendments to address the title deed backlog	All the required information was submitted to the Standing Committee on 24 August 2018	Yes
11/4/1/2/6	Briefing by the Department of Human Settlements	Briefing by the Department of Human Settlements on its quarterly performance report for the period April – June 2018	All the required information was submitted to the Standing Committee on 21 September 2018	Yes
11/4/2/6	Briefing by the Department of Human Settlements	Brief the Committee on the Annual Report and its entities, the Western Cape Rental Housing Tribunal and the Western Cape Housing Development Fund	All the required information was submitted to the Standing Committee	Yes
11/4/2/6	Briefing by the Department of Human Settlements	Brief the Committee on Vote 8: Human Settlements, in the Schedule to the Western Cape Adjustments Appropriation Bill, 2018	All the required information was submitted to the Standing Committee	Yes

8. SCOPA RESOLUTIONS

The Committee noted the audit opinion of the Auditor-General regarding the Annual Financial Statements of the Department for the financial year, having obtained a clean audit report with no findings. This audit opinion represents an improvement from the audit outcome of the 2016/17 financial year, where the Department obtained findings on its predetermined objectives, as well as deficiencies in its internal control system.

Audit Opinion:

The Auditor-General of South Africa raised no findings with the Department on compliance with laws and regulations, (for 18/19) predetermined objectives nor deficiencies in its internal controls.

Financial Management:

The Department of Human Settlements spent R2,682 billion of a budget of R2,693 billion, resulting in an overall under-expenditure of R10,5 million (0,4%). In addition, the total estimated departmental revenue budget of R60 million was over-collected by R32 million, which resulted in a departmental receipt of R92 million. The revenue over-collection occurred under the following line items: Interest, dividends and rent on land (R33,7 million); and Sale of the Departmental capital assets (R10 000); The Committee noted that the overall under-spending within the Department occurred under the following programmes:

Programme 1: Administration (R2,6 million):

The under-expenditure on Compensation of Employees due to a decrease in the percentage for performance bonuses and the non-filling of vacant posts (R1,8 million), under-expenditure on Machinery and equipment due to the non-materialisation of the modernisation of offices (R693 000), as well as under-expenditure on Transfers and subsidies: social benefits due to a reduction in commitments for post-retirement benefits (R30 000).

Programme 2: Housing Needs, Research and Planning (R69 000):

There was a saving on training and development (R40 000) and venues and facilities (R29 000) due to cost containment measures.

Programme 3: Housing Development (R7,8 million)

The under-expenditure on Compensation of Employees due to the resignation of certain senior managers and the non-filling of vacant senior management posts (R1,7 million), as well as an under-expenditure on the Provincial Grant for drought relief (R6,1 million) due to uncertainty of funding in the outer years.

Resolutions

None

List of information required:

The Department provided the Standing Committee on Human Settlements with the following information:

List of information Required	Comment
The names of the staff in the Internal Control Unit within the Department	Information was submitted to the Committee on 10 April 2019.
The names of the 12 local municipalities that were visited to ascertain if the allocated funds were utilised for the building of low cost houses within the Western Cape, as reflected on page 67 of the Annual Report	Information was submitted to the Committee on 10 April 2019.

9. PRIOR MODIFICATIONS TO AUDIT REPORTS

No matters have given rise to a qualification, disclaimer, adverse opinion, and matters of non-compliance for this Department.

10. INTERNAL CONTROL UNIT

During the year under review, the sub directorate: Internal Control once again played a valuable role in respect of the linkage between the auditors (external and internal) and the Department during the audit processes. In respect of the external audit process all the requested documentation (i.e. Requests for Information, Communication of Audit Findings, departmental responses and related matters, etc.) were co-ordinated and quality assured by this unit in a timely manner. Within the sub directorate Internal Control, a panel has been established headed by the Director: Financial Management, with the aim to address/review and discuss all audit related matters and risks during the audit process on a regular basis. These initiatives contributed to a smooth and almost problem free audit process with the aim of a positive audit outcome that resulted in a financial clean audit opinion for 2013/14, 2014/15, 2015/16, 2017/18 and 2018/19. Unfortunately, during the 2016/17 financial year, the PDO's was qualified which compromised a financial clean audit, and subsequently, the Department received an unqualified audit report with findings in respect of the 2016/17 financial year.

In respect of the internal audit process, the unit provides assistance with the follow up of recommendations arising from the internal audits, due to the fact that Internal Audit does not have the capacity to provide this coverage. Internal Control (IC) involvement in meetings i.r.o the Audit planning and findings are as follow:

- IC is involved from the planning stage of the audit to be familiar with the audit scope;
- IC familiarises themselves during the exit meetings with the details of the audit findings;
- IC take cognisance of line function's comments iro recommendations, action plans and agreed due dates; and
- IC familiarises themselves with the responsible officials/unit that will be responsible for the implementation of the agreed action plans. Senior staff of the unit also serve on the Departmental Internal Audit Steering Committee that meets on a monthly basis to discuss the outcomes and progress as per the Internal Audit plan, which includes the audit outcomes in respect of finalised audits and progress made in respect of previous recommendations/action plans.

The sub directorate also plays a valuable role in co-ordinating all the recommendations emanating from the investigations by the Provincial Forensic Services (PFS). All documentation that was required in respect of investigations was timeously provided to the PFS as and when requested. The unit is responsible to ensure the implementation of all recommendations made and the follow up of all outstanding responses in respect of recommendations of finalised investigations for reporting purposes. During the period under review all recommendations were implemented as at 31 March 2019.

On the compliance side, this unit performed a 100% post checking on all payments made by the Department to avoid non-compliance in relation to applicable legislation, and to ensure correctness and value for money. Internal Control also ensures that all payments are paid within the prescribed 30 days by co-ordinating the flow of invoices received from suppliers to the Department (different directorates) up to the processing thereof monthly. To further enhance this process, the Department developed and implemented a Standard Operating Procedure (SOP) in November 2017, which specifically addresses the adherence to turnaround times at the different directorates, to ensure that invoices are paid within the prescribed 30 days. The unit is also responsible for reporting to Provincial Treasury on a monthly basis regarding the 30 days' compliance in terms of NTR's 8.2.3. The Department is in the process of enhancing the reporting mechanism in respect of 30 days, which is currently manually driven and very time consuming. The My-Content Supplier Invoice Tracking System (SITS) that is envisaged to address the short-coming, is still currently in a testing phase and the department is awaiting the implementation thereof.

In terms of Section 38 (1) (j) of the Public Finance Management Act, 1 of 1999 (PFMA), the Internal Control unit visited sixteen (16) local municipalities within the Western Cape based on the risk identification with the aim to ascertain if the allocated funds were utilised for the intended purpose primarily.

During the year under review, the unit was also responsible for co-ordinating and reporting on the CGRO-GAP in respect of the Department to Provincial Treasury (PT) and the Audit Committee, which ensured that all previous AG findings were addressed and subsequently prevented the re-occurrence thereof. A physical verification (walk-through) was conducted to ensure that control measures as contained in the GAP in respect of the prior year's audit findings were confirmed as implemented. The Audit Committee confirmed that the Department's Implementation Plan for audit issues raised in the previous year is appropriate, and those issues have been adequately resolved. The AG's management report also supports this view.

Internal Control was also responsible for co-ordinating the SCOPA resolutions and presentations to SCOPA during the year under review. Reporting on all the above issues was done timeously to the different stakeholders/role players (i.e. MEC, EXCO, SCOPA, Audit Committee, PT, PSC & PFS).

11. INTERNAL AUDIT AND AUDIT COMMITTEES

Internal Audit provides management with independent, objective assurance and consulting services designed to add value and to continuously improve the operations of the Department. It should assist the Department to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of Governance, Risk Management and Control processes. The following key activities were performed in this regard:

- Assess and make appropriate recommendations for improving the governance processes in achieving the department's objectives;
- Evaluate the adequacy and effectiveness and contribute to the improvement of the risk management process;
- Assist the Accounting Officer in maintaining efficient and effective controls by evaluating those controls to determine their effectiveness and efficiency, and by developing recommendations for enhancement or improvement.

Internal Audit work completed during the year under review for the Department included four assurance engagements and one consulting engagements. Details of these engagements are included in the Audit Committee report.

The Audit Committee is established as an oversight body, providing independent oversight over governance, risk management and control processes in the Department, which include oversight and review of the following:

- Internal Audit function;
- External Audit function (Auditor General of South Africa - AGSA);
- Departmental Accounting and reporting;
- Departmental Accounting Policies;
- AGSA management and audit report;
- Departmental In year Monitoring;
- Departmental Risk Management;
- Internal Control;
- Pre-determined objectives;
- Ethics and Forensic Investigations.

The table below discloses relevant information on the Audit Committee members:

Name	Qualifications	Internal or external	If internal, position in the department	Date appointed	Date Resigned	No. of Meetings attended
Mr Ameen Amod	MBA; CIA; CGAP; CRMA; BCOM	External	N/a	01 January 2019 (2nd term)	N/A	7
Ms Judy Gunther	CIA; AGA; CRMA; Masters in Cost Accounting; BCompt	External	N/a	01 January 2016 (2nd term)	31 December 2018	5
Mr Francois Barnard	MComm (Tax); CA(SA); Postgrad Diploma in Auditing; CTA BCompt (Honours); BProc	External	N/a	01 January 2016 (2nd term)	31 December 2018	5
Mr Kerry Larkin	B Compt; ND FIS; FIIASA CIA; CRMA; CCSA	External	N/a	01 January 2018 (1st term)	01 September 2018	3
Mr Ebrahim Abrahams	B Com Hons	External	N/a	01 January 2019	N/a	2
Mr Pieter Strauss	B Acc; B Compt; CA (SA)	External	N/a	01 January 2019	N/a	2
Ms Annelise Cilliers	B Compt Hons CA (SA)	External	N/a	01 January 2019	N/a	2

12. AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2019.

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from **Section 38 (1) (a) (ii)** of the **Public Finance Management Act and Treasury Regulation 3.1**. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

The Effectiveness of Internal Control

In line with the PFMA and Treasury Regulations, Internal Audit provides the Audit Committee and Management with reasonable assurance that the internal controls are adequate and effective. This is achieved by an approved risk-based internal audit plan, Internal Audit assessing the adequacy of controls mitigating the risks and the Audit Committee monitoring implementation of corrective actions.

The following internal audit engagements were approved by the Audit Committee and completed by Internal Audit during the year under review. Internal Audit provided assurance on the adequacy, effectiveness and efficiency of selected controls:

Assurance Engagements:

- DPSA Delegations Framework
- Govan Mbeki Awards
- Grant Expenditure Management
- Construction Procurement

Consulting Engagements:

- Corporate Governance Review

The areas for improvement, as noted by Internal Audit during the performance of their work, were agreed to by Management. The Audit Committee monitors the implementation of the agreed actions on a quarterly basis.

In-Year Management and Monthly/Quarterly Report

The Audit Committee is satisfied with the content and quality of the quarterly in-year management and performance reports issued during the year under review by the Accounting Officer of the Department in terms of the Treasury Regulations and the Division of Revenue Act.

Evaluation of Financial Statements

The Audit Committee has:

- Reviewed and discussed the audited Annual Financial Statements to be included in the Annual report, with the Auditor-General South Africa (AGSA) and the Accounting Officer;
- Reviewed the AGSA's Management Report and Management's responses thereto;
- Reviewed changes to accounting policies and practices as reported in the Annual Financial Statements;
- Reviewed material adjustments resulting from the audit of the Department.

Compliance

The Audit Committee has reviewed the Department's processes for compliance with legal and regulatory provisions.

Provincial Forensics Services

The Provincial Forensic Services presented us with statistics. The Audit Committee Monitors the progress of the PFS reports on a quarterly basis. There were no matters brought to our attention that required further reporting by the Audit Committee.

Performance Information

The Audit Committee has reviewed the information on predetermined objectives as reported in the Annual Report.

Report of the Auditor-General South Africa

The Audit Committee has, on a quarterly basis, reviewed the Department's implementation plan for audit issues raised in the prior year. The Audit Committee has met with the AGSA to ensure that there are no unresolved issues that emanated from the regulatory audit. Corrective actions on the detailed findings raised by the AGSA are monitored by the Audit Committee on a quarterly basis.

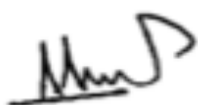
The Audit Committee concurs and accepts the AGSA's opinion regarding the Annual Financial Statements and proposes that these audited Annual Financial Statements be accepted and read together with their report.

The Audit Committee commends the Department for maintaining an unqualified audit opinion with no material findings.

The Audit Committee wishes to express their appreciation to the management of the Department, the AGSA and the WCG Corporate Assurance Branch for the co-operation and information they have provided to enable us to compile this report.

Conclusion

While the audit committee commends the Department for attaining an unqualified audit without material findings, the audit committee is concerned about its cost impact. This cost of compliance has the ability to displace scarce resources from service delivery to audit outcomes.



Mr Ameen Amod
Chairperson of the Social Cluster Audit Committee
Western Cape Department of Human Settlements
31 July 2019



LANDEN
BLOCK D3

PART D



CRU
Langa, City of Cape Town

PART D: HUMAN RESOURCE MANAGEMENT

Our unique contribution to the work of the Western Cape Government is as a result of the persistent, and often selfless, efforts of the people within the Department of Human Settlements.

To consistently deliver improved services to the citizens of the Western Cape Province is not without its own challenges. The modern people management landscape has shifted significantly in recent years and requires complex navigation between a range of competing variables.

Apart from the fact that these variables are inter-dependent and inter-related, they are also governed by stringent rules and regulations, which prove difficult when retention and attraction initiatives are explored.

These include balancing service delivery imperatives, the attraction and retention of critical and scarce skills, workforce empowerment, career management, succession planning, employment equity and creating an enabling environment where employees are able to thrive. Further to this, the Department is required to function within an austere environment, which demands that managers consider the impact of “doing more with less”.

Despite the changing patterns and demands impacting on the modern workplace, the consistent hard work of our people, has resulted in remarkable achievements and service delivery improvement during the year under review.

STATUS OF PEOPLE MANAGEMENT AT THE DEPARTMENT

2.1 Departmental Workforce Planning

- The role of Workforce Planning is important to ensure that the Department has the required number of people with the requisite skills, knowledge and attitudes to perform the work. Through this process the Department annually assesses its workforce profile against current and future organisational needs.
 - The aim of this assessment is to identify to what extent the current workforce profile addresses the key people management outcomes that would guarantee service continuity and value.
 - The Workforce Plan 2016-2021 is aligned to the vision and mission of the Department and will assist in meeting its strategic objectives.
 - The assumptions on which this Workforce Plan was developed are still valid and strategies chosen to achieve the outcomes are appropriate.
 - The Workforce Plan is drafted in line with the departmental Strategic Plan and Workforce Planning priorities and strategies are identified to ensure that the Department will meet its strategic mandate with its people who deliver service with excellence. The prioritised outcomes are as follows:
- Competent people in the right numbers at the right place at the right time with the right attitude;
 - A performance conducive workplace;
 - Leaders that are exemplars of the behaviours associated with the organisation's values;
 - Highly engaged people.
 - A citizen-centric performance culture
 - A diverse workforce with equal opportunities for all

2.2 Employee Performance Management

The purpose of Performance Management is to increase performance by encouraging individual commitment, accountability and motivation.

All employees are required to complete a performance agreement before 31 May each year. The agreement is in essence a contract between the employer and the employee containing the projects, programmes, activities, expectations and standards for the required delivery. In order to facilitate a standardised administration process, the Western Cape Government has devised an electronic system, namely PERMIS (Performance Management Information System), that allows for the entire performance management process to be captured, monitored and managed.

The performance management process requires that a mid-year review and an annual assessment is conducted, but that the operational targets and achievements linked to the performance agreement be monitored and communicated on an ongoing basis. In instances where targets or performance expectations are not met, the gaps are addressed through the management of poor performance. In this context, a performance consulting unit has been established within the Corporate Services Centre (Chief Directorate: People Management Practices) to assist line managers (people managers) in dealing with poor performance. The process is developmental, however, in instances where individuals have been identified as poor performers in terms of the legislative framework, they are required to subject themselves to a developmental plan or alternatively to disciplinary action.

2.3 Employee Wellness

The WCG's transversal Employee Health and Wellness Programme (EHW) follows a holistic approach to employee well-being and is largely preventative in nature, offering both primary and secondary services.

The EHW Programme is monitored in the Department through monthly utilisation reports for primary services (24/7/365 telephonic counselling service, online e-Care service and reporting) and secondary services (face-to-face counselling, trauma and critical incidents, training and targeted intervention, executive coaching, advocacy).

A quarterly report is prepared by the Directorate: Organisational Behaviour within the Corporate Service Centre that provides a trend analysis of utilisation, risk identification and its impact on productivity. Furthermore, on-going reporting to the Department of Public Service and Administration (DPSA) is a requirement and such reporting focuses on four areas namely, HIV/ AIDS, Health and Productivity, Wellness Management and SHEQ (Safety Health Environment and Quality).

2.4 People Management Monitoring

The Department, in collaboration with the CSC monitors the implementation of a range of people management compliance indicators. The monthly Barometer Fact File, that is developed by the Chief-Directorate: People Management Practices within the CSC, provides the Department with regular updates on the workforce profile and other relevant people management data to enable decision-making. The indicators include, inter alia, staff establishment information, headcount, people expenditure projections, sick leave patterns, the monetary value of annual leave credits, discipline cases, vacancy rates, staff movement, employment equity etcetera.

During the year under review, the Department furthermore participated in the implementation of the annual Management Performance Assessment Tool (MPAT 1.8) coordinated by the Department of Planning Monitoring and Evaluation (DPME). In this regard, an average score of 3.9 out of 4 was achieved for the people management key performance area (KPA3). This is amongst the highest scores achieved for this performance area nationally.

3. PEOPLE MANAGEMENT OVERSIGHT STATISTICS

3.1 Personnel related expenditure

The following tables summarise final audited expenditure by programme (Table 3.1.1) and by salary bands (Table 3.1.2).

The figures in Table 3.1.1 are drawn from the Basic Accounting System and the figures in Table 3.1.2 are drawn from the PERSAL [Personnel Salary] system. The two systems are not synchronised for salary refunds in respect of staff appointments and resignations and/or transfers to and from other departments. This means there may be a difference in the total expenditure reflected on these systems.

The key in the table below is a description of the Programmes within the Department. Programmes will be referred to by their number from this point forward.

Programme	Programme Designation
Programme 1	Administration
Programme 2	Housing Needs, Research and Planning
Programme 3	Housing Development
Programme 4	Housing Asset Management Property Management

Table 3.1.1: Personnel expenditure by programme, 2018/19

Programme	Total Expenditure (R'000)	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Goods & Services (R'000)	Personnel expenditure as a % of total expenditure	Average personnel expenditure per employee (R'000)	Number of Employees remunerated
Programme 1	106 692	79 362	1 375	17 513	74.4%	418	190
Programme 2	25 282	24 109	13	1 157	95.4%	561	43
Programme 3	2 184 379	97 197	832	55 270	4.5%	512	190
Programme 4	35 978	22 518	50	12 375	62.6%	450	50
Total	2 352 331	223 186	2 270	86 315	9.5%	472	473

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns, but excluding the Minister. The number is accumulative and not a snapshot as at a specific date.

Table 3.1.2: Personnel expenditure by salary band, 2018/19

Salary bands	Personnel Expenditure (R'000)	% of total personnel expenditure	Average personnel expenditure per employee (R'000)	Number of Employees
Interns	1,741	0.8	42	42
Lower skilled (Levels 1-2)	968	0.4	121	8
Skilled (Levels 3-5)	27,080	12.3	212	128
Highly skilled production (Levels 6-8)	75,765	34.4	389	195
Highly skilled supervision (Levels 9-12)	94,134	42.8	632	149
Senior management (Levels 13-16)	20,299	9.2	1,194	17
Total	219,987	100.0	408	539

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns, but excluding the Minister. The number is accumulative and not a snapshot as at a specific date.

The following tables provide a summary per programme (Table 3.1.3) and salary bands (Table 3.1.4), of expenditure incurred as a result of salaries, overtime, housing allowance and medical assistance. These tables do not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. In each case, the table provides an indication of the percentage of the personnel expenditure that was used for these items.

Table 3.1.3: Salaries, Overtime, Housing Allowance and Medical Assistance by programme, 2018/19

Programme	Salaries		Overtime		Housing allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Programme 1	58,091	26.4	2,146	1.0	2,050	0.9	3,651	1.7
Programme 2	17,872	8.1	36	0.0	432	0.2	778	0.4
Programme 3	62,178	28.3	837	0.4	1,817	0.8	3,257	1.5
Programme 4	15,640	7.1	751	0.3	722	0.3	946	0.4
Total	153,781	69.9	3,770	1.7	5,021	2.3	8,631	3.9

Table 3.1.4: Salaries, Overtime, Housing Allowance and Medical Assistance by salary band, 2018/19

Salary Bands	Salaries		Overtime		Housing allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Interns	1,719	0.8	12	0.0	-	-	-	-
Lower skilled (Levels 1-2)	662	0.3	-	-	73	0.0	72	0.0
Skilled (Levels 3-5)	18,910	8.6	506	0.2	1,127	0.5	1,546	0.7
Highly skilled production (Levels 6-8)	52,999	24.1	2,311	1.1	2,270	1.0	4,296	2.0
Highly skilled supervision (Levels 9-12)	66,112	30.1	941	0.4	1,518	0.7	2,616	1.2
Senior management (Levels 13-16)	13,378	6.1	-	-	33	0.0	101	0.0
Total	153,781	69.9	3,770	1.7	5,021	2.3	8,631	3.9

3.2 EMPLOYMENT AND VACANCIES

The following tables summarise the number of active posts on the establishment, the number of employees (excluding interns and the Minister), and the percentage active vacant posts as at the end of the financial year. This information is presented in terms of three key variables, namely: Programme (Table 3.2.1), Salary Band (Table 3.2.2) and Critical Occupations (Table 3.2.3). All information in this section is provided as a snapshot as at the end of the financial year under review.

Table 3.2.1: Employment and vacancies by programme, as at 31 March 2019

Programme	Number of active posts	Number of posts filled	Vacancy rate %
Programme 1	179	171	4.5%
Programme 2	40	39	2.5%
Programme 3	190	182	4.2%
Programme 4	51	51	-
Total	460	443	3.7%

Table 3.2.2: Employment and vacancies by salary band, as at 31 March 2019

Programme	Number of active posts	Number of posts filled	Vacancy rate %
Lower skilled (Levels 1-2)	9	9	-
Skilled (Levels 3-5)	114	109	4.4%
Highly skilled production (Levels 6-8)	191	187	2.1%
Highly skilled supervision (Levels 9-12)	129	121	6.2%
Senior management (Levels 13-16)	17	17	-
Total	460	443	3.7%

Table 3.2.3: Employment and vacancies by critical occupation, as at 31 March 2019

Critical Occupations	Number of active posts	Number of posts filled	Vacancy rate %
Architect	7	7	-
Engineer	5	5	-
Financial Manager	8	8	-
Project manager	2	2	-
Research and Statistical Analyst	6	6	-
Urban Designer / Town and Regional Planner	9	8	11.1%
Works Inspector	28	27	3.6%
GIS Specialist	3	3	-
Total	68	66	2.9%

Note: Critical occupations - refer to occupations that are critical for service delivery. If these occupations are not present in the department, the function/services will collapse.

3.3 JOB EVALUATION

Job evaluation was introduced as a way of ensuring that work of equal value is remunerated equally. Within a nationally determined framework, executing authorities are required to evaluate each new post in his or her organisation or re-evaluate any post where the post mandate or content has significantly changed. This job evaluation process determines the grading and salary level of a post. It should be understood that Job Evaluation and Staff Performance Management differ in the sense that Job Evaluation refers to the value/weighting of the activities that are associated with the post and Staff Performance Management refers to the review of an individual's performance.

Table 3.3.1: Job evaluation, 1 April 2018 to 31 March 2019

Salary Bands	Number of active posts as at 31 March 2019	Number of posts evaluated	% of posts evaluated	Posts Upgraded		Posts Downgraded	
				Number	Posts upgraded as a % of total posts	Number	Posts downgraded as a % of total posts
Lower skilled (Levels 1-2)	9	0	0.0	0	0.0	0	0.0
Skilled (Levels 3-5)	114	4	0.9	0	0.0	0	0.0
Highly skilled production (Levels 6-8)	191	8	1.7	0	0.0	0	0.0
Highly skilled supervision (Levels 9-12)	129	17	3.7	0	0.0	0	0.0
Senior Management Service B and A (Level 13)	13	3	0.7	0	0.0	0	0.0
Senior Management Service B and B (Level 14)	3	1	0.2	0	0.0	0	0.0
Senior Management Service B and C (Level 15)	1	0	0.0	0	0.0	0	0.0
Total	460	33	7.2	0	0.0	0	0.0

Note: The "Number of posts evaluated" per Salary Band reflects the Final Approved Post Level after Job Evaluation.

Table 3.3.2: Profile of employees whose salary positions were upgraded due to their posts being upgraded, 1 April 2018 to 31 March 2019

Beneficiaries	African	Coloured	Indian	White	Total
NONE					

Table 3.3.3 summarises the number of cases where salary levels exceeded the grade determined by job evaluation or where higher notches awarded to employees within a particular salary level. Each salary level consists of 12 notches. Reasons for the deviation are provided in each case.

Table 3.3.3: Employees who have been granted higher salaries than those determined by job evaluation per major occupation, 1 April 2018 to 31 March 2019

Major Occupation	Number of employees	Job evaluation level	Remuneration on a higher salary level	Remuneration on a higher notch of the same salary level	Reason for deviation
NONE					

Table 3.3.4: Profile of employees who have been granted higher salaries than those determined by job evaluation, 1 April 2018 to 31 March 2019

Beneficiaries	African	Coloured	Indian	White	Total
NONE					

Note: Table 3.3.4 is a breakdown of table 3.3.3 by race and gender.

3.4 EMPLOYMENT CHANGES

Turnover rates provide an indication of trends in the employment profile of the Department during the year under review. The following tables provide a summary of turnover rates by salary band (Table 3.4.1) and by critical occupation (Table 3.4.2). This section does not include information related to interns.

Salary Bands	Number of employees as at 31 March 2018	Turnover rate 2017/18	Appointments into the Department	Transfers into the Department	Terminations out of the Department	Transfers out of the Department	Turnover rate 2018/19
Lower skilled (Levels 1-2)	8	0.0	2	0	3	0	37.5
Skilled (Levels 3-5)	117	12.4	20	1	23	6	24.8
Highly skilled production (Levels 6-8)	182	7.7	13	1	17	1	9.9
Highly skilled supervision (Levels 9-12)	142	10.6	10	1	14	0	9.9
Senior Management Service B and A (Level 13)	12	14.3	2	0	1	0	8.3
Senior Management Service B and B (Level 14)	3	0.0	0	0	0	0	0.0
Senior Management Service B and C (Level 15)	1	0.0	0	0	0	0	0.0
Total	465	9.5	47	3	58	7	14.0
			50		65		

Note: "Transfers" refer to the lateral movement of employees from one Public Service Department to another (Both Provincially & Nationally)

Table 3.4.2: Annual turnover rates by critical occupation, 1 April 2018 to 31 March 2019

Critical Occupation	Number of employees as at 31 March 2018	Turnover rate 2017/18	Appointments into the Department	Transfers into the Department	Terminations out of the Department	Transfers out of the Department	Turnover rate 2018/19
Architect	7	20.0	0	0	0	0	0.0
Engineer	8	0.0	1	0	1	0	12.5
Financial Manager	9	0.0	0	0	1	0	11.1
Project manager	2	0.0	0	0	0	0	0.0
Research and Statistical Analyst	7	0.0	1	0	2	0	28.6
Urban Designer / Town and Regional Planner	8	0.0	0	0	0	0	0.0
Works Inspector	27	7.4	3	1	2	0	7.4
GIS Specialist	3	0.0	0	0	0	0	0.0
Total	71	4.4	5	1	6	0	8.5
			6		6		

Table 3.4.3: Staff leaving the employ of the Department, 1 April 2018 to 31 March 2019

Exit Category	Number	% of total exits	Number of exits as a % of total number of employees as at 31 March 2018
Death	1	1.5	0.2
Resignation *	21	32.3	4.5
Expiry of contract	34	52.3	7.3
Dismissal - operational changes	0	0.0	0.0
Dismissal - misconduct	0	0.0	0.0
Dismissal - inefficiency	0	0.0	0.0
Discharged due to ill-health	0	0.0	0.0
Retirement	2	3.1	0.4
Employee initiated severance package	0	0.0	0.0
Transfers to Statutory Body	0	0.0	0.0
Transfers to other Public Service departments	7	10.8	1.5
Total	65	100.0	14.0

Note: Table 3.4.3 identifies the various exit categories for those staff members who have left the employ of the Department.

* Resignations are further discussed in tables 3.4.4 and 3.4.5.

Table 3.4.4: Reasons why staff resigned, 1 April 2018 to 31 March 2019

Resignation Reasons	Number	% of total resignations
Change of Occupation	6	28.6
Further Studies	1	4.8
No Reason Provided	14	66.7
Total	21	100.0

Table 3.4.5: Different age groups of staff who resigned, 1 April 2018 to 31 March 2019

Age group	Number	% of total resignations
Ages <19	0	0.0
Ages 20 to 24	1	4.8
Ages 25 to 29	4	19.0
Ages 30 to 34	6	28.6
Ages 35 to 39	4	19.0
Ages 40 to 44	2	9.5
Ages 45 to 49	2	9.5
Ages 50 to 54	0	0.0
Ages 55 to 59	1	4.8
Ages 60 to 64	1	4.8
Ages 65 >	0	0.0
Total	21	100.0

Table 3.4.6 Employee initiated severance packages.

Total number of employee initiated severance packages offered in 2018/19	NONE
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Table 3.4.7: Promotions by salary band, 1 April 2018 to 31 March 2019

Salary Band	Number of Employees as at 31 March 2018	Promotions to another salary level	Promotions as a % of total employees	Progressions to another notch within a salary level	Notch progressions as a % of total employees
Lower skilled (Levels 1-2)	8	0	0.0	4	50.0
Skilled (Levels 3-5)	117	0	0.0	65	55.6
Highly skilled production (Levels 6-8)	182	6	3.3	106	58.2
Highly skilled supervision (Levels 9-12)	142	2	1.4	63	44.4
Senior management (Levels 13-16)	16	0	0.0	10	62.5
Total	465	8	1.7	248	53.3

Note: Promotions reflect the salary level of an employee after he/she was promoted.

Table 3.4.8: Promotions by critical occupation, 1 April 2018 to 31 March 2019

Critical Occupation	Number of Employees as at 31 March 2018	Promotions to another salary level	Promotions as a % of total employees in critical occupations	Progressions to another notch within a critical occupation	Notch progressions as a % of total employees in critical occupations
Architect	7	0	0.0	1	14.3
Engineer	8	0	0.0	0	0.0
Financial Manager	9	0	0.0	8	88.9
Project manager	2	0	0.0	0	0.0
Research and Statistical Analyst	7	0	0.0	4	57.1
Urban Designer / Town and Regional Planner	8	0	0.0	1	12.5
Works Inspector	27	1	3.7	6	22.2
GIS Specialist	3	0	0.0	0	0.0
Total	71	1	1.4	20	28.2

Note: Promotions reflect the salary level of an employee after he/she was promoted.

3.5 EMPLOYMENT EQUITY

Table 3.5.1: Total number of employees (including employees with disabilities) in each of the following occupational levels, as at 31 March 2019

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	1	0	0	0	0	0	0	0	0	0	1
Senior management (Levels 13-14)	1	5	1	2	2	3	1	1	0	0	16
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	24	43	1	23	13	28	2	4	0	0	138
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	22	41	1	6	31	65	2	11	0	0	179
Semi-skilled and discretionary decision making (Levels 3-5)	11	24	1	2	25	33	1	5	0	0	102
Unskilled and defined decision making (Levels 1-2)	1	3	0	0	2	1	0	0	0	0	7
Total	60	116	4	33	73	130	6	21	0	0	443
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	60	116	4	33	73	130	6	21	0	0	443

A = African; C = Coloured; I = Indian; W = White.

Note: The figures reflected per occupational levels include all permanent, part-time and contract employees, but exclude interns. Furthermore, the information is presented by salary level and not post level. For the number of employees with disabilities, refer to Table 3.5.2.

Table 3.5.2: Total number of employees (with disabilities only) in each of the following occupational levels, as at 31 March 2019

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	1	1	0	1	0	1	0	0	0	0	4
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	2	1	0	1	0	0	0	2	0	0	6
Semi-skilled and discretionary decision making (Levels 3-5)	0	0	0	0	0	0	1	1	0	0	2
Unskilled and defined decision making (Levels 1-2)	0	1	0	0	0	0	0	0	0	0	1
Total	3	3	0	2	0	1	1	3	0	0	13
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	3	3	0	2	0	1	1	3	0	0	13

A = African; C = Coloured; I = Indian; W = White.

Note: The figures reflected per occupational level include all permanent, part-time and contract employees, but exclude interns. Furthermore, the information is presented by salary level and not post level.

Table 3.5.3: Recruitment, 1 April 2018 to 31 March 2019

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	0	1	0	0	1	0	0	0	0	0	2
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	5	1	0	1	1	2	0	1	0	0	11
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	3	5	0	0	2	4	0	0	0	0	14
Semi-skilled and discretionary decision making (Levels 3-5)	0	7	0	0	9	4	0	1	0	0	21
Unskilled and defined decision making (Levels 1-2)	0	0	0	0	1	1	0	0	0	0	2
Total	8	14	0	1	14	11	0	2	0	0	50
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	8	14	0	1	14	11	0	2	0	0	50

A = African; C = Coloured; I = Indian; W = White.

Note: Recruitment refers to the appointment of new employees to the staff establishment of the Department, but exclude interns. The totals include transfers from other government departments and / or institutions, as per Table 3.4.1.

Table 3.5.4: Promotions, 1 April 2018 to 31 March 2019

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	0	0	0	0	0	0	0	0	0	0	0
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	0	2	0	0	0	0	0	0	0	0	2
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	0	1	0	0	1	4	0	0	0	0	6
Semi-skilled and discretionary decision making (Levels 3-5)	0	0	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making (Levels 1-2)	0	0	0	0	0	0	0	0	0	0	0
Total	0	3	0	0	1	4	0	0	0	0	8
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	0	3	0	0	1	4	0	0	0	0	8

A = African; C = Coloured; I = Indian; W = White.

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department, as per Table 3.4.7.

Table 3.5.5: Terminations, 1 April 2018 to 31 March 2019

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	0	0	0	0	0	0	0	0	0	0	0
Senior management (Levels 13-14)	0	1	0	0	0	0	0	0	0	0	1
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	1	2	0	4	4	2	0	1	0	0	14
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	5	2	0	0	2	8	0	1	0	0	18
Semi-skilled and discretionary decision making (Levels 3-5)	3	7	0	3	5	8	0	3	0	0	29
Unskilled and defined decision making (Levels 1-2)	0	1	0	0	1	1	0	0	0	0	3
Total	9	13	0	7	12	19	0	5	0	0	65
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	9	13	0	7	12	19	0	5	0	0	65

A = African; C = Coloured; I = Indian; W = White.

Note: Terminations refer to those employees (excluding interns) who have left the employ of the Department, including transfers to other departments, as per Table 3.4.1.

Table 3.5.6: Disciplinary actions, 1 April 2018 to 31 March 2019

Disciplinary Actions	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Suspension without a salary and a FWW	0	0	0	0	0	0	1	0	0	0	1
Final Written Warning	0	0	0	1	0	0	0	0	0	0	1
Total	0	0	0	1	0	0	1	0	0	0	2
Temporary employees	0	0	0	0	0	0	0	0	0	0	0
Grand total	0	0	0	1	0	0	1	0	0	0	2

A = African; C = Coloured; I = Indian; W = White.

Note: The disciplinary actions total refers to formal outcomes only and not headcount. For further information on the outcomes of the disciplinary hearings and the types of misconduct addressed at disciplinary hearings, refer to Tables 3.12.2 and Table 3.12.3.

Table 3.5.7: Skills development, 1 April 2018 to 31 March 2019

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top management (Levels 15-16)	1	0	0	0	0	0	0	0	1
Senior management (Levels 13-14)	0	1	0	0	1	2	0	1	5
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	2	10	0	6	19	37	1	13	88
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	7	13	0	1	36	65	1	13	136
Semi-skilled and discretionary decision making (Levels 3-5)	0	12	0	1	19	35	1	4	72
Unskilled and defined decision making (Levels 1-2)	0	2	0	0	2	1	0	0	5
Total	10	38	0	8	77	140	3	31	307
Temporary employees	0	0	0	0	0	0	0	0	0
Grand total	10	38	0	8	77	140	3	31	307

A = African; C = Coloured; I = Indian; W = White.

Note: The above table refers to the total number of employees who have received training during the period under review, and not the number of training interventions attended by individuals. For further information on the actual training provided, refer to Table 3.13.2.

3.6. SIGNING OF PERFORMANCE AGREEMENTS BY SMS MEMBERS

Table 3.6.1: Signing of Performance Agreements by SMS Members, as at 31 May 2018

SMS Post Level	Number of active SMS posts per level	Number of SMS members per level	Number of signed Performance Agreements per level	Signed Performance Agreements as % of SMS members per level
Director-General/ Head of Department	1	1	1	100.0
Salary Level 14	3	3	3	100.0
Salary Level 13	13	12	12	100.0
Total	17	16	16	100.0

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members have been excluded. Furthermore, the table reflects post salary details and not the individual salary level of employees. The allocation of performance-related rewards (cash bonus) for SMS members is dealt with later in the report. Refer to Table 3.8.5 in this regard.

Table 3.6.2: Reasons for not having concluded Performance Agreements with all SMS Members on 31 May 2018

Reasons for not concluding Performance Agreements with all SMS
Not applicable

Table 3.6.3: Disciplinary steps taken against SMS Members for not having concluded Performance Agreements on 31 May 2018

Disciplinary steps taken against SMS Members for not having concluded Performance Agreements
None required

3.7. FILLING OF SMS POSTS

The tables in this section provide information on employment and vacancies as it relates to members of the SMS by salary level. It also provides information of advertising and the filling of SMS posts, reasons for not complying with prescribed timeframes and disciplinary steps taken in cases of non-compliance.

Table 3.7.1: SMS posts information, as at 30 September 2018

SMS Post Level	Number of active SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Director-General/ Head of Department	1	1	100.0%	0	0.0
Salary Level 14	3	3	100.0%	0	0.0
Salary Level 13	12	12	100.0%	0	0.0
Total	16	16	100.0%	0	0.0

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members have been excluded.

Table 3.7.2: SMS posts information, as at 31 March 2019

SMS Post Level	Number of active SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Director-General/ Head of Department	1	1	100.0%	0	0.0
Salary Level 14	3	3	100.0%	0	0.0
Salary Level 13	12	12	100.0%	0	0.0
Total	16	16	100.0%	0	0.0

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members have been excluded.

Table 3.7.3: Advertising and Filling of SMS posts, as at 31 March 2019

SMS Level	Number of active SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Director-General/ Head of Department	1	1	100.0%	0	-
Salary Level 14	3	3	100.0%	0	-
Salary Level 13	13	13	100.0%	0	-
Total	17	17	100.0%	0	-

Table 3.7.4: Reasons for not having complied with the filling of active vacant SMS posts – Advertised within 6 months and filled within 12 months after becoming vacant

SMS Level	Reasons for non-compliance
Director-General/ Head of Department	N/A
Salary Level 14	N/A
Salary Level 13	N/A

Table 3.7.5: Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months

Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts
None

3.8 EMPLOYEE PERFORMANCE

The following tables note the number of staff by salary band (table 3.8.1) and staff within critical occupations (3.8.2) who received a notch progression as a result of performance management. (i.e. qualifying employees who scored between 3 – 5 in their performance ratings).

Table 3.8.1: Notch progressions by salary band, 1 April 2018 to 31 March 2019

Salary Band	Employees as at 31 March 2018	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Lower skilled (Levels 1-2)	8	4	50.0
Skilled (Levels 3-5)	117	65	55.6
Highly skilled production (Levels 6-8)	182	106	58.2
Highly skilled supervision (Levels 9-12)	142	63	44.4
Senior management (Levels 13-16)	16	10	62.5
Total	465	248	53.3

Note:

Table 3.8.2: Notch progressions by critical occupation, 1 April 2018 to 31 March 2019

Critical Occupation	Employees as at 31 March 2018	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Architect	7	1	14.3
Engineer	8	0	0.0
Financial Manager	9	8	88.9
Project manager	2	0	0.0
Research and Statistical Analyst	7	4	57.1
Urban Designer / Town and Regional Planner	8	1	12.5
Works Inspector	27	6	22.2
GIS Specialist	3	0	0.0
Total	71	20	28.2

Note:

To encourage good performance, the Department has granted the following performance rewards to employees for the performance period 2017/18, but paid in the financial year 2018/19. The information is presented in terms of race, gender, and disability (Table 3.8.3), salary bands (Table 3.8.4 and Table 3.8.5) and critical occupations (Table 3.8.6).

Table 3.8.3: Performance rewards by race, gender, and disability, 1 April 2018 to 31 March 2019

Race and Gender	Beneficiary Profile			Cost	
	Number of beneficiaries	Total number of employees in group as at 31 March 2018	% of total within group	Cost (R'000)	Average cost per beneficiary (R)
African	54	129	41.9	762	14,102
Male	29	58	50.0	488	16,818
Female	25	71	35.2	274	10,952
Coloured	115	258	44.6	1,415	12,301
Male	56	117	47.9	781	13,940
Female	59	141	41.8	634	10,747
Indian	7	9	77.8	95	13,538
Male	4	4	100.0	53	13,254
Female	3	5	60.0	42	13,918
White	30	57	52.6	606	20,197
Male	18	37	48.6	419	23,269
Female	12	20	60.0	187	15,590
Employees with a disability	5	12	41.7	97	19372
Total	211	465	45.4	2,975	14,093

Table 3.8.4: Performance rewards (cash bonus), by salary bands for personnel below Senior Management Service level, 1 April 2018 to 31 March 2019

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2018	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Lower skilled (Levels 1-2)	3	8	37.5	11	3,664	0.0
Skilled (Levels 3-5)	37	117	31.6	237	6,396	0.1
Highly skilled production (Levels 6-8)	78	182	42.9	848	10,876	0.4
Highly skilled supervision (Levels 9-12)	79	142	55.6	1,490	18,865	0.7
Total	197	449	43.9	2,586	13,129	1.3

Note: The cost is calculated as a percentage of the total personnel expenditure for salary levels 1-12 employees, reflected in Table 3.1.2.

Table 3.8.5: Performance rewards (cash bonus), by salary band, for Senior Management Service level, 01 April 2018 to 31 March 2019

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2018	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Senior Management Service B and A (Level 13)	10	12	83.3	260	25,986	1.3
Senior Management Service B and B (Level 14)	3	3	100.0	92	30,563	0.5
Senior Management Service B and C (Level 15)	1	1	100.0	36	35,840	0.2
Total	14	16	87.5	388	27,671	1.9

Note: The cost is calculated as a percentage of the total personnel expenditure for those employees at salary levels 13-16, reflected in Table 3.1.2.

Table 3.8.6: Performance rewards (cash bonus) by critical occupation, 1 April 2018 to 31 March 2019

Critical Occupation	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2018	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Architect	1	7	14.3	45	44,568	0.0
Engineer	1	6	16.7	23	23,379	0.0
Financial Manager	9	9	100.0	146	16,195	0.1
Project manager	2	2	100.0	30	15,109	0.0
Research and Statistical Analyst	2	7	28.6	31	15,713	0.0
Urban Designer / Town and Regional Planner	4	8	50.0	60	14,880	0.0
Works Inspector	14	25	56.0	166	11,880	0.1
GIS Specialist	0	3	0.0	0	0	0.0
Total	33	71	46.5	501	15,188	0.3

Note:

3.9 FOREIGN WORKERS

The tables below summarise the employment of foreign nationals in the Department in terms of salary bands (Table 3.9.1) and major occupation (Table 3.9.2). The tables also summarise changes in the total number of foreign workers in each salary band and by each major occupation.

Table 3.9.1: Foreign Workers by salary band, 1 April 2018 to 31 March 2019

Salary Band	1 April 2018		31 March 2019		Change	
	Number	% of total	Number	% of total	Number	% change
NONE						

Note:

Table 3.9.2: Foreign Workers by major occupation, 1 April 2018 to 31 March 2019

Major Occupation	1 April 2018		31 March 2019		Change	
	Number	% of total	Number	% of total	Number	% change
NONE						

Note:

3.10 LEAVE UTILISATION FOR THE PERIOD 1 JANUARY 2018 TO 31 DECEMBER 2018

The following tables provide an indication of the use of sick leave (Table 3.10.1) and incapacity leave (Table 3.10.2). In both instances, the estimated cost of the leave is also provided.

Table 3.10.1: Sick leave, 1 January 2018 to 31 December 2018

Salary Band	Total days	% days with medical certification	Number of Employees using sick leave	Total number of employees	% of total employees using sick leave	Average days per employee	Estimated Cost (R'000)
Interns	163	62.6	33	42	78.6	5	34
Lower skilled (Levels 1-2)	23	56.5	6	8	75.0	4	8
Skilled (Levels 3-5)	797	66.0	98	128	76.6	8	526
Highly skilled production (Levels 6-8)	1268	67.7	164	195	84.1	8	1409
Highly skilled supervision (Levels 9-12)	821	73.4	125	149	83.9	7	1469
Senior Management (Levels 13-16)	97	81.4	13	17	76.5	7	286
Total	3169	68.8	439	539	81.4	7	3,732

Note: The leave dispensation as determined in the "Leave Determination", read with the applicable collective agreements, provides for normal sick leave of 36 working days in a sick leave cycle of three years. The three-year sick leave cycle started in January 2016 and ended in December 2018. The information in each case reflects the totals excluding incapacity leave taken by employees. For an indication of incapacity leave taken, refer to Table 3.10.2.

Table 3.10.2: Incapacity leave, 1 January 2018 to 31 December 2018

Salary Band	Total days	% days with medical certification	Number of Employees using incapacity leave	Total number of employees	% of total employees using incapacity leave	Average days per employee	Estimated Cost (R'000)
Interns	0	0.0	0	42	0.0	0	0
Lower skilled (Levels 1-2)	5	100.0	1	8	12.5	5	2
Skilled (Levels 3-5)	45	100.0	6	128	4.7	8	31
Highly skilled production (Levels 6-8)	107	100.0	11	195	5.6	10	121
Highly skilled supervision (Levels 9-12)	45	100.0	4	149	2.7	11	102
Senior Management (Levels 13-16)	0	0.0	0	17	0.0	0	0
Total	202	100.0	22	539	4.1	9	256

Note: The leave dispensation as determined in the "Leave Determination", read with the applicable collective agreements, provides for normal sick leave of 36 working days in a sick leave cycle of three years. If an employee has exhausted his or her normal sick leave, the employer must conduct an investigation into the nature and extent of the employee's incapacity. Such investigations must be carried out in accordance with item 10(1) of Schedule 8 of the Labour Relations Act (LRA).

Incapacity leave is not an unlimited amount of additional sick leave days at an employee's disposal. Incapacity leave is additional sick leave granted conditionally at the employer's discretion, as provided for in the Leave Determination and Policy on Incapacity Leave and Ill-Health Retirement (PILIR).

Table 3.10.3: Annual Leave, 1 January 2018 to 31 December 2018

Critical Occupation	Total days taken	Total number employees using annual leave	Average number of days taken per employee
Interns	464	39	12
Lower skilled (Levels 1-2)	172	13	13
Skilled (Levels 3-5)	2506	121	21
Highly skilled production (Levels 6-8)	4819	192	25
Highly skilled supervision (Levels 9-12)	3751	146	26
Senior Management (Levels 13-16)	412	18	23
Total	12124	529	23

Table 3.10.4: Capped leave, 1 January 2018 to 31 December 2018

Salary Band	Total capped leave available as at 31 Dec 2017	Total days of capped leave taken	Number of employees using capped leave	Average number of days taken per employee	Number of employees with capped leave as at 31 Dec 2018	Total capped leave available as at 31 Dec 2018
Lower skilled (Levels 1-2)	0	0	0	0	0	0
Skilled (Levels 3-5)	12	0	0	0	4	12
Highly skilled production (Levels 6-8)	1465	139	7	20	40	1461
Highly skilled supervision (Levels 9-12)	1069	13	3	4	29	1062
Senior Management (Levels 13-16)	464	0	0	0	6	464
Total	3011	152	10	15	79	2999

Note: It is possible for the total number of capped leave days to increase as employees who were promoted or transferred into the Department, retain their capped leave credits, which form part of that specific salary band and ultimately the departmental total.

Table 3.10.5: Leave pay-outs, 1 April 2018 to 31 March 2019

Reason	Total Amount (R'000)	Number of Employees	Average payment per employee
Leave pay-outs during 2018/19 due to non-utilisation of leave for the previous cycle	407	11	37013
Capped leave pay-outs on termination of service	4	2	1983
Current leave pay-outs on termination of service	478	36	13276
Total	889	49	18143

3.11 HEALTH PROMOTION PROGRAMMES, INCLUDING HIV AND AIDS

Table 3.11.1: Steps taken to reduce the risk of occupational exposure, 1 April 2018 to 31 March 2019

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
The nature of the Department's work does not expose employees to increased risk of contracting HIV & AIDS. Despite the very low occupational risk, all employees have been targeted at all levels within the Department.	<p>HIV & AIDS Counselling and Testing (HCT) and Wellness screenings were conducted in general. Employee Health and Wellness Services are rendered to all employees in need and include the following:</p> <ul style="list-style-type: none"> • 24/7/365 Telephone counselling; • Face to face counselling (4 session model); • Trauma and critical incident counselling; • Advocacy on HIV&AIDS awareness, including online E-Care services and • Training, coaching and targeted Interventions where these were required.

Table 3.11.2: Details of Health Promotion including HIV & AIDS Programmes, 1 April 2018 to 31 March 2019

Question	Yes	No	Details, if yes
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2016? If so, provide her/his name and position.	√		Ms Reygana Shade, Director: Organisational Behaviour, (Department of the Premier).
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	√		<p>The Corporate Services Centre (CSC) within the Department of the Premier provides a transversal service to the eleven (11) departments, including the Department of Human Settlements.</p> <p>A designated Employee Health and Wellness unit within the Directorate Organisational Behaviour and the Chief Directorate Organisation Development serves to promote the health and well-being of employees in the eleven (11) client departments.</p> <p>The unit consists of a Deputy Director, three (3) Assistant Directors, and three (3) EHW Practitioners.</p> <p>Budget: R2.756 million</p>

Question	Yes	No	Details, if yes
<p>3. Has the department introduced an Employee Assistance or Health Promotion Programme for employees? If so, indicate the key elements/services of this Programme.</p>	✓		<p>The Department of the Premier has entered into a service level agreement with ICAS (external service provider) to render an Employee Health and Wellness Service to the eleven departments of the Corporate Services Centre (CSC).</p> <p>The following interventions were conducted:</p> <p>Deaf Awareness, HCT and Wellness Screening Group facilitation GRIT (Guts, Resilience, Influence and Tenacity for leaders and employees) style, Relationship Enrichment.</p> <p>Debriefing session, Employee Information session and Information desks, GEMS Information desk and walk about, TB awareness, TB Screening, Financial Management, Relationship through communication, Financial Awareness, Healthy living style, Effective communication, Emotional intelligence, Empowering women, Restrung : Stress and work life balance, Managerial referral, Sexual Harassment, Tame the dragon (addictive Behaviour), Me in a Team, Drafting the Will, Financial fitness</p> <p>These interventions are based on trends reflected in the quarterly reports and implemented to address employee needs.</p> <p>The targeted interventions for both employees and managers were aimed at personal development; promotion of healthy lifestyles; and improving coping skills. This involved presentations, workshops, group discussions to create awareness and encourage employees to have a pro-active approach to limit the impact of these problems in the workplace.</p> <p>Targeted Interventions were also implemented to equip managers with tools to engage employees in the workplace.</p> <p>Information sessions were also provided to inform employees of the EHW service and how to access the Employee Health and Wellness (EHW) Programme.</p> <p>Promotional material such as pamphlets, posters and brochures were distributed.</p>

Question	Yes	No	Details, if yes
4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2016? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	✓		<p>The Provincial Employee Health and Wellness Steering Committee has been established with members nominated by each department.</p> <p>The Department of Human Settlements is represented by Mr. Robbie Robberts.</p>
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies / practices so reviewed.	✓		<p>The Transversal Management Framework for Employee Health and Wellness Programmes in the Western Cape Government is in effect and was adopted by the Co-ordinating Chamber of the PSCBC for the Western Cape Province on 10 August 2005.</p> <p>In this regard, all employment policies make provision for fair practices, regardless of the HIV status of staff or applicants. Workplace practices are constantly monitored to ensure policy compliance and fairness.</p> <p>Under the EHW banner, four EHW Policies were approved which includes HIV & AIDS and TB Management that responds to the prevention of discrimination against employees affected and infected by HIV & AIDS and TB in the workplace. Further to this, the Department of Health, that is the lead department for HIV & AIDS, has approved the Transversal HIV and AIDS/ STI Workplace Policy and Programme that is applicable to all departments of the Western Government. The document is in line with the four pillars of the EHW Strategic Framework 2008.</p> <p>During the reporting period, the transversal EHW policies including the HIV, AIDS and TB Management Policy have been audited by DPSA against the DPSA policies as well as the National Strategic Plan for HIV, TB and STIs (2017-2022) which ensures inclusivity and elimination of discrimination and stigma against employees with HIV.</p>

Question	Yes	No	Details, if yes
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	✓		<p>The Provincial Strategic Plan on HIV & AIDS, STIs and TB 2017-2022 has been implemented to mainstream HIV and TB and its gender and rights-based dimensions into the core mandates to reduce HIV-related stigma.</p> <p>The aim is to:</p> <ul style="list-style-type: none"> • Reduce HIV and TB discrimination in the workplace. This included campaigns against unfair discrimination and empowerment of employees. • Reduce unfair discrimination in access to services. This included ensuring that the Directorate Employee Relations addresses complaints or grievances relating to unfair discrimination and provides training to employees. <p>The Department implemented the following measures to address the stigma and discrimination against those infected or perceived to be infective with HIV:</p> <ul style="list-style-type: none"> • Wellness Screenings (Blood pressure, Glucose, Cholesterol, TB, BMI) • HCT Screenings • TB Talks and Screenings • Distributing posters and pamphlets; • Condom distribution and spot talks; and • Commemoration of World AIDS Day and Wellness events.
7. Does the department encourage its employees to undergo HIV counselling and testing (HCT)? If so, list the results that you have you achieved.	✓		<p>HCT SESSIONS:</p> <p>The following Wellness and HCT screening sessions were conducted:</p> <p>The Department participated in 4 HCT and Wellness screening sessions.</p> <p>205 Employees were tested and counselled for HIV, Tuberculosis and Sexually Transmitted Infections (STI's). There were 0 clinical referrals for TB, for further management.</p>
8. Has the department developed measures/ indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	✓		<p>The impact of health promotion programmes is indicated through information provided through the EHW Contract with ICAS.</p> <p>The EHWP is monitored through Quarterly and Annual reporting and trend analysis can be derived through comparison of departmental utilisation and demographics i.e. age, gender, problem profiling, employee vs. manager utilisation, number of cases. Themes and trends also provide a picture of the risks and impact the EHW issues have on individual and the workplace.</p>

3.12. LABOUR RELATIONS

The following provincial collective agreements were entered into with trade unions for the period under review.

Table 3.12.1: Collective agreements, 1 April 2018 to 31 March 2019

Total collective agreements
None

Note: Table 3.12.2 summarises the outcome of disciplinary hearings conducted within the Department for the period.

Table 3.12.2: Misconduct and disciplinary hearings finalised, 1 April 2018 to 31 March 2019

Outcomes of disciplinary hearings	Number of cases finalised	% of total
Suspension without pay coupled with a Final Written Warning	1	50.0
Final Written Warning	1	50.0
Total	2	100.0
Percentage of total employment		

Note: Outcomes of disciplinary hearings refer to formal cases only.

Table 3.12.3: Types of misconduct addressed at disciplinary hearings, 1 April 2018 to 31 March 2019

Type of misconduct	Number	% of total
Fails to carry out order or instruction	1	50.0
Assault / attempts or threatens to assault a person	1	50.0
Total	2	100.0

Table 3.12.4: Grievances lodged, 1 April 2018 to 31 March 2019

Grievances lodged	Number	% of total
Number of grievances resolved	9	45.0
Number of grievances not resolved	11	55.0
Total number of grievances lodged	20	100.0

Note: Grievances lodged refers to cases that were finalised within the reporting period. Grievances **not resolved** refers to cases where the outcome was **not in favour of the aggrieved**. All cases, resolved and not resolved have been finalised.

Table 3.12.5: Disputes lodged with Councils, 1 April 2018 to 31 March 2019

Disputes lodged with Councils	Number	% of total
Number of disputes upheld	0	0.0
Number of disputes dismissed	1	100.0
Total number of disputes lodged	1	100.0

Note: Councils refer to the Public Service Co-ordinating Bargaining Council (PSCBC) and General Public Service Sector Bargaining Council (GPSSBC). When a dispute is “upheld”, it means that the Council endorses the appeal as legitimate and credible in favour of the aggrieved. When a dispute is “dismissed”, it means that the Council is not ruling in favour of the aggrieved.

Table 3.12.6: Strike actions, 1 April 2018 to 31 March 2019

Strike actions	Number
Total number of person working days lost	0
Total cost (R'000) of working days lost	0
Amount (R'000) recovered as a result of no work no pay	0

Table 3.12.7: Precautionary suspensions, 1 April 2018 to 31 March 2019

Precautionary suspensions	Number
Number of people suspended	0
Number of people whose suspension exceeded 30 days	0
Average number of days suspended	0
Cost (R'000) of suspensions	0

Note: Precautionary suspensions refer to staff who were suspended with full pay, whilst the case was being investigated.

3.13. SKILLS DEVELOPMENT

This section highlights the efforts of the Department with regard to skills development. Table 3.13.1 reflect the training needs as at the beginning of the period under review, and Table 3.13.2 the actual training provided.

Table 3.13.1: Training needs identified, 1 April 2018 to 31 March 2019

Occupational Categories	Gender	Number of employees as at 1 April 2018	Training needs identified at start of reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13 - 16)	Female	6	0	6	0	6
	Male	11	0	4	0	4
Professionals (Salary Band 9 - 12)	Female	49	0	66	0	66
	Male	88	0	207	0	207
Technicians and associate professionals (Salary Band 6 - 8)	Female	107	0	14	0	14
	Male	65	0	285	0	285
Clerks (Salary Band 3 - 5)	Female	69	0	22	0	22
	Male	46	0	145	0	145
Elementary occupations (Salary Band 1 - 2)	Female	3	0	4	0	4
	Male	4	0	3	0	3
Sub Total	Female	239	0	123	0	123
	Male	221	0	644	0	644
Total		460	0	767	0	767
Employees with disabilities	Female	5	0	11	0	11
	Male	7	0	0	0	0

Note: The above table identifies the training needs at the start of the reporting period as per the Department's Workplace Skills Plan.

Table 3.13.2: Training provided, 1 April 2018 to 31 March 2019

Occupational Categories	Gender	Number of employees as at 31 March 2019	Training provided during the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13 - 16)	Female	7	0	4	0	4
	Male	10	0	7	0	7
Professionals (Salary Band 9 - 12)	Female	46	0	122	0	122
	Male	88	0	28	0	28
Technicians and associate professionals (Salary Band 6 - 8)	Female	110	0	188	0	188
	Male	66	0	35	0	35
Clerks (Salary Band 3 - 5)	Female	62	0	94	0	94
	Male	38	0	20	0	20
Elementary occupations (Salary Band 1 - 2)	Female	3	0	5	0	5
	Male	3	0	2	0	2
Sub Total	Female	233	0	417	0	417
	Male	213	0	93	0	93
Total		446	0	510	0	510
Employees with disabilities	Female	5	0	4	0	4
	Male	8	0	1	0	1

Note: The above table identifies the number of training courses attended by individuals during the period under review.

3.14. INJURY ON DUTY

This section provides basic information on injuries sustained whilst being on official duty.

Table 3.14.1: Injury on duty, 1 April 2018 to 31 March 2019

Nature of injury on duty	Number	% of total
Required basic medical attention only	0	0.0
Temporary disablement	0	0.0
Permanent disablement	0	0.0
Fatal	0	0.0
Total	0	0.0
Percentage of total employment		0

3.15. UTILISATION OF CONSULTANTS

Table 3.15.1: Consultant appointments using appropriated funds

No.	Consulting Firm	Project Title	Nature Of The Project	Total Number Of Consultants That Worked On The Project	Duration: Work Days/ Hours / Months	Contract Value In Rand R'000	Amount Paid In 2018/19 Financial Year	BBBEE Level
1	Ngewu & Associates	Airport Precinct	Professional Fees	9	36 Months	519,000.00	514 800.00	Level 1
2	Amps Quantity Surveyor					346,000.00	279 850.00	Level 1
3	FIC Consulting					3,711,490.00	12 132.26	Level 2
4	Nako Iliso					31,945,516.16	1 980 660.88	Level 2
5	Urban Dynamics (Town Planner)					3,675,297.00	740 315.02	Level 4
6	JONO Trust					1,519,072.00	75 743.14	Level 3
7	JG Afrika					3,811,000.00	3 959 850.48	Level 1
8	Bergstan SA					50,597,634.37	1 754 777.16	Level 3
9	LX Engineers (Previously Worley Parsons)					7,159,923.04	946 367.92	Level 2
10	Lakhanya Quantity Surveyors	Kosovo Informal Settlements	Professional Fees	6	36 Months	346,000.00	81 100.00	Level 1
11	Advantage Quantity Surveyors					519,000.00	121 000.00	Level 4
12	FIC Consulting					1,054,291.00	63 257.52	Level 2
13	ARG Design (Town Planner)					2,747,039.00	199 128.00	Level 2
14	WSP Group Africa					5,388,556.00	1 190 282.30	Level 3
15	Malani Padayachee & Associates					3,592,370.00	824 286.11	Level 1
16	CNDV Africa	Taiwan & YB Informal Settlement Upgrade	Professional Services	3	-	-	57 750.00	Level 4
17	AMM Geomatics					-	450 000.00	Level 2
18	Nadeson					-	91 368.76	Level 2
19	Asande Civils & Construction	Erf 47585 Mitchells Plein	Town Planner	1	-	-	231 051.00	Level 1

No.	Consulting Firm	Project Title	Nature Of The Project	Total Number Of Consultants That Worked On The Project	Duration: Work Days/ Hours / Months	Contract Value In Rand R'000	Amount Paid In 2018/19 Financial Year	BBBEE Level
20	AGS Consultants	Penhill Greenfields	Professional Fees	7	36 Months	519 000.00	299 000.00	Level 1
21	Planning Partners					3 823 353.00	575 767.98	Level 1
22	MZI Development Services (Stakeholder Management)					1 050 600.00	183 090.00	Level 1
23	Motla Consulting Engineers					5,760 000.00	3 651 362.79	Level 7
24	SMEC SA					11 681 280.00	4 240 292.58	Level 1
25	BSP Consulting Engineers					7 780 512.00	2 825 981.73	Level 1
27	LX Engineers (Previously Worley Parsons)	Subdivision Farm	Professional Fees	1	-	-	46 772.00	Level 2
28	Community Organisation Resource Centre	Informal Settlements Upgrading	Complementary Funding, Planning & Status Report On Erf 439	1	-	-	5 640 235.00	-
29	Surveyor General	Sub-divisional Diagrams	Transfer of Properties	1	-	-	440.00	-
30	Rural Development & Land Reform				-	-	169.00	-
31	Cassie Gerber Valuers	Erwen 1155, 927, 9834, Other 12 Properties and Portions Of Farms 163, 164, 220, 245, 613, 744 and 927	Valuation	1	-	-	40 505.00	-
32	JJ Neethling				-	-	54 372.00	-
33	AT Fourie	Joe Slovo Project and Sobambisana Community Development	Advisory Services	1	-	-	81 936.53	-
34	African Ideas Corporation	Change Navigation: Human Settlements	Specialist Services	1	-	-	153 621.60	-

No.	Consulting Firm	Project Title	Nature Of The Project	Total Number Of Consultants That Worked On The Project	Duration: Work Days/ Hours / Months	Contract Value In Rand R'000	Amount Paid In 2018/19 Financial Year	BBBEE Level
35	Transcriptions Four-Zero-Six	Sound	Appointment of Stenographer	1	-	-	4 300.00	-
36	Dalleen Groenewald	Homewise Brochures	Translation	1	-	-	1 255.80	-
37	On Time	Case 21/3/1/2056/ G20	Transcription Services	1	-	-	19 720.00	-
38	Thandiwe Goxo	Draft Order Rerule Nisi	Translation	1	-	-	1 543.20	-
39	TDA	State Funded Dwelling Houses	Building Plan Applications	1	-	-	1 127.00	-
Totals						154 153 833.57	31 683 532.76	

Table 3.15.2: Consultant appointments using Donor funds

Programme	Consulting Firm	Project Title	Nature Of The Project	Total Number Of Consultants That Worked On The Project	Duration: Work Days/Hours/Months	Contract Value In Rand R'000	BBBEE Level
	NONE						



PART E



IRDP,
Buffelsjagrivier, Swellendam

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**ANNUAL FINANCIAL STATEMENTS
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Statement of Changes in Net Assets	
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**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**REPORT OF THE AUDITOR COMMITTEE
for the year ended 31 March 2019**

We are pleased to present our report for the financial year ended 31 March 2019.

Audit Committee Responsibility

The Audit Committee reports that it has complied with its responsibilities arising from **Section 38 (1) (a) (ii)** of the **Public Finance Management Act and Treasury Regulation 3.1**. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

The Effectiveness of Internal Control

In line with the PFMA and Treasury Regulations, Internal Audit provides the Audit Committee and Management with reasonable assurance that the internal controls are adequate and effective. This is achieved by an approved risk-based internal audit plan, Internal Audit assessing the adequacy of controls mitigating the risks and the Audit Committee monitoring implementation of corrective actions.

The following internal audit engagements were approved by the Audit Committee and completed by Internal Audit during the year under review. Internal Audit provided assurance on the adequacy, effectiveness and efficiency of selected controls:

Assurance Engagements:

- DPSA Delegations Framework
- Govan Mbeki Awards
- Grant Expenditure Management
- Construction Procurement

Consulting Engagements:

- Corporate Governance Review

The areas for improvement, as noted by Internal Audit during the performance of their work, were agreed to by Management. The Audit Committee monitors the implementation of the agreed actions on a quarterly basis.

In-Year Management and Monthly/Quarterly Report

The Audit Committee is satisfied with the content and quality of the quarterly in-year management and performance reports issued during the year under review by the Accounting Officer of the Department in terms of the Treasury Regulations and the Division of Revenue Act.

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**REPORT OF THE AUDITOR COMMITTEE
for the year ended 31 March 2019**

Evaluation of Financial Statements

The Audit Committee has:

- Reviewed and discussed the audited Annual Financial Statements to be included in the Annual report, with the Auditor-General South Africa (AGSA) and the Accounting Officer;
- Reviewed the AGSA's Management Report and Management's responses thereto;
- Reviewed changes to accounting policies and practices as reported in the Annual Financial Statements;
- Reviewed material adjustments resulting from the audit of the Department.

Compliance

The Audit Committee has reviewed the Department's processes for compliance with legal and regulatory provisions.

Provincial Forensics Services

The Provincial Forensic Services presented us with statistics. The Audit Committee Monitors the progress of the PFS reports on a quarterly basis. There were no matters brought to our attention that required further reporting by the Audit Committee.

Performance Information

The Audit Committee has reviewed the information on predetermined objectives as reported in the Annual Report.

Report of the Auditor-General South Africa

The Audit Committee has, on a quarterly basis, reviewed the Department's implementation plan for audit issues raised in the prior year. The Audit Committee has met with the AGSA to ensure that there are no unresolved issues that emanated from the regulatory audit. Corrective actions on the detailed findings raised by the AGSA are monitored by the Audit Committee on a quarterly basis.

The Audit Committee concurs and accepts the AGSA's opinion regarding the Annual Financial Statements and proposes that these audited Annual Financial Statements be accepted and read together with their report.

The Audit Committee commends the Department for maintaining an unqualified audit opinion with no material findings.

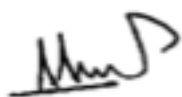
The Audit Committee wishes to express their appreciation to the management of the Department, the AGSA and the WCG Corporate Assurance Branch for the co-operation and information they have provided to enable us to compile this report.

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
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**REPORT OF THE AUDITOR COMMITTEE
for the year ended 31 March 2019**

Conclusion

While the audit committee commends the Department for attaining an unqualified audit without material findings, the audit committee is concerned about its cost impact. This cost of compliance has the ability to displace scarce resources from service delivery to audit outcomes.



**Mr Ameen Amod
Chairperson of the Social Cluster Audit Committee
Western Cape Department of Human Settlements
31 July 2019**

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
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**REPORT OF THE AUDITOR-GENERAL
for the year ended 31 March 2019**

Opinion

1. I have audited the financial statements of the Western Cape Department of Human Settlements set out on pages 4 to 72, which comprise the appropriation statement, the statement of financial position as at 31 March 2019, the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Western Cape Department of Human Settlements as at 31 March 2019, and its financial performance and cash flows for the year then ended in accordance with the Modified Cash Standard (MCS) prescribed by the National Treasury and the requirements of the Public Finance Management Act of South Africa, 1999 (Act No. 1 of 1999) (PFMA) and the Division of Revenue Act of South Africa, 2018 (Act No. 1 of 2018) (Dora).

Basis for opinion

1. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.
2. I am independent of the department in accordance with section 290 and 291 of the International Ethics Standards Board for Accountants' Code of ethics for professional accountants and, parts 1 and 3 of the International Ethics Standards Board of Accountants' International code for professional accountants (including International Independence Standards) (IESBA code) as well as the ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
3. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

I draw attention to the matters below. My opinion is not modified in respect of these matters.

Uncertainty relating to the future outcome of litigation

With reference to note 18.1 to the financial statements, the department was a defendant in a land-claim lawsuit of R87,2 million as at 31 March 2019, which the department was disputing. The ultimate outcome of this matter cannot currently be determined and no provision for any liability that may result has been made in the financial statements

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
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**REPORT OF THE AUDITOR-GENERAL
for the year ended 31 March 2019**

Restatement of corresponding figures

As disclosed in note 30 to the financial statements, the corresponding figures for 31 March 2018 have been restated because of an error, in the financial statements of the Department as at, and for the year ended, 31 March 2019.

Other matter

I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited supplementary schedules

The supplementary information set out in pages 73 to 83 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion thereon.

Responsibilities of the accounting officer for the financial statements

The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the MCS prescribed by the National Treasury and the requirements of the PFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the accounting officer is responsible for assessing the Western Cape Department of Human Settlement's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the department or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
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**REPORT OF THE AUDITOR-GENERAL
for the year ended 31 March 2019**

Report on the audit of the annual performance report

Introduction and scope

In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report material findings on the reported performance information against predetermined objectives for selected programmes presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.

My procedures address the reported performance information, which must be based on the approved performance planning documents of the department. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.

I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected programmes presented in the annual performance report of the department for the year ended 31 March 2019:

Programmes	Pages in the annual performance report
Programme 3: housing development	35 to 43

I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

I did not raise any material findings on the usefulness and reliability of the reported performance information for these programmes:

- Programme 3: housing development

Other matters

I draw attention to the matters below.

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
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**REPORT OF THE AUDITOR-GENERAL
for the year ended 31 March 2019**

Achievement of planned targets

Refer to the annual performance report on pages 35 to 43 for information on the achievement of planned targets for the year and explanations provided for the under- or overachievement of a number of targets.

Adjustment of material misstatements

I identified material misstatements in the annual performance report submitted for auditing. This material misstatement was on the reported performance information of programme 3: housing development. As management subsequently corrected the misstatement, I did not raise any material findings on the usefulness and reliability of the reported performance information.

Report on the audit of compliance with legislation

Introduction and scope

In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the compliance of the department with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.

I did not raise material findings on compliance with the specific matters in key legislation set out in the general notice issued in terms of the PAA.

Other information

The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report and those selected programmes presented in the annual performance report that have been specifically reported in this auditor's report.

My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.

In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected programmes presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
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**REPORT OF THE AUDITOR-GENERAL
for the year ended 31 March 2019**

If, based on the work I have performed, I conclude that there is a material misstatement in this other information, I am required to report that fact.

I have nothing to report in this regard.

Internal control deficiencies

I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. I did not identify any significant deficiencies in internal control.

Cape Town
31 July 2019
Auditor-General



**AUDITOR - GENERAL
SOUTH AFRICA**

Auditing to build public confidence

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENT
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Appropriation per programme									
Programme	2018/19							2017/18	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration	104 605	-	3 278	107 883	106 692	1 191	98.9	101 677	99 060
2. Housing Needs, Research and Planning	24 188	-	1 094	25 282	25 282	-	100.0	24 840	24 771
3. Housing Development	2 275 696	-	(3 558)	2 272 138	2 184 379	87 759	96.1	2 527 798	2 519 972
4. Housing Asset Management	36 792	-	(814)	35 978	35 978	-	100.0	39 003	39 003
Total	2 441 281	-	-	2 441 281	2 352 331	88 950	96.4	2 693 318	2 682 806
Reconciliation with Statement of Financial Performance									
Add:									
Departmental receipts				195 556				32 011	
Aid assistance				5 541				7 182	
Actual amounts per Statement of Financial Performance (Total Revenue)				2 642 378				2 732 511	
Add: Aid assistance					7 232				466
Actual amounts per Statement of Financial Performance Expenditure					2 359 563				2 683 272

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Appropriation per economic classification									
Economic Classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	350 018	(32 283)	-	317 735	313 748	3 987	98,7%	278 003	274 337
Compensation of employees	229 247	(97)	-	229 150	225 164	3 986	98,3%	212 818	209 221
Salaries and wages	202 860	549	(588)	202 821	198 835	3 986	98,0%	188 230	184 633
Social contributions	26 387	(646)	588	26 329	26 329	-	100,0%	24 588	24 588
Goods and services	120 771	(32 186)	-	88 585	88 584	1	100,0%	65 185	65 116
Administrative fees	294	(139)	-	155	155	-	100,0%	378	378
Advertising	590	(181)	-	409	409	-	100,0%	1 022	1 022
Minor assets	535	(320)	-	215	215	-	100,0%	460	460
Audit costs: External	7 083	(645)	-	6 438	6 438	-	100,0%	6 910	6 910
Bursaries: Employees	650	(49)	-	601	601	-	100,0%	649	649
Catering: Departmental activities	305	(33)	(27)	245	245	-	100,0%	277	277
Communication (G&S)	1 210	(101)	-	1 109	1 109	-	100,0%	1 142	1 142
Computer services	1 605	435	-	2 040	2 040	-	100,0%	2 234	2 234
Consultants: Business and advisory services	34 615	(33 863)	(355)	397	397	-	100,0%	559	559
Infrastructure and planning services	29 519	(11 338)	-	18 181	18 181	-	100,0%	12 848	12 848
Legal services	2 630	(1 567)	-	1 063	1 063	-	100,0%	1 317	1 317
Contractors	675	(10)	-	665	665	-	100,0%	2 819	2 819
Agency and support / outsourced services	2 550	(2 550)	-	-	-	-	-	202	202
Entertainment	64	(50)	(6)	8	8	-	100,0%	6	6
Fleet services (including government motor transport)	2 590	592	-	3 182	3 182	-	100,0%	2 617	2 617
Consumable supplies	670	(68)	-	602	602	-	100,0%	575	575
Consumable: Stationery, printing and office supplies	1 060	(382)	-	678	678	-	100,0%	864	864
Operating leases	1 320	435	-	1 755	1 755	-	100,0%	1 313	1 313
Property payments	23 296	17 685	67	41 048	41 048	-	100,0%	20 336	20 336
Travel and subsistence	6 060	(276)	23	5 807	5 807	-	100,0%	5 071	5 071
Training and development	1 270	399	-	1 669	1 669	-	100,0%	1 730	1 690
Operating payments	1 020	106	-	1 126	1 126	-	100,0%	1 253	1 253
Venues and facilities	1 040	(160)	298	1 178	1 177	1	99,9%	411	382
Rental and hiring	120	(106)	-	14	14	-	100,0%	192	192
Transfers and subsidies	2 079 044	32 482	-	2 111 526	2 027 753	83 773	96,0%	2 399 278	2 393 125
Provinces and municipalities	43 910	169	-	44 079	44 079	-	100,0%	106 846	106 846
Municipalities	43 910	169	-	44 079	44 079	-	100,0%	106 846	106 846
Municipal bank accounts	43 910	169	-	44 079	44 079	-	100,0%	106 846	106 846
Departmental agencies and accounts	406	-	-	406	406	-	100,0%	6	6
Departmental agencies (non-business entities)	406	-	-	406	406	-	100,0%	6	6
Higher education institutions	300	-	-	300	300	-	100,0%	950	950
Non-profit institutions	4 500	-	-	4 500	4 500	-	100,0%	2 270	2 270
Households	2 029 928	32 313	-	2 062 241	1 978 468	83 773	95,9%	2 289 206	2 283 053
Social benefits	293	393	-	686	686	-	100,0%	1 229	1 199
Other transfers to households	2 029 635	31 920	-	2 061 555	1 977 782	83 773	95,9%	2 287 977	2 281 854
Payments for capital assets	7 173	-	-	7 173	5 983	1 190	83,4%	6 100	5 407
Machinery and equipment	7 173	(28)	-	7 145	5 955	1 190	83,3%	6 041	5 348
Transport equipment	4 100	234	-	4 334	4 334	-	100,0%	3 904	3 888
Other machinery and equipment	3 073	(262)	-	2 811	1 621	1 190	57,7%	2 137	1 460
Software and other intangible assets	-	28	-	28	28	-	100,0%	59	59
Payment for financial assets	5 046	(199)	-	4 847	4 847	-	100,0%	9 937	9 937
Total	2 441 281	-	-	2 441 281	2 352 331	88 950	96,4%	2 693 318	2 682 806

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Programme 1: ADMINISTRATION									
Subprogramme	2018/19							2017/18	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Office of the MEC	7 021	(2 226)	23	4 818	4 818	-	100.0	5 859	5 843
2. Corporate Services	97 584	2 226	3 255	103 065	101 874	1 191	98.8	95 818	93 217
Total	104 605	-	3 278	107 883	106 692	1 191	98.9	101 677	99 060

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENT
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Appropriation per economic classification									
Economic Classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	96 993	(43)	3 278	100 228	100 227	1	100,0%	95 076	93 182
Compensation of employees	78 510	(92)	2 922	81 340	81 340	-	100,0%	76 136	74 242
Salaries and wages	68 179	(92)	2 650	70 737	70 737	-	100,0%	66 280	64 386
Social contributions	10 331	-	272	10 603	10 603	-	100,0%	9 856	9 856
Goods and services	18 483	49	356	18 888	18 887	1	100,0%	18 940	18 940
Administrative fees	200	(90)	-	110	110	-	100,0%	272	272
Advertising	250	(5)	-	245	245	-	100,0%	1 003	1 003
Minor assets	520	(305)	-	215	215	-	100,0%	460	460
Audit costs: External	5 523	(456)	-	5 067	5 067	-	100,0%	5 238	5 238
Bursaries: Employees	650	(49)	-	601	601	-	100,0%	649	649
Catering: Departmental activities	100	(20)	-	80	80	-	100,0%	80	80
Communication (G&S)	825	(152)	-	673	673	-	100,0%	763	763
Computer services	1 595	191	-	1 786	1 786	-	100,0%	2 048	2 048
Consultants: Business and advisory services	190	(4)	-	186	186	-	100,0%	55	55
Legal services	70	(70)	-	-	-	-	-	-	-
Contractors	350	181	-	531	531	-	100,0%	201	201
Agency and support / outsourced services	550	(550)	-	-	-	-	-	202	202
Entertainment	30	(24)	-	6	6	-	100,0%	3	3
Fleet services (including government motor transport)	2 590	592	-	3 182	3 182	-	100,0%	2 617	2 617
Consumable supplies	390	126	-	516	516	-	100,0%	486	486
Consumable: Stationery, printing and office supplies	950	(272)	-	678	678	-	100,0%	843	843
Operating leases	900	326	-	1 226	1 226	-	100,0%	964	964
Property payments	40	42	-	82	82	-	100,0%	97	97
Travel and subsistence	1 840	(151)	23	1 712	1 712	-	100,0%	1 301	1 301
Training and development	320	454	-	774	774	-	100,0%	441	441
Operating payments	450	141	-	591	591	-	100,0%	919	919
Venues and facilities	60	226	333	619	618	1	99,8%	116	116
Rental and hiring	90	(82)	-	8	8	-	100,0%	182	182
Transfers and subsidies	139	242	-	381	381	-	100,0%	217	187
Departmental agencies and accounts	6	-	-	6	6	-	100,0%	6	6
Departmental agencies (non-business entities)	6	-	-	6	6	-	100,0%	6	6
Households	133	242	-	375	375	-	100,0%	211	181
Social benefits	133	92	-	225	225	-	100,0%	211	181
Other transfers to households	-	150	-	150	150	-	100,0%	-	-
Payments for capital assets	7 173	-	-	7 173	5 983	1 190	83,4%	6 100	5 407
Machinery and equipment	7 173	(28)	-	7 145	5 955	1 190	83,3%	6 041	5 348
Transport equipment	4 100	234	-	4 334	4 334	-	100,0%	3 904	3 888
Other machinery and equipment	3 073	(262)	-	2 811	1 621	1 190	57,7%	2 137	1 460
Software and other intangible assets	-	28	-	28	28	-	100,0%	59	59
Payment for financial assets	300	(199)	-	101	101	-	100,0%	284	284
Total	104 605	-	3 278	107 883	106 692	1 191	98,9%	101 677	99 060

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENT
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Subprogramme 1.1: OFFICE OF THE MEC									
Economic classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final ap- propriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	6 721	(2 327)	23	4 417	4 417	-	100,0	5 423	5 423
Compensation of employees	5 646	(2 327)	-	3 319	3 319	-	100,0	4 544	4 544
Goods and services	1 075	-	23	1 098	1 098	-	100,0	879	879
Payments for capital assets	300	101	-	401	401	-	100,0	436	420
Machinery and equipment	300	101	-	401	401	-	100,0	436	420
Total	7 021	(2 226)	23	4 818	4 818	-	100,0	5 859	5 843

Subprogramme 1.2: CORPORATE SERVICES									
Economic classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final ap- propriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	90 272	2 284	3 255	95 811	95 810	1	100,0	89 653	87 759
Compensation of employees	72 864	2 235	2 922	78 021	78 021	-	100,0	71 592	69 698
Goods and services	17 408	49	333	17 790	17 789	1	100,0	18 061	18 061
Transfers and subsidies	139	242	-	381	381	-	100,0	217	187
Departmental agencies and accounts	6	-	-	6	6	-	100,0	6	6
Households	133	242	-	375	375	-	100,0	211	181
Payments for capital assets	6 873	(101)	-	6 772	5 582	1 190	82,4	5 664	4 987
Machinery and equipment	6 873	(129)	-	6 744	5 554	1 190	82,4	5 605	4 928
Software and other intangible assets	-	28	-	28	28	-	100,0	59	59
Payment for financial assets	300	(199)	-	101	101	-	100,0	284	284
Total	97 584	2 226	3 255	103 065	101 874	1 191	98,8	95 818	93 217

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Programme 2: HOUSING NEEDS, RESEARCH AND PLANNING									
Subprogramme	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration	15 020	22	1 094	16 136	16 136	-	100,0	15 793	15 724
2. Planning	9 168	(22)	-	9 146	9 146	-	100,0	9 047	9 047
Total	24 188	-	1 094	25 282	25 282	-	100,0	24 840	24 771

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Economic Classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Vari- ance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	24 185	-	1 094	25 279	25 279	-	100,0	24 789	24 720
Compensation of employees	22 592	-	1 517	24 109	24 109	-	100,0	23 384	23 384
Salaries and wages	19 901	-	1 201	21 102	21 102	-	100,0	20 556	20 556
Social contributions	2 691	-	316	3 007	3 007	-	100,0	2 828	2 828
Goods and services	1 593	-	(423)	1 170	1 170	-	100,0	1 405	1 336
Administrative fees	40	(27)	-	13	13	-	100,0	15	15
Advertising	50	(3)	-	47	47	-	100,0	12	12
Catering: Departmental activities	55	(7)	(27)	21	21	-	100,0	30	30
Communication (G&S)	75	11	-	86	86	-	100,0	80	80
Computer services	-	45	-	45	45	-	100,0	-	-
Consultants: Business and advisory services	470	(115)	(355)	-	-	-	-	300	300
Contractors	5	(5)	-	-	-	-	-	-	-
Entertainment	8	(2)	(6)	-	-	-	-	2	2
Consumable supplies	40	(28)	-	12	12	-	100,0	11	11
Consumable: Stationery, printing and office supplies	10	(10)	-	-	-	-	-	1	1
Operating leases	110	33	-	143	143	-	100,0	99	99
Travel and subsistence	460	199	-	659	659	-	100,0	600	600
Training and development	190	(177)	-	13	13	-	100,0	121	81
Operating payments	30	59	-	89	89	-	100,0	45	45
Venues and facilities	50	27	(35)	42	42	-	100,0	86	57
Rental and hiring	-	-	-	-	-	-	-	3	3
Transfers and subsidies	3	-	-	3	3	-	100,0	51	51
Households	3	-	-	3	3	-	100,0	51	51
Social benefits	3	-	-	3	3	-	100,0	51	51
Total	24 188	-	1 094	25 282	25 282	-	100,0	24 840	24 771

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Subprogramme 2.1: ADMINISTRATION									
Economic classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	15 017	22	1 094	16 133	16 133	-	100,0	15 743	15 674
Compensation of employees	13 811	188	1 517	15 516	15 516	-	100,0	14 693	14 693
Goods and services	1 206	(166)	(423)	617	617	-	100,0	1 050	981
Transfers and subsidies	3	-	-	3	3	-	100,0	50	50
Households	3	-	-	3	3	-	100,0	50	50
Total	15 020	22	1 094	16 136	16 136	-	100,0	15 793	15 724

Subprogramme 2.2: PLANNING									
Economic classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	9 168	(22)	-	9 146	9 146	-	100,0	9 046	9 046
Compensation of employees	8 781	(188)	-	8 593	8 593	-	100,0	8 691	8 691
Goods and services	387	166	-	553	553	-	100,0	355	355
Transfers and subsidies	-	-	-	-	-	-	-	1	1
Households	-	-	-	-	-	-	-	1	1
Total	9 168	(22)	-	9 146	9 146	-	100,0	9 047	9 047

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENTS
for the year ended 31 March 2019**

Programme 3: HOUSING DEVELOPMENT									
Subprogramme	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration	122 659	-	(3 558)	119 101	115 115	3 986	96,7	201 040	193 214
2. Financial Interventions	384 898	74 126	-	459 024	375 251	83 773	81,7	252 487	252 487
3. Incremental Intervention	1 766 639	(80 283)	-	1 686 356	1 686 356	-	100,0	2 060 639	2 060 639
4. Social and Rental Intervention	1 500	6 157	-	7 657	7 657	-	100,0	13 632	13 632
Total	2 275 696	-	(3 558)	2 272 138	2 184 379	87 759	96,1	2 527 798	2 519 972

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Appropriation per economic classification									
Economic Classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	193 051	(32 208)	(3 558)	157 285	153 299	3 986	97,5	125 044	123 341
Compensation of employees	104 714	27	(3 558)	101 183	97 197	3 986	96,1	91 787	90 084
Salaries and wages	93 756	1 239	(3 558)	91 437	87 451	3 986	95,6	82 807	81 104
Social contributions	10 958	(1 212)	-	9 746	9 746	-	100,0	8 980	8 980
Goods and services	88 337	(32 235)	-	56 102	56 102	-	100,0	33 257	33 257
Administrative fees	54	(25)	-	29	29	-	100,0	40	40
Advertising	260	(181)	-	79	79	-	100,0	7	7
Minor assets	15	(15)	-	-	-	-	-	-	-
Audit costs: External	1 560	(189)	-	1 371	1 371	-	100,0	1 672	1 672
Catering: Departmental activities	135	(2)	-	133	133	-	100,0	151	151
Communication (G&S)	275	45	-	320	320	-	100,0	270	270
Computer services	10	199	-	209	209	-	100,0	186	186
Consultants: Business and advisory services	33 745	(33 633)	-	112	112	-	100,0	96	96
Infrastructure and planning services	29 029	(10 849)	-	18 180	18 180	-	100,0	12 846	12 846
Legal services	1 070	(792)	-	278	278	-	100,0	866	866
Contractors	300	(184)	-	116	116	-	100,0	230	230
Agency and support / outsourced services	2 000	(2 000)	-	-	-	-	-	-	-
Entertainment	24	(22)	-	2	2	-	100,0	1	1
Consumable supplies	100	(43)	-	57	57	-	100,0	51	51
Consumable: Stationery, printing and office supplies	80	(80)	-	-	-	-	-	20	20
Operating leases	250	61	-	311	311	-	100,0	203	203
Property payments	14 000	16 012	-	30 012	30 012	-	100,0	12 113	12 113
Travel and subsistence	3 340	(90)	-	3 250	3 250	-	100,0	2 895	2 895
Training and development	720	112	-	832	832	-	100,0	1 168	1 168
Operating payments	430	(35)	-	395	395	-	100,0	227	227
Venues and facilities	910	(494)	-	416	416	-	100,0	209	209
Rental and hiring	30	(30)	-	-	-	-	-	6	6
Transfers and subsidies	2 077 899	32 208	-	2 110 107	2 026 334	83 773	96,0	2 393 101	2 386 978
Provinces and municipalities	42 910	169	-	43 079	43 079	-	100,0	101 112	101 112
Municipalities	42 910	169	-	43 079	43 079	-	100,0	101 112	101 112
Municipal bank accounts	42 910	169	-	43 079	43 079	-	100,0	101 112	101 112
Departmental agencies and accounts	400	-	-	400	400	-	100,0	-	-
Departmental agencies (non-business entities)	400	-	-	400	400	-	100,0	-	-
Higher education institutions	300	-	-	300	300	-	100,0	950	950
Non-profit institutions	4 500	-	-	4 500	4 500	-	100,0	2 270	2 270
Households	2 029 789	32 039	-	2 061 828	1 978 055	83 773	95,9	2 288 769	2 282 646
Social benefits	154	269	-	423	423	-	100,0	792	792
Other transfers to households	2 029 635	31 770	-	2 061 405	1 977 632	83 773	95,9	2 287 977	2 281 854
Payment for financial assets	4 746	-	-	4 746	4 746	-	100,0	9 653	9 653
Total	2 275 696	-	(3 558)	2 272 138	2 184 379	87 759	96,1	2 527 798	2 519 972

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Subprogramme 3.1: ADMINISTRATION									
Economic classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	81 406	27	(3 558)	77 875	73 889	3 986	94,9	70 778	69 075
Compensation of employees	77 668	27	(3 558)	74 137	70 151	3 986	94,6	66 716	65 013
Goods and services	3 738	-	-	3 738	3 738	-	100,0	4 062	4 062
Transfers and subsidies	41 253	(27)	-	41 226	41 226	-	100,0	130 262	124 139
Provinces and municipalities	32 011	-	-	32 011	32 011	-	100,0	85 825	85 825
Households	9 242	(27)	-	9 215	9 215	-	100,0	44 437	38 314
Total	122 659	-	(3 558)	119 101	115 115	3 986	96,7	201 040	193 214

Subprogramme 3.2: FINANCIAL INTERVENTIONS									
Economic classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	80 045	(907)	-	79 138	79 138	-	100,0	54 266	54 266
Compensation of employees	27 046	-	-	27 046	27 046	-	100,0	25 071	25 071
Goods and services	52 999	(907)	-	52 092	52 092	-	100,0	29 195	29 195
Transfers and subsidies	300 107	75 033	-	375 140	291 367	83 773	77,7	188 568	188 568
Provinces and municipalities	10 899	112	-	11 011	11 011	-	100,0	15 287	15 287
Departmental agencies and accounts	400	-	-	400	400	-	100,0	-	-
Higher education institutions	300	-	-	300	300	-	100,0	950	950
Non-profit institutions	4 500	-	-	4 500	4 500	-	100,0	2 270	2 270
Households	284 008	74 921	-	358 929	275 156	83 773	76,7	170 061	170 061
Payment for financial assets	4 746	-	-	4 746	4 746	-	100,0	9 653	9 653
Total	384 898	74 126	-	459 024	375 251	83 773	81,7	252 487	252 487

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
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**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Subprogramme 3.3: INCREMENTAL INTERVENTION									
Economic classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	31 600	(31 328)	-	272	272	-	100,0	-	-
Goods and services	31 600	(31 328)	-	272	272	-	100,0	-	-
Transfers and subsidies	1 735 039	(48 955)	-	1 686 084	1 686 084	-	100,0	2 060 639	2 060 639
Provinces and municipalities	-	57	-	57	57	-	100,0	-	-
Households	1 735 039	(49 012)	-	1 686 027	1 686 027	-	100,0	2 060 639	2 060 639
Total	1 766 639	(80 283)	-	1 686 356	1 686 356	-	100,0	2 060 639	2 060 639

Subprogramme 3.4: SOCIAL AND RENTAL INTERVENTION									
Economic classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Transfers and subsidies	1 500	6 157	-	7 657	7 657	-	100,0	13 632	13 632
Households	1 500	6 157	-	7 657	7 657	-	100,0	13 632	13 632
Total	1 500	6 157	-	7 657	7 657	-	100,0	13 632	13 632

Programme 4: HOUSING ASSET MANAGEMENT									
Subprogramme	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration	26 536	(1 631)	(881)	24 024	24 024	-	100,0	22 973	22 973
2. Housing Properties Maintenance	10 256	1 631	67	11 954	11 954	-	100,0	16 030	16 030
Total	36 792	-	(814)	35 978	35 978	-	100,0	39 003	39 003

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Appropriation per economic classification									
Economic Classification	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	35 789	(32)	(814)	34 943	34 943	-	100,0	33 094	33 094
Compensation of employees	23 431	(32)	(881)	22 518	22 518	-	100,0	21 511	21 511
Salaries and wages	21 024	(598)	(881)	19 545	19 545	-	100,0	18 587	18 587
Social contributions	2 407	566	-	2 973	2 973	-	100,0	2 924	2 924
Goods and services	12 358	-	67	12 425	12 425	-	100,0	11 583	11 583
Administrative fees	-	3	-	3	3	-	100,0	51	51
Advertising	30	8	-	38	38	-	100,0	-	-
Catering: Departmental activities	15	(4)	-	11	11	-	100,0	16	16
Communication (G&S)	35	(5)	-	30	30	-	100,0	29	29
Consultants: Business and advisory services	210	(111)	-	99	99	-	100,0	108	108
Infrastructure and planning services	490	(489)	-	1	1	-	100,0	2	2
Legal services	1 490	(705)	-	785	785	-	100,0	451	451
Contractors	20	(2)	-	18	18	-	100,0	2 388	2 388
Entertainment	2	(2)	-	-	-	-	-	-	-
Consumable supplies	140	(123)	-	17	17	-	100,0	27	27
Consumable: Stationery, printing and office supplies	20	(20)	-	-	-	-	-	-	-
Operating leases	60	15	-	75	75	-	100,0	47	47
Property payments	9 256	1 631	67	10 954	10 954	-	100,0	8 126	8 126
Travel and subsistence	420	(234)	-	186	186	-	100,0	275	275
Training and development	40	10	-	50	50	-	100,0	-	-
Operating payments	110	(59)	-	51	51	-	100,0	62	62
Venues and facilities	20	81	-	101	101	-	100,0	-	-
Rental and hiring	-	6	-	6	6	-	100,0	1	1
Transfers and subsidies	1 003	32	-	1 035	1 035	-	100,0	5 909	5 909
Provinces and municipalities	1 000	-	-	1 000	1 000	-	100,0	5 734	5 734
Municipalities	1 000	-	-	1 000	1 000	-	100,0	5 734	5 734
Municipal bank accounts	1 000	-	-	1 000	1 000	-	100,0	5 734	5 734
Households	3	32	-	35	35	-	100,0	175	175
Social benefits	3	32	-	35	35	-	100,0	175	175
Total	36 792	-	(814)	35 978	35 978	-	100,0	39 003	39 003

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**APPROPRIATION STATEMENT
for the year ended 31 March 2019**

Subprogramme 4.1: ADMINISTRATION									
Subprogramme	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	26 533	(1 663)	(881)	23 989	23 989	-	100,0	22 798	22 798
Compensation of employees	23 431	(32)	(881)	22 518	22 518	-	100,0	21 511	21 511
Goods and services	3 102	(1 631)	-	1 471	1 471	-	100,0	1 287	1 287
Transfers and subsidies	3	32	-	35	35	-	100,0	175	175
Households	3	32	-	35	35	-	100,0	175	175
Total	26 536	(1 631)	(881)	24 024	24 024	-	100,0	22 973	22 973

Subprogramme 4.2: HOUSING PROPERTIES MAINTENANCE									
Subprogramme	2018/19						2017/18		
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	9 256	1 631	67	10 954	10 954	-	100,0	10 296	10 296
Goods and services	9 256	1 631	67	10 954	10 954	-	100,0	10 296	10 296
Transfers and subsidies	1 000	-	-	1 000	1 000	-	100,0	5 734	5 734
Provinces and municipalities	1 000	-	-	1 000	1 000	-	100,0	5 734	5 734
Total	10 256	1 631	67	11 954	11 954	-	100,0	16 030	16 030

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2019**

1. Detail of transfers and subsidies as per Appropriation Act (after Virement):

Detail of these transactions can be viewed in the note on Transfers and subsidies, disclosure notes and Annexure 1 (A-E) to the Annual Financial Statements.

2. Detail of specifically and exclusively appropriated amounts voted (after Virement):

Detail of these transactions can be viewed in note 1 (Annual Appropriation) to the Annual Financial Statements.

3. Detail on payments for financial assets

Detail of these transactions per programme can be viewed in the note on Payments for financial assets to the Annual Financial Statements.

4. Explanations of material variances from Amounts Voted (after virement):

4.1 Per programme

Per programme:	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Programme 1: Administration	107 883	106 692	1 191	1,1

Under-expenditure on Machinery and equipment of R1.190 million is due to a delay in the modernisation of office accommodation and under-expenditure on goods and services of R1 000 is due to cost containment measures.

Programme 3: Housing Development	2 272 138	2 184 379	87 759	3,9
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Under-expenditure on Compensation of Employees of R3.986 million is due to retirements and the non-filling of funded vacant senior management posts. The non-spending of the Provincial Emergency Housing Grant of R83.773 million is due to the fact that it was only appropriated on 12 March 2019, resulting in a delay in finalising the tender processes.

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
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**NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2019**

4.2 Per economic classification

Per economic classification	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Current expenditure				
Compensation of employees	229 150	225 164	3 986	1,7
Goods and services	88 585	88 584	1	-
Transfers and subsidies				
Households	2 062 241	1 978 468	83 773	4,1
Payments for capital assets				
Machinery and equipment	7 145	5 955	1 190	16,7

Under-expenditure on Compensation of Employees is due to retirements and the non-filling of vacant funded senior management posts. The under-spending on Goods and services is due to cost containment measures and the under-spending on Transfers and subsidies is due to the total non-spending of the Provincial Emergency Housing Grant, due to the fact that it was only appropriated on 12 March 2019, resulting in a delay in finalising the tender processes. The under-expenditure on Machinery and equipment is due to a delay in the modernisation of office accommodation.

4.3 Per conditional grant

Per conditional grant	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Provincial Emergency Housing Grant	83 773	-	83 773	100

All the Conditional Grants were spent in full, except the Provincial Emergency Housing Grant which could not be spent due to the funds only being appropriated in March 2019.

**WESTERN CAPE PROVINCE
DEPARTMENT OF HUMAN SETTLEMENTS
VOTE 8**

**STATEMENT OF FINANCIAL PERFORMANCE
for the year ended 31 March 2019**

	Note	2018/19 R'000	2017/18 R'000
REVENUE			
Annual appropriation	1	2 441 281	2 693 318
Departmental revenue	2	195 556	32 011
Aid assistance	3	5 541	7 182
TOTAL REVENUE		2 642 378	2 732 511
EXPENDITURE			
Current expenditure			
Compensation of employees	4	225 164	209 221
Goods and services	5	88 584	65 116
Aid assistance	3	2 329	7
Total current expenditure		316 077	274 344
Transfers and subsidies			
Transfers and subsidies	7	2 027 753	2 393 125
Aid assistance	3	4 570	459
Total transfers and subsidies		2 032 323	2 393 584
Expenditure for capital assets			
Tangible assets	8	6 288	5 348
Intangible assets	8	28	59
Total expenditure for capital assets		6 316	5 407
Payments for financial assets	6	4 847	9 937
TOTAL EXPENDITURE		2 359 563	2 683 272
SURPLUS FOR THE YEAR		282 815	49 239
Reconciliation of Net Surplus for the year			
Voted Funds		88 950	10 512
Annual appropriation		5 177	10 512
Conditional grants		83 773	-
Departmental revenue and PRF Receipts	13	195 556	32 011
Aid assistance	3	(1 691)	6 716
SURPLUS FOR THE YEAR		282 815	49 239

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**STATEMENT OF FINANCIAL POSITION
as at 31 March 2019**

	Note	2018/19 R'000	2017/18 R'000
ASSETS			
Current Assets		218 038	148 026
Cash and cash equivalents	9	185 994	94 928
Prepayments and advances	10	109	58
Receivables	11	31 935	53 040
Non-Current Assets			
Receivables	11	2 202	2 045
TOTAL ASSETS		220 240	150 071
LIABILITIES			
Current Liabilities		149 309	90 886
Voted funds to be surrendered to the Revenue Fund	12	88 950	10 512
Departmental revenue and PRF Receipts to be surrendered to the Revenue Fund	13	291	783
Payables	14	59 920	77 598
Aid assistance unutilised	3	148	1 993
Non-Current Liabilities			
Payables	15	36 274	24 593
TOTAL LIABILITIES		185 583	115 479
NET ASSETS		34 657	34 592
Represented by:			
Recoverable revenue		34 657	34 592
TOTAL		34 657	34 592

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**STATEMENT OF CHANGES IN NET ASSETS
as at 31 March 2019**

	Note	2018/19 R'000	2017/18 R'000
NET ASSETS			
Recoverable revenue			
Opening balance		34 592	43 014
Transfers:			
Irrecoverable amounts written off	6.2	-	(8 130)
Debts revised		(10 974)	(17)
Debts recovered (included in departmental receipts)		(92)	(519)
Debts raised		11 131	244
Closing balance		34 657	34 592

Included in the net asset amount are loans, sales and rental debtors. The net amount of this, after provision for impairment, amounts to R8.390 million.

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**CASH FLOW STATEMENT
for the year ended 31 March 2019**

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**CASH FLOW STATEMENT
for the year ended 31 March 2019**

	Note	2018/19 R'000	2017/18 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		2 702 371	2 792 501
Annual appropriated funds received	1.1	2 441 281	2 693 318
Departmental revenue received	2	254 163	57 577
Interest received	2.2	1 386	34 424
Aid assistance received	3	5 541	7 182
Net (increase)/ decrease in working capital		3 219	(20 171)
Surrendered to Revenue Fund		(266 560)	(98 747)
Surrendered to RDP Fund/Donor		(154)	(4 723)
Current payments		(316 077)	(274 344)
Payments for financial assets		(4 847)	(9 937)
Transfers and subsidies paid		(2 032 323)	(2 393 584)
Net cash flow available from operating activities	16	85 629	(9 005)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	8	(6 316)	(5 407)
Proceeds from sale of capital assets	2.3	7	10
Net cash flows from investing activities		(6 309)	(5 397)
CASH FLOWS FROM FINANCING ACTIVITIES			
Increase/ (decrease) in net assets		65	(8 422)
Increase in non-current payables		11 681	9 048
Net cash flows from financing activities		11 746	626
Net increase/ (decrease) in cash and cash equivalents		91 066	(13 776)
Cash and cash equivalents at beginning of period		94 928	108 704
Cash and cash equivalents at end of period	17	185 994	94 928

Net increase in working capital ((R20.488 million) 2017/18) amount has been restated to (R20.171 million). Net cash flow available from operating activities ((R9.322 million) 2017/18) amount has been restated to (R9.005 million). Increase in non-current payables (R9.365 million 2017/18) amount has been restated to R9.048 million. Net cash flows from financing activities (R943 000 2017/18) has been restated to R626 000. This was due to the reclassification Urban Settlement Development Grant (USDG) transactions, from non-current to current payables.

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**ACCOUNTING POLICIES
for the year ended 31 March 2019**

Summary of significant accounting policies

The financial statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. Management has concluded that the financial statements present fairly the department's primary and secondary information.

The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the annual financial statements. These are based on the best information available at the time of preparation.

Where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the financial statements and to comply with the statutory requirements of the Public Finance Management Act (PFMA), Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA and the annual Division of Revenue Act.

1 Basis of preparation

The financial statements have been prepared in accordance with the Modified Cash Standard.

2 Going concern

The financial statements have been prepared on a going concern basis.

3 Presentation currency

Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.

4 Rounding

Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).

5 Foreign currency translation

Cash flows arising from foreign currency transactions are translated into South African Rand using the spot exchange rates prevailing at the date of payment / receipt.

6 Comparative information

6.1 Prior period comparative information

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**ACCOUNTING POLICIES
for the year ended 31 March 2019**

Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.

6.2 Current year comparison with budget

A comparison between the approved, final budget and actual amounts for each programme and economic classification is included in the appropriation statement.

7 Revenue

7.1 Appropriated funds

Appropriated funds comprise of departmental allocations as well as direct charges against the revenue fund (i.e. statutory appropriation).

Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective. Adjustments made in terms of the adjustments budget process are recognised in the statement of financial performance on the date the adjustments become effective.

The net amount of any appropriated funds due to / from the relevant revenue fund at the reporting date is recognised as a payable / receivable in the statement of financial position.

7.2 Departmental revenue

Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund, unless stated otherwise.

Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.

7.3 Accrued departmental revenue

Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when:

it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and
the amount of revenue can be measured reliably.

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**ACCOUNTING POLICIES
for the year ended 31 March 2019**

The accrued revenue is measured at the fair value of the consideration receivable.

Accrued tax revenue (and related interest and / penalties) is measured at amounts receivable from collecting agents.

Write-offs are made according to the department's debt write-off policy

8 Expenditure

8.1 Compensation of employees

8.1.1 Salaries and wages

Salaries and wages are recognised in the statement of financial performance on the date of payment.

8.1.2 Social contributions

Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment.

Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.

8.2 Other expenditure

Other expenditure (such as goods and services, transfers and subsidies and payments for capital assets) is recognised in the statement of financial performance on the date of payment. The expense is classified as a capital expense if the total consideration paid is more than the capitalisation threshold.

8.3 Accruals and payables not recognised

Accruals and payables not recognised are recorded in the notes to the financial statements at cost at the reporting date.

8.4 Leases

8.4.1 Operating leases

Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment.

The operating lease commitments are recorded in the notes to the financial statements.

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**ACCOUNTING POLICIES
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8.4.2 Finance leases

Finance lease payments made during the reporting period are recognised as capital expenditure in the statement of financial performance on the date of payment.

The finance lease commitments are recorded in the notes to the financial statements and are not apportioned between the capital and interest portions.

Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of: cost, being the fair value of the asset; or

the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest.

Finance lease liabilities are not recognised in the statement of financial position and as such finance lease payments do not reduce liabilities in the statement of financial position. Payments to the lessors are recognised as payments for capital assets in the statement of financial performance and as a result are reflected as cash for investing activities in the cash flow statement.

9 Aid Assistance

9.1 Aid assistance received

Aid assistance received in cash is recognised in the statement of financial performance when received. In-kind aid assistance is recorded in the notes to the financial statements on the date of receipt and is measured at fair value.

Aid assistance not spent for the intended purpose and any unutilised funds from aid assistance that are required to be refunded to the donor are recognised as a payable in the statement of financial position.

9.2 Aid assistance paid

Aid assistance paid is recognised in the statement of financial performance on the date of payment. Aid assistance payments made prior to the receipt of funds are recognised as a receivable in the statement of financial position.

10 Cash and cash equivalents

Cash and cash equivalents are stated at cost in the statement of financial position.

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**ACCOUNTING POLICIES
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Bank overdrafts are shown separately on the face of the statement of financial position as a current liability.

For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.

11 Prepayments and advances

Prepayments and advances are recognised in the statement of financial position when the department receives or disburses the cash.

Prepayments and advances are initially and subsequently measured at cost.

12 Loans and receivables

Loans and receivables are recognised in the statement of financial position at cost plus accrued interest, where interest is charged, less amounts already settled or written-off. Write-offs are made according to the department's write-off policy.

13 Investments

Investments are recognised in the statement of financial position at cost.

14 Financial assets

14.1 Financial assets (not covered elsewhere)

A financial asset is recognised initially at its cost plus transaction costs that are directly attributable to the acquisition or issue of the financial asset.

At the reporting date, a department shall measure its financial assets at cost, less amounts already settled or written-off, except for recognised loans and receivables, which are measured at cost plus accrued interest, where interest is charged, less amounts already settled or written-off.

14.2 Impairment of financial assets

Where there is an indication of impairment of a financial asset, an estimation of the reduction in the recorded carrying value, to reflect the best estimate of the amount of the future economic benefits expected to be received from that asset, is recorded in the notes to the financial statements.

15 Payables

Payables recognised in the statement of financial position are recognised at cost.

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**ACCOUNTING POLICIES
for the year ended 31 March 2019**

16 Capital Assets

16.1 Immovable capital assets

Immovable assets reflected in the asset register of the department are recorded in the notes to the financial statements at cost or fair value where the cost cannot be determined reliably. Immovable assets acquired in a non-exchange transaction are recorded at fair value at the date of acquisition. Immovable assets are subsequently carried in the asset register at cost and are not currently subject to depreciation or impairment.

Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.

Additional information on immovable assets not reflected in the assets register is provided in the notes to financial statements.

16.2 Movable capital assets

Movable capital assets are initially recorded in the notes to the financial statements at cost. Movable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition.

Where the cost of movable capital assets cannot be determined reliably, the movable capital assets are measured at fair value and where fair value cannot be determined; the movable assets are measured at R1.

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.

Movable capital assets are subsequently carried at cost and are not subject to depreciation or impairment.

Subsequent expenditure that is of a capital nature forms part of the cost of the existing asset when ready for use.

16.3 Intangible assets

Intangible assets are initially recorded in the notes to the financial statements at cost. Intangible assets acquired through a non-exchange transaction are measured at fair value as at the date of acquisition.

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Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project. Where the cost of intangible assets cannot be determined reliably, the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1.

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.

Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment.

Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.

16.4 Project Costs: Work-in-progress

Expenditure of a capital nature is initially recognised in the statement of financial performance at cost when paid.

Amounts paid towards capital projects are separated from the amounts recognised and accumulated in work-in-progress until the underlying asset is ready for use. Once ready for use, the total accumulated payments are recorded in an asset register. Subsequent payments to complete the project are added to the capital asset in the asset register.

Where the department is not the custodian of the completed project asset, the asset is transferred to the custodian subsequent to completion.

17 Provisions and Contingents

17.1 Provisions

Provisions are recorded in the notes to the financial statements when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the obligation can be made. The provision is measured as the best estimate of the funds required to settle the present obligation at the reporting date.

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17.2 Contingent liabilities

Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.

17.3 Contingent assets

Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.

17.4 Commitments

Commitments are recorded at cost in the notes to the financial statements when there is a contractual arrangement or an approval by management in a manner that raises a valid expectation that the department will discharge its responsibilities thereby incurring future expenditure that will result in the outflow of cash.

18 Unauthorised expenditure

Unauthorised expenditure is recognised in the statement of financial position until the expenditure is either:

approved by Parliament or the Provincial Legislature with funding and the related funds are received; or

approved by Parliament or the Provincial Legislature without funding and is written off against the appropriation in the statement of financial performance; or

transferred to receivables for recovery.

Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.

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19 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and or wasteful expenditure incurred.

Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables for recovery.

Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.

20 Irregular expenditure

Irregular expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note.

Irregular expenditure is removed from the note when it is either condoned by the relevant authority, transferred to receivables for recovery or not condoned and is not recoverable.

Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.

21 Changes in accounting policies, accounting estimates and errors

Changes in accounting policies that are effected by management have been applied retrospectively in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such instances the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with MCS requirements.

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**ACCOUNTING POLICIES
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Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

22 Events after the reporting date

Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.

23 Principal-Agent arrangements

The department is party to a principal-agent arrangement with the SA Post Office for the collection of housing debt from beneficiaries. In terms of the arrangement the department is the principal and is responsible for reimbursing the SA Post Office for collecting such revenue on behalf of the Department. All related revenues, expenditures, assets and liabilities have been recognised or recorded in terms of the relevant policies. Additional disclosures have been provided in the notes to the financial statements where appropriate.

There is also a principle-agent arrangement between the Department and municipalities whereby the municipalities act as agent for the Department in the development of human settlements. No fees are payable to the municipalities in this regard.

The Department is acting as agent for the City of Cape Town for the construction of bulk infrastructure funded from the Urban Settlement Development Grant (USDG).

24 Departures from the MCS requirements

Management has concluded that the financial statements present fairly the department's primary and secondary information; that the department complied with the Standard.

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**ACCOUNTING POLICIES
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25 Capitalisation reserve

The capitalisation reserve comprises of financial assets and/or liabilities originating in a prior reporting period, but which are recognised in the statement of financial position for the first time in the current reporting period. Amounts are recognised in the capitalisation reserves when identified in the current period and are transferred to the National/Provincial Revenue Fund when the underlying asset is disposed, and the related funds are received.

26 Recoverable revenue

Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.

27 Related party transactions

A related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party. Related party transactions within the Minister/MEC's portfolio are recorded in the notes to the financial statements when the transaction is not at arm's length.

Key management personnel are those persons having the authority and responsibility for planning, directing and controlling the activities of the department. The number of individuals and their full compensation is recorded in the notes to the financial statements.

28 Inventories (*Effective from date determined in a Treasury Instruction*)

At the date of acquisition, inventories are recognised at cost in the statement of financial performance.

Where inventories are acquired as part of a non-exchange transaction, the inventories are measured at fair value as at the date of acquisition.

Inventories are subsequently measured at the lower of cost and net realisable value or where intended for distribution (or consumed in the production of goods for distribution) at no or a nominal charge, the lower of cost and current replacement value.

The cost of inventories is assigned by using the weighted average cost basis.

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**ACCOUNTING POLICIES
for the year ended 31 March 2019**

29 Public-Private Partnerships

Public Private Partnerships are accounted for based on the nature and or the substance of the partnership. The transaction is accounted for in accordance with the relevant accounting policies.

A summary of the significant terms of the PPP agreement, the parties to the agreement, and the date of commencement thereof together with the description and nature of the concession fees received, the unitary fees paid, rights and obligations of the department are recorded in the notes to the financial statements.

30 Employee benefits

The value of each major class of employee benefit obligation (accruals, payables not recognised and provisions) is disclosed in the Employee benefits note.

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**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2019**

1. Appropriation

1.1 Annual Appropriation

	2018/19			2017/18	
Programmes	Final Appropriation R'000	Actual Funds Received R'000	Funds not requested/ not received R'000	Final Appropriation R'000	Appropriation Received R'000
Administration	107 883	107 883	-	101 677	101 677
Housing Needs, Research and Planning	25 282	25 282	-	24 840	24 840
Housing Development	2 272 138	2 272 138	-	2 527 798	2 527 798
Housing Asset Management	35 978	35 978	-	39 003	39 003
Total	2 441 281	2 441 281	-	2 693 318	2 693 318

All appropriated funds were requested and received. Included in the total actual funds received are the following: **National Conditional Grants:** Human Settlements Development Grant (R2.018 903 billion); Title Deeds Restoration Grant (R50.361 million); Provincial Emergency Housing Grant (R83.773 million) and the Expanded Public Works Programme Integrated Grant for Provinces (R3.014 million). **Provincial Grants:** Provincial contribution towards the acceleration of housing delivery (R32.011 million); Provincial Contribution towards drought relief as part of the Integrated Provincial Water Response Plan (R6.123 million) and Equitable share (R247.096 million). The total under-expenditure on appropriated funds received amounted to R88.950 million, consisting of the following: Compensation of Employees (R3.986 million); Goods and services (R1 000); Transfer and Subsidies (R83.773 million) and Machinery and Equipment (R1.190 million). The Department applied for the roll-over of the R83.773 million which could not be spent in respect of the Provincial Emergency Housing Grant, as well as R650 000 of the unspent funds on Machinery and Equipment to be utilised in 2019/20.

	Note	2018/19 R'000	2017/18 R'000
1.2 Conditional grants			
Total grants received	31	2 156 051	2 330 132

The Conditional Grants received consist of the Human Settlements Development Grant (R2.018 903 billion); Title Deeds Restoration Grant (R50.361 million); Provincial Emergency Housing Grant (R83.773 million) and the Expanded Public Works Programme Integrated Grant for Provinces (R3.014 million).

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**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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	Note	2018/19 R'000	2017/18 R'000
2. Departmental Revenue			
Sales of goods and services other than capital assets	2.1	203	101
Interest, dividends and rent on land	2.2	1 386	34 424
Sales of capital assets	2.3	7	10
Transactions in financial assets and liabilities	2.4	253 960	57 476
Total revenue collected		255 556	92 011
Less: Own revenue included in appropriation	13	60 000	60 000
Departmental revenue collected		195 556	32 011

The over-collection is mainly due to refunds from the City of Cape Town for closed Community Residential Unit projects (R116.427 million); Sale of land to the Airports Company South Africa (ACSA) (R81.023 million); Refund of unspent balances on land purchases from the Housing Development Agency (HDA) (R31.891 million), as well as R10.067 million from the Overstrand Municipality in respect of unspent Provincial contribution towards the acceleration of housing delivery grant funds, allocated to the municipality in the 2017/18 financial year.

2.1 Sales of goods and services other than capital assets

2

Sales of goods and services produced by the department	197	99
Other sales	197	99
Sales of scrap, waste and other used current goods	6	2
Total	203	101

"Other sales" include Commission on insurance and garnishee orders administered via PERSAL (R65 000) and Sale of tender documents (R132 000).

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	Note	2018/19 R'000	2017/18 R'000
2.2 Interest, dividends and rent on land	2		
Interest		1 386	34 424
Total		1 386	34 424

Included in the amount for interest is R1.310 million received in respect of various PHP projects and R76 000 in respect of Departmental debt. The reduced income received in 2018/19 in comparison to the prior year is due to the fact that R34.146 million in interest was received in respect of closed PHP projects in the prior year.

2.3 Sales of capital assets

Tangible assets		7	10
Machinery and equipment	27.2	7	10
Total		7	10

The amount received was for scrap machinery and equipment.

2.4 Transactions in financial assets and liabilities

Loans and advances		91 142	17 106
Other Receipts including Recoverable Revenue		162 818	40 370
Total		253 960	57 476

Included in the receipts for Loans and advances is an amount of R81.023 million in respect of the sale of land to the Airports Company South Africa (ACSA) and included in Other Receipts including recoverable revenue are refunds from City of Cape Town for closed community residential unit projects in various townships (R116.427 million), as well as the refund of unspent funds in respect of land purchases from the HDA (R31.891 million) and unspent Provincial contribution towards the acceleration of housing delivery funds from the Overstrand Municipality (R10.067 million).

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**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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	Note	2018/19 R'000	2017/18 R'000
3. Aid Assistance			
Opening Balance		1 993	-
Transferred from statement of financial performance		(1 691)	6 716
Paid during the year		(154)	(4 723)
Closing Balance		148	1 993

R2 million was received from the Department of Public Service and Administration (DPSA) in 2017/18 for the Global Positioning System (GPS) (Enhancement of the Western Cape Housing Demand Database), of which the closing balance was R1.993 million as at 31 March 2018. Funds received for aid assistance in 2018/19 was R5.541 million (R818 000: DPSA and R4.723 million: Danish Government via the RDP Fund as a donation for the provision of solar water heaters in Joe Slovo, N2 Gateway). The expenditure for aid assistance in 2018/19 was R7.232 million (R2.662 million: DPSA and R4.570 million: Joe Slovo N2 Gateway). The closing balance of R148 000 (DPSA) will be spent in 2019/20. The balance of R154 000 (Danish Government) was paid back in 2018/19.

3.1 Analysis of balance by source	3		
Aid assistance from other sources (DPSA)		148	1 993
Closing Balance		148	1 993
3.2 Analysis of balance	3		
Aid assistance unutilised		148	1,993
Closing balance		148	1 993

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**NOTES TO THE ANNUAL FINANCIAL STATEMENTS
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	Note	2018/19 R'000	2017/18 R'000
3.3 Aid assistance expenditure per economic classification			
Current		2 329	7
Capital	8.1	333	-
Transfers and subsidies		4 570	459
Total aid assistance expenditure		7 232	466

The total expenditure for the Global Positioning System was R2.662 million (current expenditure R2.329 million and capital assets R333 000) and the amount of R4.570 million spent on Transfers and subsidies was for solar water heaters for houses in Joe Slovo, N2 Gateway, financed from aid assistance from the Danish Government via the RDP fund.

4. Compensation of employees

4.1 Salaries and wages	4		
Basic salary		156 368	145 942
Performance award		3 318	1 986
Service Based		10 170	9 599
Compensative/circumstantial		5 304	4 133
Periodic payments		3 120	2 850
Other non-pensionable allowances		20 555	20 123
Total		198 835	184 633

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	Note	2018/19 R'000	2017/18 R'000
4.2 Social contributions			
Employer contributions	4		
Pension		17 650	16 503
Medical		8 638	8 047
Bargaining council		41	38
Total		26 329	24 588
Total compensation of employees		225 164	209 221
Average number of employees		473	477

Compensation of employees (CoE) increased by 7.6% which is due to general salary increase. The average remuneration per employee increased by 8.5% to R476 034 (2017/18: 3.3% to R438 618).

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5. Goods and services	Note	2018/19 R'000	2017/18 R'000
Administrative fees		155	378
Advertising		409	1 022
Minor assets	5.1	215	460
Bursaries (employees)		601	649
Catering		245	277
Communication		1 109	1 142
Computer services	5.2	2 040	2 234
Consultants: Business and advisory services		397	559
Infrastructure and planning services		18 181	12 848
Legal services		1 063	1 317
Contractors		665	2 819
Agency and support / outsourced services		-	202
Entertainment		8	6
Audit cost - external	5.3	6 438	6 910
Fleet services		3 182	2 617
Consumables	5.4	1 280	1 439
Operating leases		1 755	1 313
Property payments	5.5	41 048	20 336
Rental and hiring		14	192
Travel and subsistence	5.6	5 807	5 071
Venues and facilities		1 177	382
Training and development		1 669	1 690
Other operating expenditure	5.7	1 126	1 253
Total		88 584	65 116

The decrease in advertising costs is due to savings caused by cutting down on promotional items, general marketing and advertising of tenders. The increase in infrastructure and planning services is due to a once-off payment of R5 million to the Community Organisation Resource Centre (CORC) for assisting the Department in the implementation of the informal settlement support plan and enumeration study and community based planning. The decrease in Contractor payments is due to savings on repairs to machinery and equipment, as well as savings on Artist and Performers as a result of cost containment measures. The non-spending on Agency and support/outsourced services is due to the fact that the security services were paid from Property payments. Savings on Rental and hiring is due to cost containment measures. The increase in Travel and subsistence is due to the effects of inflation in respect of officials' transport, accommodation and meals, as well as more regular visits to housing projects administered by the Department. The amount of R18.181 million for Infrastructure and planning services consist of the following: Engineering civil services (R664 000); Geotechnical engineering services (R5.151 million); Geographical information services (R150 000); Land and quantity surveying services (R528 000); Town planning services (R541 000) and Project management services (R11.147 million).

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	Note	2018/19 R'000	2017/18 R'000
5.1 Minor assets	5		
Tangible assets			
Machinery and equipment		215	460
Total		215	460
The amount of R215 000 was spent on computer equipment, office furniture and office equipment.			
5.2 Computer services	5		
SITA computer services		1 710	1 722
External computer service providers		330	512
Total		2 040	2 234
5.3 Audit cost- external	5		
Regularity audits		6 438	6 910
Total		6 438	6 910
5.4 Consumables	5		
Consumable supplies		602	575
Uniform and clothing		19	218
Household supplies		62	74
Communication accessories		-	2
IT consumables		347	81
Other consumables		174	200
Stationery, printing and office supplies		678	864
Total		1 280	1 439

Included in Other consumables are gifts and awards (R38 000), materials and supplies (R86 000), bags and accessories (R32 000), security access consumables (R3 000), fuel supplies (R4 000), tent, flags and accessories (R4 000) and medical kits (R7 000).

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	Note	2018/19 R'000	2017/18 R'000
5.5 Property payments	5		
Municipal services		10 322	9 498
Property management fees		90	52
Property maintenance and repairs		4 657	8 736
Other		25 979	2 050
Total		41 048	20 336

Included in "Other" are deeds searches (R614 000) and safeguard and security (R25.365 million). The increase in property payments is due to the fact that the Department appointed a service provider to secure and safeguard completed houses and vacant properties in the event of unlawful invasions of these properties. This service augment the services provided by the Anti Land Invasion Unit within the City of Cape Town and other municipalities

5.6 Travel and subsistence	5		
Local		5 655	4 977
Foreign		152	94
Total		5 807	5 071

5.7 Other operating expenditure	5		
Resettlement costs		120	98
Other		1 006	1 155
Total		1 126	1 253

Included in "Other" are R910 000 for printing and publication services, R67 000 for non-life insurance premiums in respect of subsidised vehicles and R29 000 for courier and delivery services.

6. Payments for financial assets

Other material losses written off	6.1	71	268
Debts written off	6.2	4 776	9 669
Total		4 847	9 937

Included in the total amount for Debts written off is R4.746 million in respect of private enterprises.

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	Note	2018/19 R'000	2017/18 R'000
6.1 Other material losses written off	6		
Nature of losses		-	-
Loss of office equipment (Laptops, camera)		44	89
Government Vehicle and vehicle accessories damage		27	179
Total		71	268
6.2 Debts written off	6		
Nature of debts written off			
Recoverable revenue written off			
Private enterprise (Uneconomical to recover)		-	8 130
Total		-	8 130
Other debt written off			
Nature of debts written off			
Ex-employees: Salary and housing subsidy overpayments (Uneconomical to recover)		30	4
Overpayment of suppliers		-	10
Erroneous payment: South African Police Service (SAPS)		-	1
Erroneous payment: City of Cape Town		-	1
Private enterprises: Account Administrators: People's Housing Projects		4 746	1 523
Total		4 776	1 539
Total debt written off		4 776	9 669

"Other debt written off" (R4.746 million) are in respect of Account Administrators: People Housing Projects who received funds but did not complete the specific projects. These cases were referred to the Special Investigating Unit (SIU) and the State Legal Advisor, but all attempts to recover the funds were unsuccessful and written off in line with the Departmental delegations.

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	Note	2018/19 R'000	2017/18 R'000
7. Transfers and Subsidies			
Provinces and municipalities	32	44 079	106 846
Departmental agencies and accounts	Annex 1B	406	6
Higher education institutions	Annex 1C	300	950
Non-profit institutions	Annex 1D	4 500	2 270
Households	Annex 1E	1 978 468	2 283 053
Total		2 027 753	2 393 125

Included in the amount of R44.079 million transferred to Provinces and municipalities is R32.011 million relating to the Provincial contribution towards the acceleration of housing delivery grant, as well as R5 million in respect of Accreditation assistance and R1.5 million for Settlement assistance relating to the Human Settlement Development Grant, as well as R5.568 million for Rates and taxes. Accumulatively, of all transfers and subsidies, R582.171 million was unspent at municipalities as at 31/03/2019 (2017/18: R791.251 million, restated to R858.450 million).

8. Expenditure for capital assets

Tangible assets

Machinery and equipment	27	6 288	5 348
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Intangible assets

Software	28	28	59
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Total		6 316	5 407
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8.1 Analysis of funds utilised to acquire capital assets 2018/19

	Voted Funds R'000	Aid assistance R'000	TOTAL R'000
Tangible assets			
Machinery and equipment	5 955	333	6 288
Intangible assets			
Software	28	-	28
Total	5 983	333	6 316

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8.2 Analysis of funds utilised to acquire capital assets 2017/18

	Voted Funds R'000	Aid assistance R'000	TOTAL R'000
Tangible assets			
Machinery and equipment	5 348	-	5 348
Intangible assets			
Software	59	-	59
Total	5 407	-	5 407
		2018/19 R'000	2017/18 R'000

8.3 Finance lease expenditure included in Expenditure for capital assets

Tangible assets		
Machinery and equipment	4 399	3 949
Total	4 399	3 949

The finance leases expenditure consists of daily tariffs paid in respect of GG-vehicles allocated to the Department by Government Motor Transport (GMT) (R4.334 million) and finance leases for other machinery and equipment, ie. 3G cards and cellular phones (R65 000).

9. Cash and cash equivalents

Consolidated Paymaster General Account	185 994	94 928
Total	185 994	94 928

Included in the consolidated Paymaster General account is R96.070 million received from the City of Cape Town for bulk infrastructure funded from the Urban Settlement Development Grant (USDG). Also included is an amount of R15.027 million which was unspent prior to the implementation of the Human Settlements Development Grant in 2001 that was transferred via the National Housing Fund to the Western Cape Housing Development Fund (WCHDF). The monies are meant to augment provincial funds for liabilities that might exist in the WCHDF.

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	Note	2018/19 R'000	2017/18 R'000
10. Prepayments and advances			
Travel and subsistence		109	58
Total		109	58

The increase in Travel and subsistence is due to an advance of R44 000 that was issued in March 2019 in respect of a foreign trip.

		2018/19			2017/18		
	Note	Current R'000	Non-current R'000	Total R'000	Current R'000	Non-current R'000	Total R'000
Claims recoverable	11.1	31 264	2 173	33 437	52 572	2 039	54 611
Recoverable expenditure	11.2	652	-	652	452	-	452
Staff debt	11.3	19	29	48	16	6	22
Total		31 935	2 202	34 137	53 040	2 045	55 085

Claims recoverable: current (R20.766 million 2017/18) amount has been restated to R52.572 million, non-current (R33.845 million 2017/18) amount has been restated to R2.039 million and recoverable expenditure: current (R373 000 2017/18) amount has been restated to R452 000, non-current (R79 000 2017/18) amount has been restated to R0. This was due to the directive issued by National Treasury in respect of receivables principles to be used to determine current and non-current assets. The decrease in receivables is due to an amount of R20.466 million paid by the Department of Health (2018/19) for an amount owing to the Department as at 31 March 2018.

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	Note	2018/19 R'000	2017/18 R'000
11.1 Claims recoverable	11		
Provincial departments		3 627	20 468
Public entities		24 287	24 017
Private enterprises		5 415	10 034
Households and non-profit institutions		108	87
Local governments		-	5
Total		33 437	54 611

Included in claims recoverable (Provincial departments) is R3.623 million owed by the Department of Education in respect of monitoring and prevention of illegal structures. Included in the amount of R24.287 million for Public entities is R23.903 million owed by Thubelisha Homes and R384 000 owed by the Airports Company South Africa. The amount in respect of Private enterprises mainly relates to the fraudulent use of PHP subsidies which were held in trust by Account Administrators and private developers of housing projects. The amount for Households and non-profit institutions relates to out of service staff debt.

11.2 Recoverable expenditure (disallowance accounts)	11		
Disallowance damages and losses		550	352
Local government		100	100
Private enterprise		1	-
Department of Justice and Constitutional Development		1	-
Total		652	452

The disallowance damages and losses includes R9 000 in respect of GG-vehicle damages, as well as losses of computer and other equipment totaling R541 000, which are under investigation to determine responsibility. The R100 000 recoverable from the City of Cape Town is in respect of interest paid on outstanding rates and taxes and municipal services accounts.

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	Note	2018/19 R'000	2017/18 R'000
11.3 Staff debt	11		
Breach of contract: Study bursaries		20	8
Salary related debt (salaries overpaid)		28	14
Total		48	22

The above-mentioned debts are in-service staff debt as recognised in the staff debt account.

11.4 Impairment of receivables	11		
Estimate of impairment of receivables		30 032	34 196
Total		30 032	34 196

The impairment of receivables was assessed at balance sheet date. The test for impairment was done per individual debtor, as well as different classes of debtors. Further consideration was given to all outstanding accounts on which there were little or no movement for more than 1 year. Debtors who have never paid have also been provided for. The amount is mainly in respect of public entities (R23.903 million), private enterprises which mainly relates to the fraudulent use of PHP subsidies which were held in trust by Account Administrators and private developers of housing projects (R5.415 million), recoverable expenditure (R652 000) as per the disallowance: damages and losses account and in/out of service staff debt (R62 000).

12. Voted Funds to be surrendered to the Revenue Fund

Opening balance	10 512	1
Transfer from statement of financial performance	88 950	10 512
Paid during the year	(10 512)	(1)
Closing balance	88 950	10 512

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	Note	2018/19 R'000	2017/18 R'000
13. Departmental revenue and PRF Receipts to be surrendered to the Revenue Fund			
Opening balance		783	7 518
Transfer from Statement of Financial Performance		195 556	32 011
Own revenue included in appropriation		60 000	60 000
Paid during the year		(256 048)	(98 746)
Closing balance		291	783
14. Payables- current			
Advances received	14.1	59 796	77 584
Clearing accounts	14.2	57	14
Other payables	14.3	67	-
Total		59 920	77 598

Advances received are in respect of Urban Settlement Development Grant (USDG) funds received from the CoCT for the provision of bulk infrastructure by the Department. Payables current: Advances received (R77.267 million 2017/18) amount has been restated to R77.584 million. This was due to the reclassification of Urban Settlement Development Grant (USDG) transactions from non-current payables to current payables.

14.1 Advances received	14		
Local Government: CoCT	Annex 6	59 796	77 584
Total		59 796	77 584

The amount of R59.796 million was received from the CoCT for bulk infrastructure being constructed on their behalf.

14.2 Clearing accounts	14		
Salary clearing accounts		57	14
Total		57	14

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	Note	2018/19 R'000	2017/18 R'000
14.3 Other payables	14		
Department of Justice and Constitutional Development		67	-
Total		67	-

15. Payables- non-current

		2018/19			2017/18	
	Note	One to two years R'000	Two to three years R'000	More than three years R'000	Total R'000	Total R'000
Advances received	15.1	29 253	3 672	3 349	36 274	24 593
Total		29 253	3 672	3 349	36 274	24 593

Payables non-current: Advances received (R24.910 million 2017/18) amount has been restated to R24.593 million. This was due to the reallocation of Urban Settlement Development Grant (USDG) transactions.

15.1 Advances received	15		
Local Government: CoCT	Annex 6	36 274	24 593
Total		36 274	24 593

The amount of R36.274 million was received from the CoCT for bulk infrastructure being constructed on their behalf.

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	Note	2018/19 R'000	2017/18 R'000
16. Net cash flow available from operating activities			
Net surplus as per Statement of Financial Performance		282 815	49 239
Add back non cash/cash movements not deemed operating activities		(197 186)	(58 244)
(Increase)/decrease in receivables	11	20 948	(10 619)
Increase in prepayments and advances	10	(51)	(34)
Decrease in payables – current	14	(17 678)	(9 518)
Proceeds from sale of capital assets	2	(7)	(10)
Expenditure on capital assets	8	6 316	5 407
Surrenders to Revenue Fund	12 & 13	(266 560)	(98 747)
Surrenders to RDP Fund/Donor	3	(154)	(4 723)
Own revenue included in appropriation	2	60 000	60 000
Net cash flow generated by operating activities		85 629	(9 005)

Add back non-cash/cash movements not deemed operating activities ((R58.561 million) 2017/18) has been restated to (R58.244 million). Decrease in payables-current ((R9.835 million) 2017/18) has been restated to (R9.518 million). Net cash flow generated by operating activities ((R9.322 million) 2017/18) has been restated to (R9.005 million). This was due to the reclassification of receivables and payables from non-current to current.

17. Reconciliation of cash and cash equivalents for cash flow purposes

Consolidated Paymaster General account	9	185 994	94 928
Total		185 994	94 928

18. Contingent liabilities and contingent asset

18.1 Contingent liabilities

Liable to	Nature		
Claims against the department	Recovery of levies	Annex 2	
	Breach of contract	Annex 2	13
Other		87 158	87 158
Total		87 158	87 171

The amount of R87.158 million for "Other" is in respect of the matter Hawston Sea Farms Foundation v. the Premier and MEC of the Department, which is currently in its final stages of settlement negotiations.

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	2018/19 R'000	2017/18 R'000
18.2 Contingent assets		
Nature of contingent asset		
PILIR cases	200	16
FIU investigation: Recovery of money paid to Trafalgar high school	120	120
Erf 6225, Delft - G&S Yon	47	47
Alleged irregularities by estate agent & conveyancer iro. Housing Subsidy Programme	93	-
Total	460	183

The amount of R200 000 for PILIR cases is in respect of 1 case pending and 50 cases declined as at 31 March 2019. The Province is currently investigating several PILIR cases and therefore the Department is unable to reliably measure the value of the PILIR cases. The Department is also unable to reliably measure the contingent asset of the Government Employees Housing Scheme of the Individually Linked Savings Facility (ILSF), resulting from resignations and termination of service.

19. Commitments

Current expenditure

Approved and contracted	464 690	357 898
Approved but not yet contracted	9 313	21 823
	474 003	379 721

Capital Expenditure

Approved and contracted	5 148 968	5 079 789
Approved but not yet contracted	1 733 766	1 094 354
	6 882 734	6 174 143
Total Commitments	7 356 737	6 553 864

The majority of commitments for capital expenditure are in respect of infrastructure/housing projects, which are subject to the availability of funds. The projects span over multiple years. The allocations for approved projects are annually gazetted as transfers to households and in line with the approved business plans. Commitments current expenditure: Approved and contracted (R359.873 million 2017/18) has been restated to R357.898 million. This was due to a misconception of the leases disclosure.

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20. Accruals and payables not recognised

20.1 Accruals

			2018/19 R'000	2017/18 R'000
Listed by economic classification	30 days	30+ days	Total	Total
Goods and services	4 090	13	4 103	2 243
Transfers and subsidies	44 925	151	45 076	10 485
Total	49 015	164	49 179	12 728

	2018/19 R'000	2017/18 R'000
Listed by programme level		
Programme 1: Administration	569	747
Programme 2: Housing needs, research and planning	488	6
Programme 3: Housing development	45 703	10 530
Programme 4: Housing asset management	2 419	1 445
Total	49 179	12 728

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20.2 Payables not recognised

			2018/19 R'000	2017/18 R'000
Listed by economic classification	30 days	30+ days	Total	Total
Goods and services	885	5	890	607
Transfers and subsidies	46 404	10 696	57 100	1 074
Total	47 289	10 701	57 990	1 681

		2018/19 R'000	2017/18 R'000
Listed by programme level			
Programme 1: Administration		7	26
Programme 2: Housing needs, research and planning		20	38
Programme 3: Housing development		57 962	1 617
Programme 4: Housing asset management		1	-
Total	-	57 990	1 681

	2018/19 R'000	2017/18 R'000
21. Employee benefits		
Leave entitlement	4 806	4 874
Service bonus	5 051	4 610
Performance awards	1 146	1 046
Capped leave commitments	5 303	4 974
Other	2 061	1 668
Total	18 367	17 172

Included in the amount of R4.806 million for leave entitlement are leave credit balances amounting to R447 000. Included in "Other" is R552 000 in respect of accrued compensation of employees, provision of R191 000 for long service cash awards due in 2019/20. Also included in other is R1.318 million (2018/19) and R1.102 million (2017/18) in respect of provision made for an exit gratuity owing to the Provincial Minister of Human Settlements. Employee benefits other (R566 000 2017/18) amount has been restated to R1.668 million due to the provision made for exit gratuity. At this stage the department is unable to reliably measure the long term portion of the long service awards. Provision for performance bonuses was calculated at 0.5% of the budget for compensation of Employees in 2018/19, i.e. R229.150 million.

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22. Lease commitments

22.1 Operating leases

	Specialised military assets	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
2018/19					
Not later than 1 year	-	-	-	1 188	1 188
Later than 1 year and not later than 5 years	-	-	-	783	783
Total lease commitments	-	-	-	1 971	1 971

	Specialised military assets	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
2017/18					
Not later than 1 year	-	-	-	776	776
Later than 1 year and not later than 5 years	-	-	-	813	813
Total lease commitments	-	-	-	1 589	1 589

The operating leases relate to photocopy machines. No assets are sub-leased.

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22.2 Finance Leases

	Specialised military assets R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
2018/19					
Not later than 1 year	-	-	-	4 510	4 510
Later than 1 year and not later than 5 years	-	-	-	7 511	7 511
Total lease commitments	-	-	-	12 021	12 021

	Specialised military assets R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
2017/18					
Not later than 1 year	-	-	-	4 164	4 164
Later than 1 year and not later than 5 years	-	-	-	9 217	9 217
Total lease commitments	-	-	-	13 381	13 381

Included in the 2018/19 figures are finance lease commitments for GG vehicles amounting to R11.992 million. The Department leased 64 vehicles from GMT during 2018/19 (64 vehicles: 2017/18). No assets are sub-leased

	2018/19 R'000	2017/18 R'000
23. Accrued departmental revenue		
Transactions in financial assets and liabilities	22 142	21 168
Total	22 142	21 168

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	2018/19 R'000	2017/18 R'000
23.1 Analysis of accrued departmental revenue		
Opening balance	21 168	19 791
Less: Amounts received	3 957	3 306
Add: Amounts recognised	5 443	5 365
Less: Amounts written-off/reversed as irrecoverable	512	682
Closing balance	22 142	21 168

Included in the total amount of R22.142 million for accrued departmental revenue are fraudulent subsidies previously allocated to non-qualifying beneficiaries which are being recovered by the Special Investigating Unit (SIU). To date a total amount of R8.878 million (excluding interest) was claimed by the SIU, of which R7.101 million was received by the Department. The total amount outstanding per the SIU is R7.418 million, of which R6.8 million is impaired. Included in the total outstanding amount are credit balances to the value of R85 000. In order to mitigate the losses and fraud within the PHP regime, the Department is now contracting with contractors directly and not via support organisations as in the past. Private account administrators are no longer utilised, as the municipalities now perform this function. Also included in the amount of R22.142 million is accrued departmental revenue of R13.158 million in respect of rental debtors of which R6.035 million is impaired.

23.2 Accrued department revenue written off

Nature of losses

Irrecoverable rental income written off	512	682
Total	512	682

23.3 Impairment of accrued departmental revenue

Estimate of impairment of accrued departmental revenue	12 835	11 899
Total	12 835	11 899

The impairment of accrued Departmental Revenue was assessed at balance sheet date. The test for impairment was done per individual debtor, as well as per the different classes of debtors. Further consideration was given to all outstanding accounts on which there was little or no movement for more than 120 days. Debtors that have never paid have also been provided for. The impairment figure includes the impairment of the rental debtors (R6.035 million) and the impairment of the SIU debtors (R6.8 million).

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	2018/19 R'000	2017/18 R'000
24. Irregular expenditure		
24.1 Reconciliation of irregular expenditure		
Opening balance	7	83
Add: Irregular expenditure - relating to current year	3 278	15
Less: Prior year amounts condoned	(7)	(83)
Less: Current year amounts condoned	-	(8)
Irregular expenditure awaiting condonation	<u><u>3 278</u></u>	<u><u>7</u></u>
Analysis of awaiting condonation per age classification		
Current year	<u>3 278</u>	<u>7</u>
Total	<u><u>3 278</u></u>	<u><u>7</u></u>

24.2 Details of irregular expenditure current year

	2018/19 R'000
Incident	
The payments were irregular because the contractor commenced work without a valid contract. Despite this, the Department of Human Settlements (DoHS) did not appear to have suffered any losses because the contractor carried out the construction work in terms of requirements.	
Disciplinary steps taken/criminal proceedings	
The report indicated that the Department of the Premier (DOTP) could consider corrective action for this error on the grounds of potential negligence.	3 278
Total	<u><u>3 278</u></u>

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24.3 Details of irregular expenditure condoned

		2018/19 R'000
Incident	Condoned by (condoning authority)	
Non-compliance to regulation 9(1) and 9(5) of the amended Preferential Procurement Regulations of 2017. The request for quotation did not include the minimum threshold for local production and content as required.	Accounting Officer	7
Total		7

25. Related party relationship

The Department occupies a building free of charge managed by the Department of Transport and Public Works. Parking space is also provided to government officials at an approved fee that is not market related.

The Department received corporate services from the Corporate Services Centre of the Department of the Premier in the Western Cape Province with effect from 1 November 2010 in respect of the following service areas:

- Information and Communication Technology
- Organisation Development
- Provincial Training (transversal)
- Human Resource Management
- Enterprise Risk Management
- Internal Audit
- Provincial Forensic investigations
- Legal Services
- Corporate Communication

The Department has one unlisted public entity under its control, i.e. Western Cape Housing Development Fund.

There were no transactions between the Department and the Western Cape Housing Development Fund as all transactions relating to the Western Cape Housing Development Fund are accounted for in the books of the Department.

The Department makes use of government motor vehicles managed by Government Motor Transport (GMT) based on tariffs approved by the Department of Provincial Treasury. The Department received Security Advisory Services and Security Operations, as well as access control data from the Department of Community Safety in the Western Cape.

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26. Key management personnel

	No. of Individuals	2018/19 R'000	2017/18 R'000
Political office bearers	1	1 978	1 978
Level 15		-	-
Level 14		-	-
Management	4	5 874	5 458
Total		7 852	7 436

Key Management Personnel officials level 15 (R1.681 million 2017/18) amount has been restated to R0, officials level 14 (R3.777 million 2017/18) amount has been restated to R0. The total amount in respect of officials level 14 and 15 (R5.458 million 2017/18) has been restated as Management. This was due to the Modified Cash Standard. Management includes all officials level 14 and above who have significant influence over the financial and operation policy decisions of the Department. The amount for political office bearers is for the MEC of the Department. Included in the total for key management personnel are performance bonuses of R127 000.

27. Movable Tangible Capital Assets

**MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE
YEAR ENDED 31 MARCH 2019**

	Opening balance R'000	Value adjustments R'000	Additions R'000	Disposals R'000	Closing balance R'000
	-	-	-	-	-
MACHINERY AND EQUIPMENT	26 965	-	4 062	(1 899)	29 128
Transport assets	12 099	-	1 855	(973)	12 981
Computer equipment	10 005	-	1 593	(605)	10 993
Furniture and office equipment	2 847	-	31	(265)	2 613
Other machinery and equipment	2 014	-	583	(56)	2 541
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	26 965	-	4 062	(1 899)	29 128

There are 1 226 movable tangible capital assets on the Department's asset register, excluding 64 GG-vehicles to the value of R12.948 million leased from Government Motor Transport (GMT).

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Movable Tangible Capital Assets under investigation

	Number	Value R'000
Included in the above total of the movable tangible capital assets per the asset register are assets that are under investigation:		
Machinery and equipment	48	616

These assets mainly consist of computer equipment that could not be verified due to it being stolen or lost. These cases are being investigated to determine responsibility and enhancement of control measures.

Additions

27.1 ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2019

	Cash R'000	Non-cash R'000	(Capital work- in-progress current costs and finance lease payments) R'000	Received current, not paid (Paid current year, received prior year R'000	Total R'000
MACHINERY AND EQUIPMENT	6 288	1 903	(4 399)	270	4 062
Transport assets	4 334	1 855	(4 334)	-	1 855
Computer equipment	1 570	23	-	-	1 593
Furniture and office equipment	17	14	-	-	31
Other machinery and equipment	367	11	(65)	270	583
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	6 288	1 903	(4 399)	270	4 062

Included in the non-cash additions are GG-vehicles transferred to the Department by GMT.

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Disposals

27.2 DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2019

	Sold for cash R'000	Non-cash disposal R'000	Total disposals R'000	Cash received Actual R'000
MACHINERY AND EQUIPMENT	886	1 013	1 899	7
Transport assets	-	973	973	-
Computer equipment	565	40	605	4
Furniture and office equipment	265	-	265	2
Other machinery and equipment	56	-	56	1
TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS	886	1 013	1 899	7

Included in non-cash disposal are vehicles transfer out, destroyed or scrapped by GMT. The assets sold for cash were scrapped.

27.3 Movement for 2017/18

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2018

	Opening balance R'000	Prior period error R'000	Additions R'000	Disposals R'000	Closing balance R'000
MACHINERY AND EQUIPMENT	23 904	-	6 455	(3 394)	26 965
Transport assets	10 082	-	4 810	(2 793)	12 099
Computer equipment	9 035	(36)	1 380	(374)	10 005
Furniture and office equipment	3 017	30	20	(220)	2 847
Other machinery and equipment	1 770	6	245	(7)	2 014
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	23 904	-	6 455	(3 394)	26 965

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Prior period error	Note	2017/18 R'000
Nature of prior period error		
Relating prior to 2017/18	27.3	
Asset category corrections:		
Computer equipment		(36)
Furniture and office equipment		30
Other machinery and equipment		6
Total		-

27.4 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2019

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Opening balance	-	4	-	7 264	-	7 268
Additions	-	-	-	356	-	356
Disposals	-	-	-	(319)	-	(319)
TOTAL MINOR ASSETS	-	4	-	7 301	-	7 305

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of minor assets at cost	-	1	-	4 145	-	4 146
TOTAL NUMBER OF MINOR ASSETS	-	1	-	4 145	-	4 146

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Minor Capital Assets under investigation

	Number	Value R'000
Machinery and equipment	3	4

These assets mainly consist of computer equipment that could not be verified due to it being stolen or lost. The cases are being investigated to determine responsibility and enhancement of control measures.

Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2018

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Opening balance	-	4	-	6 770	-	6 774
Prior period error	-		-	9	-	9
Additions	-		-	672	-	672
Disposals	-		-	(187)		(187)
TOTAL MINOR ASSETS	-	4	-	7 264	-	7 268

	Specialised military assets	Intangible assets	Heritage assets	Machinery and equipment	Biological assets	Total
Number of minor assets at cost	-	1	-	-	4 140	4 141
TOTAL NUMBER OF MINOR ASSETS	-	1	-	-	4 140	4 141

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	Note	2017/18 R'000
Prior period error		
Nature of prior period error	27.4	
Relating prior to 2017/18		
Office furniture:Erroneously disclosed as prior period error		9
Total		9

27.5 Movable assets written off

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2019

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	-	-	-	2 219	-	2 219
TOTAL MOVABLE ASSETS WRITTEN OFF	-	-	-	2 219	-	2 219

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2018

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	-	-	-	3 581	-	3 581
TOTAL MOVABLE ASSETS WRITTEN OFF	-	-	-	3 581	-	3 581

Included in the amount written off in 2018/19 are GG-vehicles disposed of amounting to R974 000, as well as redundant machinery and equipment amounting to R926 000 and redundant minor assets amounting to R319 000.

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28. Intangible Capital Assets

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2019

	Opening balance R'000	Value adjustments R'000	Additions R'000	Disposals R'000	Closing balance R'000
SOFTWARE	486	-	28	-	514
TOTAL INTANGIBLE CAPITAL ASSETS	486	-	28	-	514

28.1 Additions

ADDITIONS TO INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2019

	Cash R'000	Non-cash R'000	(Development work-in- progress current costs) R'000	Received current, not paid (Paid current year, prior year) R'000	Total R'000
SOFTWARE	28	-	-	-	28
TOTAL ADDITIONS TO INTANGIBLE CAPITAL ASSETS	28	-	-	-	28

Movement for 2017/18

28.2 MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2018

	Opening balance R'000	Prior period error R'000	Additions R'000	Disposals R'000	Closing balance R'000
SOFTWARE	800	-	59	373	486
TOTAL INTANGIBLE CAPITAL ASSETS	800	-	59	373	486

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	2018/19 R'000	2017/18 R'000
29. Principal-agent arrangements		
29.1 Department acting as the principal paid	Fee paid	Fee paid
SA Post Office (Commission paid to SA Post Office for collecting housing debt on behalf of the Department)	47	49
Total	47	49

Although there is a principal/agent relationship between the Department and the Municipalities, no agency fees are paid to municipalities. There are no cost implications should the principal-agent arrangements be terminated and no resources are under the custodianship of the agents. The agents make use of their own resources.

29.2 Department acting as the agent

Reconciliation of funds and disbursements - 2018/19

	Total funds received R'000	Expenditure incurred against funds R'000
Category of revenue/expenditure per arrangement		
Payables: Advances received		
City of Cape Town (bulk infrastructure)	236 535	140 465
Total	236 535	140 465

The above amounts represent funds received from the City of Cape Town (principal) and expenses incurred on their behalf for the construction of bulk infrastructure for the 2018/19 financial year. The accumulative balance of funds received from the City of Cape Town as at 31 March 2019 is R96.070 million (2017/18: R102.177 million).

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Reconciliation of carrying amount of receivables and payables - 2018/19

Payables

	Opening balance	Funds received	Cash paid on behalf of principal	Closing balance
Name of entity	R'000	R'000	R'000	R'000
City of Cape Town (bulk infrastructure)	102 177	134 358	140 465	96 070
TOTAL	102 177	134 358	140 465	96 070

30. Prior period errors

30.1 Correction of prior period errors

		Amount before error correction	2017/18 Prior period error	Restated amount
Assets	Note	R'000	R'000	R'000
Receivables	11			
Claims recoverable: current		20 766	31 806	52 572
Claims recoverable: non-current		33 845	(31 806)	2 039
Recoverable expenditure: current		373	79	452
Recoverable expenditure: non-current		79	(79)	-
Movable capital assets	27.3			
Computer equipment		10 041	(36)	10 005
Furniture and office equipment		2 817	30	2 847
Other machinery and equipment		2 008	6	2 014
Minor assets	27.4			
Office furniture		7 259	9	7 268
Net effect		77 188	9	77 197

Claims recoverable current and non-current; and recoverable expenditure current and non-current have been restated due to reclassification of receivables. The prior period errors in respect of assets are mainly due to asset category corrections (movable tangible capital assets) and erroneous system classifications (minor assets).

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			2017/18	
	Note	Amount before correction R'000	Prior period error R'000	Restated amount R'000
Liabilities				
Payables-non-current: Advances received	15	24 910	(317)	24 593
Payables-current: Advances received	14	77 267	317	77 584
Employee benefits: Other	21	566	1 102	1 668
Commitments: Current expenditure approved and contracted	19	359 873	(1 975)	357 898
Management	26	-	5 458	5 458
Level 14	26	3 777	(3 777)	-
Level 15	26	1 681	(1 681)	-
Net effect		468 074	(873)	467 201

Payables were restated due to the reclassification of transactions from non-current to current within projects. The amount of R5.458 million has been restated as Management, 2017/18 (Level 14: R3.777 million and 15: R1.681 million) due to the Modified Cash Standard. Employee benefits are restated due to a provision made for an exit gratuity owing to the Provincial Minister of Human Settlements. Commitments: current expenditure- approved and contracted amount has been restated due to misinterpretation of disclosing operating leases.

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		2017/18		
		Amount before error correction	Prior period error	Restated amount
	Note	R'000	R'000	R'000
Other				
Net increase in working capital: Cash flow statement		(20 488)	317	(20 171)
Net cash flow available from operating activities: Cash flow statement		(9 322)	317	(9 005)
Increase/ (decrease) in non-current payables: Cash flow statement		9 365	(317)	9 048
Net cash flows from financing activities: Cash flow statement		943	(317)	626
Add back non cash/cash movements not deemed operating activities	16	(58 561)	317	(58 244)
Decrease in payables-current	16	(9 835)	317	(9 518)
Net cash flow generated by operating activities	16	(9 322)	317	(9 005)
Net effect		(97 220)	951	(96 269)

Payables were restated due to a reclassification of transactions within projects, from non-current to current payables.

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31. Statement of Conditional Grants received

NAME OF GRANT	GRANT ALLOCATION					SPENT				2017/18	
	Division of Revenue Act/Provincial Grants R'000	Roll Overs R'000	DORA Adjustments R'000	Other Adjustments R'000	Total Available R'000	Amount received by department R'000	Amount spent by department R'000	Under / (overspending) R'000	% of available funds spent by dept %	Division of Revenue Act R'000	Amount spent by department R'000
Human Settlement Development Grant	2 018 776	-	127	-	2 018 903	2 018 903	2 018 903	-	100%	2 326 758	2 326 758
Expanded Public Works Programme Integrated Grant for Provinces	3 014	-	-	-	3 014	3 014	3 014	-	100%	3 374	3 374
Title Deeds Restoration Grant	50 361	-	-	-	50 361	50 361	50 361	-	100%	-	-
Provincial Emergency Housing Grant	-	-	83 773	-	83 773	83 773	-	83 773	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
Total	2 072 151	-	83 900	-	2 156 051	2 156 051	2 072 278	83 773		2 330 132	2 330 132

It is certified that, in terms of DORA, that all transfers in terms of the Act were deposited in the primary bank account of the Western Cape Government.

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32. Statement of Conditional Grants and other transfers to municipalities

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER		
	DoRA and other transfers R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Funds Withheld R'000	Re-allocations by National Treasury or National Department R'000
Departmental transfers to municipalities:							
Accreditation assistance grant:							
Municipality: City of Cape Town	5 000	-	-	5 000	5 000	-	-
Settlement assistance grant							
Municipality: City of Cape Town	1 500	-	-	1 500	1 500	-	-
Provincial contribution towards the acceleration of housing delivery grant:							
Municipality: Drakenstein	17 325	-	-	17 325	17 325	-	-
Municipality: Stellenbosch	9 686	-	-	9 686	9 686	-	-
Municipality: Oudtshoorn	5 000	-	-	5 000	5 000	-	-
Other transfers to municipalities:							
Municipal rates and taxes:							
Municipality: City of Cape Town	5 399	-	(315)	5 084	5 084	-	-
Municipality: Matzikama	-	-	1	1	1	-	-
Municipality: Saldanha Bay	-	-	78	78	78	-	-
Municipality: Swartland	-	-	12	12	12	-	-
Municipality: Drakenstein	-	-	60	60	60	-	-
Municipality: Stellenbosch	-	-	145	145	145	-	-
Municipality: Breede Valley	-	-	89	89	89	-	-
Municipality: Swellendam	-	-	7	7	7	-	-
Municipality: Hessequa	-	-	33	33	33	-	-
Municipality: George	-	-	59	59	59	-	-
	43 910	-	169	44 079	44 079	-	-

The negative adjustment for the City of Cape Town was due to the final shifts and virements as per the Appropriation Statements. It is certified that the transfers were paid into the primary bank account of the Municipalities.

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ANNEXURE 1A**STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS PAID TO MUNICIPALITIES**

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER			SPENT				2017/18	
	DoRA and other transfers R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Funds Withheld R'000	Re-allocations by National Treasury or National Department R'000	Amount received by Municipality R'000	Amount spent by municipality R'000	Unspent funds R'000	% of available funds spent by municipality	Division of Revenue Act R'000	Actual Transfer R'000
Departmental transfers to municipalities:													
Accreditation assistance grant:													
Municipality: City of Cape Town	5 000	-	-	5 000	5 000	-	-	5 000	4 706	294	94%	5 000	5 000
Settlement assistance grant													
Municipality: City of Cape Town	1 500	-	-	1 500	1 500	-	-	1 500	785	715	52%	1 500	1 500
Provincial contribution towards the acceleration of housing delivery grant:													
Municipality: Drakenstein	17 325	-	-	17 325	17 325	-	-	17 325	-	17 325	-	27 500	27 500
Municipality: Stellenbosch	9 686	-	-	9 686	9 686	-	-	9 686	9 686	-	100%	-	-
Municipality: Oudtshoorn	5 000	-	-	5 000	5 000	-	-	5 000	-	5 000	-	-	-
Municipality: City of Cape Town	-	-	-	-	-	-	-	-	-	-	-	2 300	2 300
Municipality: Matzikama	-	-	-	-	-	-	-	-	-	-	-	3 000	3 000
Municipality: Cederberg	-	-	-	-	-	-	-	-	-	-	-	3 030	3 030
Municipality: Witzenberg	-	-	-	-	-	-	-	-	-	-	-	3 000	3 000
Municipality: Breede Valley	-	-	-	-	-	-	-	-	-	-	-	20 000	20 000
Municipality: Langeberg	-	-	-	-	-	-	-	-	-	-	-	4 450	4 450
Municipality: Overstrand	-	-	-	-	-	-	-	-	-	-	-	10 500	10 500
Municipality: Swellendam	-	-	-	-	-	-	-	-	-	-	-	500	500
Municipality: Mosselbay	-	-	-	-	-	-	-	-	-	-	-	3 700	3 700
Municipality: George	-	-	-	-	-	-	-	-	-	-	-	530	530
Municipality: Beaufort West	-	-	-	-	-	-	-	-	-	-	-	7 315	7 315
Other transfers to municipalities:													
Municipal rates and taxes:													
Municipality: City of Cape Town	5 399	-	(315)	5 084	5 084	-	-	5 084	5 084	-	100%	13 990	13 990
Municipality: Matzikama	-	-	1	1	1	-	-	1	1	-	100%	1	1
Municipality: Saldanha Bay	-	-	78	78	78	-	-	78	78	-	100%	92	92
Municipality: Swartland	-	-	12	12	12	-	-	12	12	-	100%	12	12
Municipality: Drakenstein	-	-	60	60	60	-	-	60	60	-	100%	89	89
Municipality: Stellenbosch	-	-	145	145	145	-	-	145	145	-	100%	167	167
Municipality: Breede Valley	-	-	89	89	89	-	-	89	89	-	100%	164	164
Municipality: Swellendam	-	-	7	7	7	-	-	7	7	-	100%	6	6
Municipality: Hessequa	-	-	33	33	33	-	-	33	33	-	100%	-	-
Municipality: George	-	-	59	59	59	-	-	59	59	-	100%	-	-
Total	43 910	-	169	44 079	44 079	-	-	44 079	20 745	23 334		106 846	106 846

It is certified that the transfers were paid into the primary banking accounts of the municipalities.

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ANNEXURE 1B**STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS**

DEPARTMENT/ AGENCY/ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2017/18
	Adjusted appropriation R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available funds %	Final Appro- priation R'000
SABC (TV licences)	6	-	-	6	6	100%	6
Human Sciences Research Council	400	-	-	400	400	100%	-
Total	406	-	-	406	406		6

ANNEXURE 1C**STATEMENT OF TRANSFERS TO HIGHER EDUCATION INSTITUTIONS**

NAME OF HIGHER EDUCATION INSTITUTION	TRANSFER ALLOCATION				TRANSFER			2017/18
	Adjusted appropriation R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Amount not transferred R'000	% of Available funds transferred %	Appropriation Act R'000
University of Cape Town	300	-	-	300	300	-	100%	950
Total	300	-	-	300	300	-		950

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ANNEXURE 1D**STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS**

	TRANSFER ALLOCATION				EXPENDITURE		2017/18
	Adjusted appropriation Act R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available funds transferred %	Appropriation Act R'000
NON-PROFIT INSTITUTIONS							

Transfers

Cape Craft and Design Institute	1 400	-	-	1 400	1 400	100%	2 270
South African Planning Institute	100	-	-	100	100	100%	-
SOHCO Property Investment	3 000	-	-	3 000	3 000	100%	-
Total	4 500	-	-	4 500	4 500		2 270

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ANNEXURE 1E**STATEMENT OF TRANSFERS TO HOUSEHOLDS**

	TRANSFER ALLOCATION				EXPENDITURE		2017/18
	Adjusted appropriation Act R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available funds transferred %	Appropriation Act R'000
HOUSEHOLDS							
Transfers							
Employee social benefits - leave gratuity	148	-	353	501	501	100%	1 017
Post retirement benefits	92	-	44	136	136	100%	204
Injury on duty	53	-	(4)	49	49	100%	8
Act of Grace Payment	-	-	74	74	74	100%	72
Departmental T-shirts	-	-	149	149	149	100%	-
Ex-Gratia payment	-	-	-	-	-		6
Subtotal	293	-	616	909	909		1 307
Subsidies							
Human Settlement Development Grant	1 886 364	-	32 158	1 918 522	1 918 522	100%	2 244 120
Expanded Public Works Programme Integrated Grant for Provinces	3 014	-	(124)	2 890	2 890	100%	3 309
Title Deeds Restoration Grant	50 361	-	(337)	50 024	50 024	100%	-
Water saving measures on departmental and municipality projects (Provincial water response plan)	6 123	-	-	6 123	6 123	100%	-
Provincial Emergency Housing Grant	-	-	83 773	83 773	-	-	-
Provincial contribution towards the acceleration of housing delivery grant	-	-	-	-	-	-	26 470
Provincial earmarked allocation:Drought relief	-	-	-	-	-	-	6 500
Provincial funding:Disaster relief	-	-	-	-	-		7 500
Subtotal	1 945 862	-	115 470	2 061 332	1 977 559		2 287 899
Total	1 946 155	-	116 086	2 062 241	1 978 468		2 289 206

The non-spending of the Provincial Emergency Housing Grant is due to the fact that it was only appropriated in March 2019, resulting in the delay in finalising the tender processes.

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ANNEXURE 1F**STATEMENT OF AID ASSISTANCE RECEIVED**

NAME OF DONOR	PURPOSE	OPENING BALANCE R'000	REVENUE R'000	EXPENDI- TURE R'000	PAID BACK ON/BY 31 MARCH 2019 R'000	CLOSING BALANCE R'000
Received in cash						
The Department of Public Service and Administration (DPSA)	Global positioning system (GPS)	1 993	818	2 663	-	148
Danish government (via the RDP Fund)	Solar water heaters for houses in Joe Slovo, N2 Gateway	-	4 723	4 569	154	-
TOTAL		1 993	5 541	7 232	154	148

ANNEXURE 1G**STATEMENT OF GIFTS, DONATIONS AND PAYMENTS MADE AS AN ACT OF GRACE**

NATURE OF GIFT, DONATION OR SPONSORSHIP	2018/19 R'000	2017/18 R'000
Made in kind		
Govan Mbeki awards (Trophies and picture posters in frame)	29	31
Sympathy flowers and fruit baskets	9	11
Donation of redundant movable assets to municipalities, beneficiaries and schools at cost	-	110
Act of Grace	-	72
Departmental T-shirts	149	-
TOTAL	187	224

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ANNEXURE 2**STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2019**

NATURE OF LIABILITY	Opening balance 1 April 2018 R'000	Liabilities incurred during the year R'000	Liabilities paid/ cancelled/ reduced during the year R'000	Liabilities recoverable (Provide details hereunder) R'000	Closing balance 31 March 2019 R'000
Claims against the department					
Body Corporate of Zambezi Sectional Title Scheme	13	-	13	-	-
Subtotal	13	-	13	-	-
Other					
Hawston Seafarms Foundation v. Premier and the MEC for Department of Human Settlements	87 158	-	-	-	87 158
Subtotal	87 158	-	-	-	87 158
TOTAL	87 171	-	13	-	87 158

The matter Hawston Seafarms Foundation v. the Premier and the MEC of the Department is in final settlement negotiations. In all the cases above the timing and amounts of outflows are uncertain.

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ANNEXURE 3**CLAIMS RECOVERABLE**

	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at year end 2018/19	
	31/03/2019 R'000	31/03/2018 R'000	31/03/2019 R'000	31/03/2018 R'000	31/03/2019 R'000	31/03/2018 R'000	Receipt date up to six (6) working days after year end	Amount R'000
GOVERNMENT ENTITY								
DEPARTMENTS								
WCG: Department of Health	-	-	-	20 466	-	20 466	-	-
WCG: Department of Cultural Affairs and Sport	-	-	-	2	-	2	-	-
WC: Department of Education	3 622	-	-	-	3 622	-	-	-
WCG: Department of Agriculture	-	-	3	-	3	-	-	-
EC: Department of Human Settlements	-	-	2	-	2	-	-	-
Subtotal	3 622	-	5	20 468	3 627	20 468		-
OTHER GOVERNMENT ENTITIES								
CapeNature	-	4	-	-	-	4	-	-
Thubelisha Homes	-	-	23 903	23 903	23 903	23 903	-	-
SARS	-	-	-	110	-	110	-	-
Municipality: Drakenstein	-	-	-	5	-	5	-	-
City of Cape Town	-	-	100	-	100	-	-	-
Subtotal	-	4	24 003	24 018	24 003	24 022		-
Total	3 622	4	24 008	44 486	27 630	44 490		-

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ANNEXURE 4**INTER-GOVERNMENT PAYABLES**

	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at year end 2018/19*	
	31/03/2019 R'000	31/03/2018 R'000	31/03/2019 R'000	31/03/2018 R'000	31/03/2019 R'000	31/03/2018 R'000	Payment date up to six (6) working days before year end	Amount R'000
GOVERNMENT ENTITY								
DEPARTMENTS								
Current								
WCG: Department of Transport and Public Works	-	-	-	433	-	433	-	-
WCG: Department of the Premier	-	-	-	535	-	535	-	-
WCG: Department of Cultural Affairs and Sport	-	-	-	1	-	1	-	-
Department of Justice and Constitutional Development	-	-	449	406	449	406	-	-
WCG: Department of Education	-	-	1	-	1	-	-	-
Total Departments	-	-	450	1 375	450	1 375	-	-
OTHER GOVERNMENT ENTITIES								
Current								
Government Printing Works	-	-	-	2	-	2	-	-
South African Police Services	-	-	-	8	-	8	-	-
Municipality: Beaufort West			8 469	-	8 469	-	-	-
Municipality: Saldanha Bay			1 176	-	1 176	-	-	-
Municipality: Knysna			2 355	-	2 355	-	-	-
Municipality: Cederberg			7 109	-	7 109	-	-	-
Municipality: Cape Agulhas			7 200	-	7 200	-	-	-
Municipality: City of Cape Town			3	-	3	-	-	-
Municipality: Overstrand			1 412	-	1 412	-	-	-
Municipality: Matzikama			6 054	-	6 054	-	-	-
Municipality: Breede Valley			1 020	-	1 020	-	-	-
Total other government entities	-	-	34 798	10	34 798	10	-	-
TOTAL INTER-GOVERNMENTAL			35 248	1 385	35 248	1 385		

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ANNEXURE 5**INVENTORIES**

	2018/19		2017/18	
	Quantity	R'000	Quantity	R'000
Inventories				
Opening balance	3 255	1 599 210	3 696	1 776 979
Add/(Less): Adjustments to prior year balances	(60)	34 554	3	2 037
Add: Additions/Purchases -	0	0	0	0
Add: Additions - Non-cash	0	0	0	0
Less: Disposals	(112)	(78 500)	(444)	(167 700)
Less: Adjustments	0	(7 661)	0	(12 106)
Closing balance	3 083	1 547 603	3 255	1 599 210

The above inventory consists of properties relating to the Western Cape Housing Development Fund. It excludes the Department's inventory for infrastructure/housing projects financed from the Human Settlement Development Grant. In this regard the Department is currently in the process to determine the exact number of houses built, but not transferred to beneficiaries. This is part of the title deed restoration programme which is a priority for National and Provincial government. This will assist the Department in reporting the opening balance for inventory in the ensuing financial year. The effective date for the disclosure of inventory will be determined by National Treasury.

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ANNEXURE 6**INTER-ENTITY ADVANCES RECEIVED (Note 14 and Note 15)**

ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2019 R'000	31/03/2018 R'000	31/03/2019 R'000	31/03/2018 R'000	31/03/2019 R'000	31/03/2018 R'000
OTHER INSTITUTIONS						
Current						
City of Cape Town (USDG funds for bulk services)	-	-	59 796	77 584	59 796	77 584
Subtotal	-	-	59 796	77 584	59 796	77 584
Non-Current						
City of Cape Town (USDG funds for bulk services)	-	-	36 274	24 593	36 274	24 593
Subtotal	-	-	36 274	24 593	36 274	24 593
TOTAL	-	-	96 070	102 177	96 070	102 177
Current	-	-	59 796	77 584	59 796	77 584
Non-current	-	-	36 274	24 593	36 274	24 593

The comparatives for current and non-current were restated.

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ANNEXURE A – LIST OF CONTRACTORS

City of Cape Town

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
IRDP:PH2: VHP: Belhar Pentech	VHP Holdings	Level 1	100.00%	-542,859.88	-542,859.88	-	-
IRDP:PH2: NOZOMI: Belhar Pentech	Nozomi	Level 2	95.00%	2,825,443.35	2,684,171.18	268,417.12	-
IRDP:PH2: VHP: Delft The Hague	VHP Holdings	Level 1	100.00%	20,362,609.09	20,362,609.09	-	-
IRDP:PH2: SIQU: Gugulethu: MauMau	Siq	Level 1	100.00%	2,330,983.98	2,330,983.98	-	-
IRDP:PH2: KWETHWAYO: Gugulethu: MauMau	Khethwayo Construction	Level 1	100.00%	3,410,980.65	3,410,980.65	-	-
IRDP:PH2: COCT: GIKHA: Gugulethu: MauMau	Gikha Construction	Level 2	95.00%	378,000.00	359,100.00	-	-
IRDP: PH2: COCT: VUKS: Nyzngz KTC 3	Vuks Construction	Level 1	100.00%	71,100.00	71,100.00	-	-
PHP:COCT: Matamela: Kanonkop	Matamela Construction	Level 1	100.00%	6,403,985.26	6,403,985.26	-	6,403,985.26
PHP:COCT: AR PROJECTS: Kanonkop	AR Projects	Level 2	95.00%	1,858,114.02	1,765,208.32	-	-
Land: H,D,A: COCT: Du Noon	Land			68,365,468.06	-	-	-
PHP:COCT: VARIOUS CONTRACTORS: BARDALE PROJECT 2	Chapani	Level 1	100.00%	1,928,269.65	1,928,269.65	1,928,269.65	-
	Dezzo Developments	Level 1	100.00%	153,320.70	153,320.70	-	-
	Kalesego	Level 1	100.00%	112,042.05	112,042.05	-	-
	Khethwayo Construction	Level 1	100.00%	336,126.15	336,126.15	-	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
PHP: COCT: VARIOUS CONTRACTORS: Masillingane	Lawula	Level 2	95.00%	1,769,052.00	1,680,599.40	420,149.85	-
	Nokhanya Services	Level 1	100.00%	1,769,052.00	1,769,052.00	902,216.52	-
	VHP Holdings	Level 1	100.00%	936,060.26	936,060.26	-	-
	Abaphansi Trading	Level 1	100.00%	1,036,943.00	1,036,943.00	-	-
PHP: COCT: CAWEWO: STRAND: PHAKAMANI	CAWEWO PTY Ltd	Level 1	100.00%	157,832.70	157,832.70	157,832.70	-
PHP: SIKHAMAHLOBO: Khayelitsha: Kode Kubenini	Sikhamahlabo Trading	Level 1	100.00%	116,416.50	116,416.50	-	-
PHP: MAKHARE: Khayelitsha: Mandela Park	Makhare Holdings	Level 1	100.00%	290,739.75	290,739.75	290,739.75	290,739.75
PHP: NOKHANYA: KHAYE: Nonqubela	Nokhanya Services	Level 1	100.00%	739,691.84	739,691.84	377,242.84	-
EHP: VALOSTAR: Morning Star	Valostar 159	Level 1	100.00%	637,053.00	637,053.00	-	-
PHP: TM WOOD: INZAME YETHU	Inyameko Trading 618	Level 1	100.00%	31,000.00	31,000.00	31,000.00	-
PHP: TM WOOD: NEW REST	FFC General Trading	Level 1	100.00%	91,150.00	91,150.00	-	-
PHP: TNT: Philippi: Nompumelelo	TNT (Masiqhame Trading 224)	Level 1	100.00%	2,607,496.85	2,607,496.85	2,607,496.85	-
PHP: HLUMANTOMBAZANA: Philippi: Project 2	Hlumantombazana	Level 1	100.00%	527,112.25	527,112.25	527,112.25	-
PHP: Greystone: Khayelitsha: Siyifumene	Greystone Trading	Level 1	100.00%	1,968,415.08	1,968,415.08	-	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
PHP: Thalhla: Khayellisha: Siyifumene	Thahla Construction (No & Mbali)	Level 1	100.00%	1,330,000.00	1,330,000.00	1,330,000.00	-
PHP: Qwaka: Khayellisha: Siyifumene	Qwaka Construction	Level 1	100.00%	876,885.70	876,885.70	701,508.56	-
PHP: Hlumantombazana: Khayellisha: Masikhanye	Hlumantombazana	Level 1	100.00%	933,486.70	933,486.70	933,486.70	-
PHP: Ntlanga: Khayellisha: Masikhanye	Ntlanga Construction	Level 1	100.00%	511,099.75	511,099.75	485,544.76	485,544.76
PHP: Sompuku: Khayellisha: Nobantu	XM Sompuku	Level 1	100.00%	1,275,312.00	1,275,312.00	1,275,312.00	-
PHP: SIMOC: Wallacedene: Sakhuxolo	SIMOC Construction	Level 1	100.00%	233,005.09	233,005.09	-	-
PHP: XELOR: Wallacedene: Sakhuxolo	Xelor Trading	Level 1	100.00%	329,998.27	329,998.27	-	-
PHP: EVERIS: Wallacedene: Sakhuxolo	Everis Business Enterprise	Level 1	100.00%	124,588.23	124,588.23	-	-
PHP: MAMZIZI: Wallacedene: Sakhuxolo	Mamzizi Consulting	Level 1	100.00%	187,421.74	187,421.74	-	-
PHP: CAWEWO: Wallacedene: Sakhuxolo	CAWEWO PTY Ltd	Level 1	100.00%	97,090.95	97,090.95	97,090.95	-
PHP: ZOKWAKHA: Wallacedene: Sakhuxolo	Zokwakha Construction	Level 1	100.00%	756,100.80	756,100.80	756,100.80	-
PHP: Mambamba: Nyanga: Masiphatisane	Mambamba Construction	Level 1	100.00%	439,860.72	439,860.72	439,860.72	-
PHP: NURCHA: KUYASA	NURCHA (Housing Agency)			1,939,105.41	-	-	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
COCF- Bargaining Council/State Attorney	State Attorney			276,145.00	-	-	-
Subtotal for City of Cape Town Contractors				129,981,698.67	56,918,138.43	13,260,964.90	7,180,269.77

Departmental Projects

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
UISP & IRDP: PH2: Sobam: Joe Slovo: 2886 units	Power	Level 1	100.00%	37,773,895.42	37,773,895.42	4,355,330.14	-
IRDP: PH1 & PH2: Vula: Boystown	Martin & East	Level 2	95.00%	11,251,649.66	10,689,067.18	144,302.41	-
IRDP: PH1 & PH2: Vula: Sheffield Rd & Boystown	Martin & East	Level 2	95.00%	975,582.63	926,803.50	12,511.85	-
IRDP: PH1 + PH2: Mallbu Village	NHBRC			4,361,796.30	-	-	-
Conifers	Eskom			1,467,457.85	-	-	-
	CoCT: Water Meters			66,731.50	-	-	-
	Mzi Developments	Level 1	100.00%		-	-	-
	Nokhanya Services	Level 1	100.00%	18,417,370.25	18,417,370.25	9,392,858.83	-
	Gau Flora	Level 1	100.00%	3,397,080.72	3,397,080.72	339,708.07	339,708.07
	Nozomi	Level 2	95.00%	18,060,444.91	17,157,422.66	1,715,742.27	-
IRDP: PH1 + PH2: Mallbu Village	Aurecon	Level 1	100.00%	1,851,890.41	1,851,890.41	213,893.34	-
Conifers Prof Fees (GJ)							
IRDP: PH1: Highbury: 266 Sites & Units	Power	Level 1	100.00%	33,770,186.60	33,770,186.60	3,893,702.51	-
IRDP: PH2: Highbury Mill Vets - 100 Units	Lebo Tebo	Level 1	100.00%	18,271,644.75	18,271,644.75	-	18,271,644.75

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
IRDP:PH2: Highbury Mil Vets - prof Fees (GJ) IRDP:Ph1&Ph2: Blue Downs: Military Veterans 259 units	C2C Consulting Engineers	Level 1	100.00%	1,237,560.44	1,237,560.44	-	-
	J R Sekwele	Level 1	100.00%	1,079,039.55	1,079,039.55	-	1,079,039.55
	Simply Do Construction	Level 2	95.00%	1,689,913.33	1,605,417.66	-	-
	Thodi Projects Management	Level 1	100.00%	1,379,393.99	1,379,393.99	-	-
	CoCT: Water Meters	N/A		4,853.00	-	-	-
IRDP:PH1: BLUE DONWS MILITARY VETS- PROF FEES LUKHOZI(GJ)	NHBRC	N/A		185,639.49	-	-	-
	Lukhozi	Level 2	95.00%	955,562.04	907,783.94	-	40,705.03
	Calgro	Level 1	100.00%	958,240.06	958,240.06	-	-
	NHBRC			2,822,523.95	-	-	-
IRDP: PH1: FOREST VILLAGE: Various Contractors	ASLA Construction	Level 2	96.07%	105,009,852.34	100,882,965.14	-	-
	Dezzo Developments	Level 1	100.00%	11,487,184.57	11,487,184.57	-	-
	WK Construction	Level 4	85.92%	31,960,784.17	27,460,705.76	-	-
	Power Construction	Level 1	100.00%	51,158,821.87	51,158,821.87	-	-
	Exeo	Level 2	95.38%	-	-	-	-
	Leteketa Construction	Level 1	100.00%	8,754,425.66	8,754,425.66	-	4,377,212.83
	A & P Civils	Level 1	100.00%	15,565,424.84	15,565,424.84	7,782,712.42	7,782,712.42
	PHP Building Supplies	Level 1	100.00%	22,868,995.12	22,868,995.12	13,721,397.07	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
IRDP:PH1: FOREST VILLAGE PROF FEES LUKHOZI(GJ)	CSD Development	Level 1	100.00%	8,239,136.39	8,239,136.39	-	-
	Adv. Adiel Nacerodien			26,670.00	-	-	-
	Lawula Projects	Level 2	94.71%	30,245,691.51	28,645,694.43	7,161,423.61	-
	Lukhozi	Level 2	95.00%	30,660,241.98	29,127,229.88	687,402.63	1,306,064.99
IRDP:PH1 & PH2: : OUR PRIDE 211 sites & FLISP	CTCHC			3,011,911.35	-	-	-
IRDP:PH1 & PH2: : OUR PRIDE 211 sites & FLISP Prof Fees (GJ)	C2C Consulting Engineers	Level 1	100.00%	809,788.94	809,788.94	-	-
IRDP:PH1 & PH2: COCT: Delft Symphony Pre 7 (518 sites)	Martin & East	Level 2	95.00%	11,752,613.12	11,164,982.46	150,727.26	-
IRDP:PH1 & PH2: COCT: Delft Symphony Pre 7 Prof Fees (GJ)	Lukhozi	Level 2	95.00%	779,931.22	740,934.66	17,486.06	33,223.51
IRDP:PH1: KOSOVO PROF FEES VARIOUS CONSULTANTS(GJ)	Professional Fees (JG) Lakhanya Quantity Surveyors	Level 1	100.00%	5,439,549.79	-	-	-
	AAS Consultants	Level 1	100.00%	121,000.00	121,000.00	12,100.00	-
	FJC Consulting	Level 2	95.00%	63,257.52	60,094.64	-	-
	ARG Design (Town Planner)	Level 3	90.00%	199,128.00	179,215.20	125,450.64	125,450.64
	WSP Group Africa	Level 1	100.00%	1,190,282.30	1,190,282.30	607,877.17	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
IRDP:PH1: AIRPORT PRECINCT PROF FEES VARIOUS CONSULTANTS(GJ)	Malani Padayachee & Associates	Level 1	100.00%	824,286.11	824,286.11	824,286.11	-
	Professional Fees (JG)			25,585,450.99	-	-	-
	Ngewu & Associates	Level 1	100.00%	514,800.00	514,800.00	-	-
	AMPS Quantity Surveyor	Level 1	100.00%	279,850.00	279,850.00	-	-
	FJC Consulting	Level 2	95.00%	12,132.26	11,525.65	-	-
	Nako Iliso	Level 1	100.00%	1,980,660.88	1,980,660.88	245,998.08	-
	Urban Dynamics (Town Planner)	Level 4	85.00%	740,315.02	629,267.77	-	-
	Jono Trust	Level 1	100.00%	75,743.14	75,743.14	18,935.79	37,871.57
	JG Afrika	Level 1	100.00%	3,959,850.48	3,959,850.48	631,596.15	593,977.57
	Bergstan SA	Level 1	100.00%	1,754,777.16	1,754,777.16	128,098.73	
IRDP:PH1: COCT: MAMA'S PELICAN PARK IRDP:PH1: COCT: OUR PRIDE (STATE ATTORNEY) UISP/IRDP:PH2 3A Joint Venture:+Grp5Mot: Delft Symphony Pre3&5	IX Engineers (Previously Worley Parsons)	Level 1	100.00%	946,367.92	946,367.92	342,585.19	27,728.58
	No Contractor			147,996.20	-	-	-
	State Attorney			1,150.00	-	-	-
	ASLA Construction	Level 2	96.07%	6,416,155.36	6,164,000.45	178,139.61	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
UISP/IRDP:PH2:Delft Symphony PRE3&5 Prof Fees (GJ) IRDP:PH1: Thembelihle Domestic Workers Prof Fees (GJ) IRDP:PH1: Penhill Greenfields Prof Fees (GJ)	ASLA Construction	Level 2	96.07%	1,011,276.39	971,533.23	28,077.31	-
	Power Construction	Level 1	100.00%	45,897.64	45,897.64	1,326.44	-
	Professional Fees (JG)			10,630,149.92			-
	AQS CONSULTANTS	Level 1	100.00%	299,000.00	299,000.00	29,900.00	-
	PLANNING PARTNERS	Level 3	90.00%	575,767.98	518,191.18	113,742.96	-
	MZI DEVELOPMENT SERVICES	Level 1	100.00%	183,090.00	183,090.00	-	-
	MOTLA CONSULTING ENGINEERS	Level 7	70.00%	3,651,362.79	2,555,953.95	77,445.40	-
IRDP:PH1: Penhill Greenfields Eskom	SMEC SA	Level 1	100.00%	4,240,292.58	4,240,292.58	1,282,688.51	-
	BSP CONSULTING ENGINEERS	Level 1	100.00%	2,825,981.73	2,825,981.73		-
	IX ENGINEERS (Previously Worley Parsons)	Level 1	100.00%	288,320.00	288,320.00	104,371.84	8,447.78
	Electricity			174,803.45	-	-	-
IRDP:PH1: Taiwan Informal Settle Prof Fees (GJ)	Professional Fees (JG)			480,265.10	-	-	-
	CNDV AFRICA	Level 4	85.00%	57,750.00	49,087.50	-	-
	AMM Geomatics	Level 2	95.00%	450,000.00	427,500.00	86,355.00	-
	NADESON	Level 2	95.00%	91,368.76	86,800.32	-	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
IRDP:PH1: Greater Retreat Prof Fees (GJ)	Professional Fees (JG)			503,029.59	-	-	-
IRDP:PH1: Green Procurement Policy	Professional Fees (JG)			278,837.63	-	-	-
IRDP:PH1: Metropolitan Area: Fencing Gugulethu	Fencing			1,620,202.70	-	-	-
IRDP:PH1: Metropolitan Area: Ithemba (GJ)	No Contractor			2,779,897.29	-	-	-
Land: H.D.A: COCT: Phillippi: Erf 21400	Land Acquisition			31,508,045.69	-	-	-
EHP: SOBAM: DELFT PR. 7-9 TRA 3.4 & 4.1 DISMANTLING	Power Construction	Level 1	100.00%	59,676.10	59,676.10	1,724.64	-
EHP: Sobam: Delft TRA 6	Power Construction	Level 1	100.00%	5,552,530.43	5,552,530.43	160,468.13	-
EHP: Sobam: Delft TRA 5 & 5.1	Power Construction	Level 1	100.00%	1,172,485.90	1,172,485.90	33,884.84	-
Subtotal for Departmental Projects Contractors				611,123,814.73	504,378,249.12	65,245,476.58	34,023,787.29

Non-Metro Projects

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
Cape Winelands District Municipality							
Breede Valley Municipality							
IRDP:PH1: Touwsrivier: 900 sites	Ukhana	Level 1	100%	792,346.50	792,346.50	792,346.50	-
IRDP:PH1: Transhex Martin & East	Martin & East	Level 2	95%	87,723,475.76	83,433,797.80	1,309,910.63	-
IRDP:PH1: Transhex Professional Fees (GJ)	Martin & East	Level 2	95%	23,779,011.99	22,616,218.30	355,074.63	-
IRDP:PH2: De Doorns Orchards 109 units	Power Construction	Level 1	100%	1,039,468.50	1,039,468.50	119,850.72	-
Subtotal				11 3334 302.7	-	-	-
Drakenstein Municipality							
IRDP:PH1: Ukhana: Vlakkeland	Ukhana	Level 1	100%	20,335,668.15	20,335,668.15	20,335,668.15	-
IRDP:PH1: Kalesego: Vlakkeland	Kalesego	Level 1	100%	11,585,533.78	11,585,533.78	-	-
UISP: Vlakkeland - Bulk Services	JVZ	Level 4	80%	10,000,000.00	8,000,000.00	2,467,200.00	-
IRDP:PH1: Vlakkeland Prof Fees (GJ)	Jubilee	Level 2	95%	6,887,589.25	6,543,209.79	-	-
PHP: Drommedaris: 1407units Transfers	Title Deeds			368,715.00	-	-	-
IRDP:PH1: PAARL EAST	Aurecon	Level 1	100%	1,612,884.00	1,612,884.00	186,288.10	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
IRDP:PH1: Kingston Town	Valostar 159	Level 1	100%	24,000.00	24,000.00	-	-
IRDP:PH1: Fairyland	Ncuthu Properties	Level 1	100%	114,000.00	114,000.00	-	-
PHP: New Siyazama	Broadway Timbers	Level 1	100%	1,698,174.60	1,698,174.60	-	-
PHP: Mbekweni Project 2	Ncuthu Properties	Level 1	100%	1,132,404.00	1,132,404.00	-	-
Subtotal				53 758 968.78		-	-
Langeberg Municipality							
IRDP:PH2 McGregor 496 Units	ASLA Construction	Level 2	96%	2,168,667.83	2,083,439.18	60,211.39	-
UISP: Robertson: Kenana	ASLA Construction	Level 2	96%	38,331,887.31	36,825,444.14	1,064,255.34	-
Subtotal				40,500,555.14			-
Stellenbosch Municipality							
IRDP:PH1: Idas Valley	ASLA Construction	Level 2	96%	4,662,052.18	4,478,833.53	129,438.29	-
IRDP:PH1: Klappmuts 1146 sites	WF Construction	Level 1	100%	2,563,527.80	2,563,527.80	-	-
IRDP:PH Franschoek (D Verdoes)	Title Deeds			-	-	-	-
Subtotal				7 225 579.98			-
Witzenberg Municipality							
IRDP:PH1: Vredebes	ASLA Construction	Level 2	96%	19,900,000.00	19,117,930.00	552,508.18	-
IRDP:PH2: Vredebes	ASLA Construction	Level 2		3,506,010.00	-	-	-
IRDP:PH2: Bella Vista	ASLA Construction	Level 2	96%	523,164.36	502,604.00	14,525.26	-
Subtotal				23 929 174.36			-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
Overberg District Municipality							
Cape Agulhas Municipality							
IRDP:PH1: Arniston 80 sites&67 units	ASLA Construction	Level 2	96%	56,615.00	54,390.03	1,571.87	-
IRDP:PH2: Bredasdorp Site F	ASLA Construction	Level 2	96%	21,833,517.50		606,190.80	-
Subtotal				21 890 132.50			
Oversstrand Municipality							
IRDP:PH2: Hermanus: Zweilhle	M-Cape	Level 2	95%	1,156,669.83	1,098,836.34	420,304.90	-
IRDP:PH2: Hermanus: Zweilhle	M-Cape	Level 2	95%	54,129.00	51,422.55	19,669.13	
IRDP:PH1: Gansbaai Blompark	M-Cape	Level 2	95%	13,171,551.00	12,512,973.45	4,786,212.34	-
IRDP:PH1: Beverly Hills 100 sites	M-Cape	Level 2	95%	2,004,127.00	1,903,920.65	728,249.65	-
IRDP:PH1: Masakhane 296 sites	M-Cape	Level 2	95%	8,449,062.00	8,026,608.90	3,070,177.90	-
IRDP:PH2: Hawston 378 sites	M-Cape	Level 2	95%	9,876,106.00	9,382,300.70	3,588,730.02	-
IRDP:PH1: Mount Pleasant TR1.1	No Contractor			426,431.00	-	-	-
INST: Swartdam Road				45,000.00	-	-	-
Subtotal				35 183 075.83			
Swellendam Municipality							
IRDP:PH1: Suurbraak 550 sites Tr1.1	33.30			632,176.00	-	-	-
IRDP:PH1: Buffeljagsriver	ASLA Construction	Level 2	96%	1,793,415.00	1,722,933.79	49,792.79	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19				
				Expenditure	HDI	Women	Youth	
IRDP:PH1: Ralton 32 sites Tr1.1	Feasibility-Planning			36,781.00	-	-	-	-
Subtotal				2 462 372.00				
Theewaterskloof Municipality								
IRDP:PH2: Grabouw Rooiadakke 434 units	Seven Sirs	Level 8	65%	381,025.00	247,666.25	-	-	-
IRDP:PH2: Grabouw Rooiadakke 1169 units	Seven Sirs	Level 8	65%	16,108,040.00	10,470,226.00	-	-	-
IRDP:PH1: Greyton Erf 595 Tr1.1	Land Issues			189,652.65	-	-	-	-
IRDP:PH2: Riversonderend 135 units	ASLA Construction	Level 2	96%	2,144,286.00	2,060,015.56	59,534.45	-	-
IRDP:PH2: Caledon Sidesaviwa	Power Construction	Level 1	100%	3,706,691.00	3,706,691.00	427,381.47	-	-
Soc&Econ: Botrivier: Comm Hall	Municipality to appoint a contractor			1,500,000.00	-	-	-	-
UISP: Grabouw Rooiadakke 1169 sites	Seven Sirs	Level 8	65%	2,803,435.34	1,822,232.97	-	-	-
IRDP:PH1: Beverly Hills	Municipality to appoint a contractor			502,332.00	-	-	-	-
PHP: Asande: Hillside 321 UNITS	Asande Civils	Level 1	100%	4,209,610.63	4,209,610.63	-	-	4,209,610.63
UISP: Riversonderend	ASLA Construction	Level 2	96%	635,957.80	610,964.66	17,656.88	-	-
UISP: Siyanyanzela	Municipality to appoint a contractor			800,546.57	-	-	-	-
UISP: 7Sirs: Irak	Seven Sirs	Level 8	65%	6,932,216.47	4,505,940.71	-	-	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
Subtotal				39 913 793.46			
Central Karoo District Municipality							
Beaufort West Municipality							
Beaufort West S1 513 units	ASLA Construction	Level 2	96%	62,187,000.00	59,743,050.90	1,726,574.17	-
IRDP:PH2: Beaufort West S8 - Transfers	ASLA Construction	Level 2	96%	66,845.00	64,217.99	1,855.90	-
Subtotal				62 253 845.00			
Prince Albert Municipality							
IRDP:PH2 Prince Albert 243 units	ASLA Construction	Level 2	96%	10,847,564.77	10,421,255.47	301,174.28	-
Subtotal				10,847,564.77			
Eden District Municipality							
Bitou Municipality							
IRDP:PH2: New Horizon/Hillview Farm(Land)	Land			792,077.20	-	-	-
Land: Wittedrift Farm 306	Land			7,220,737.20	-	-	-
IRDP:PH2: Kwanokuthula 441 units	Meyer and Verster	Level 4	80%	10,527,693.00	8,422,154.40	-	-
IRDP:PH1: Ebenhezer TR1.1	Land			1,492,470.00	-	-	-
Land: Qolweni Erf9834	Land			2,534,532.00	-	-	-
Land: Ebenhaezer	Land			47,582,580.50	-	-	-
Subtotal							

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
George Municipality							
IRDP:PH1: Pacaltsdorp Erf 325: Syferfontein	ASLA Construction	Level 2	96%	7,583,919.43	7,285,871.40	210,561.68	-
IRDP:PH1: ASLA: Erf 325: Syferfontein	ASLA Construction	Level 2	96%	18,142,058.47	17,429,075.57	503,700.28	-
IRDP:PH1: RAUBEX: Erf 325: Syferfontein	Raubex	Level 1	100%	24,590,126.96	24,590,126.96	2,709,831.99	-
IRDP:PH2: Thembaletu: 700 units	Lawula	Level 2	95%	22,985,588.75	21,836,309.31	5,459,077.33	-
IRDP:PH1: A Kiewitz: Thambalethu Tr1.1+1.2	Abrahams Kiewietz Incorporated	Level 1	100%	796,460.00	796,460.00	-	-
IRDP:PH1: Thembaletu Bungalow units	Abrahams Kiewietz Incorporated	Level 1	100%	7,067,887.00	7,067,887.00	-	-
Subtotal							
Hessequa Municipality							
IRDP:PH2: Diepkloof 122 units	ASLA Construction	Level 2	96%	431,997.50	415,020.00	11,994.08	-
Subtotal							
IRDP:PH2: Melkhoutfontein North	ASLA Construction	Level 2	96%	100,888.00	96,923.10	2,801.08	-
IRDP:PH1: Melkhoutfontein 600 sites Tr1.1	No Contractor			689,400.00	-	-	-
IRDP:PH1: Heidelberg Site 4 Tr1.1	No Contractor			217,161.00	-	-	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
Subtotal				1 802 821.14			
Kannaland Municipality							
IRDP-PH1: Calitzdorp Bergsig 692 sites TR1.1	ASLA Construction	Level 2	96%	429,622.00	412,737.86	11,928.12	-
IRDP-PH2: Calitzdorp Bergsig (transfers)	Title Deeds	Level 2	96%	631,815.83	606,985.47	17,541.88	-
Subtotal				1 061 437.83			
Knysna Municipality							
UISP(EHP) White Location (Fire Damages)	B&V Contractors	Level 8	65%	6,417,676.90	4,171,489.99	-	-
UISP: Knysna 1393 sites	Entsha Henra	Level 1	100%	490,700.77	490,700.77	88,326.14	-
IRDP-PH2: Knysna: Flensters & Robololo	Sikhulile Engineers (Sintech)	Level 4	80%	261,708.89	209,367.11	-	-
	Sinethemba Construction	Level 1	100%	252,237.87	252,237.87	252,237.87	-
	GD Projects (Gina Dyosi)	Level 1	100%	67,255.24	67,255.24	67,255.24	-
	B Spark Electric CX	Level 1	100%	21,204.05	21,204.05	10,602.03	-
	Ludify Supplies (Tabita Williams)	Level 1	100%	66,026.21	66,026.21	66,026.21	66,026.21
	Limise Designers Construction	Level 1	100%	191,295.74	191,295.74	-	-
IRDP-PH2: Knysna: Bloemfontein	A & P Civils	Level 1	100%	8,494,136.45	8,494,136.45	4,247,068.23	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
PHP: Knysna: Vision 2002 459 units	Sikhulile Engineers (Sintech)	Level 4	80%	3,310,177.92	2,648,142.34	-	-
	Ziniya Trading	Level 1	100%	64,938.65	64,938.65	64,938.65	-
	Sinethemba Construction	Level 1	100%	4,242.10	4,242.10	4,242.10	-
	B Spark Electric CX	Level 1	100%	69,929.33	69,929.33	34,964.67	-
	B Spark Electric CX	Level 1	100%	165,706.76	165,706.76	82,853.38	-
	Ludify Supplies (George Baartman)	Level 1	100%	664,723.25	664,723.25	664,723.25	664,723.25
	GD Projects (Gina Dyosi)	Level 1	100%	397,092.88	397,092.88	397,092.88	-
	Mpikwa Construction	Level 1	100%	397,588.43	397,588.43	397,588.43	-
	Ludify Supplies (Tabita Williams)	Level 1	100%	524,606.31	524,606.31	524,606.31	524,606.31
	TC Mantso	Level 1	100%	1,357,052.92	1,357,052.92	-	-
	Sinethemba Construction	Level 1	100%	394,984.38	394,984.38	394,984.38	-
	Limise Designers Construction	Level 1	100%	158,846.78	158,846.78	-	-
	Ziniya Trading	Level 1	100%	890,710.84	890,710.84	890,710.84	-
	GL Solomzi Trading	Level 1	100%	246,995.65	246,995.65	-	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
PHP: Knysna: Happy Valley	Skhokele Construction	Level 1	100%	284,340.82	284,340.82	142,170.41	-
	Sikhulile Engineers (Sintech)	Level 4	80%	1,974,508.00	1,579,606.40	-	-
	Sikhulile Engineers (Sintech)	Level 4	80%	5,997,297.24	4,797,837.79	-	-
	Skhokele Construction	Level 1	100%	108,741.63	108,741.63	54,370.82	-
PHP: Knysna: XOLWENI	B Spark Electric CX	Level 1	100%	14,265.29	14,265.29	7,132.65	-
	Ludify Supplies (George Baartman)	Level 1	100%	27,100.14	27,100.14	27,100.14	27,100.14
	GD Projects (Gina Dyosi)	Level 1	100%	27,879.84	27,879.84	27,879.84	-
	TC Mantso	Level 1	100%	30,013.63	30,013.63	-	-
	Sinethemba Construction	Level 1	100%	14,740.62	14,740.62	14,740.62	-
	Ludify Supplies (Tabita Williams)	Level 1	100%	27,397.84	27,397.84	27,397.84	27,397.84
	GL Solomzi Trading	Level 1	100%	145,873.57	145,873.57	-	-
	Ziniya Trading	Level 1	100%	87,377.44	87,377.44	87,377.44	-
	Limise Designers Construction	Level 1	100%	176,975.74	176,975.74	-	-
	B Spark Electric CX	Level 1	100%	149,849.30	149,849.30	74,924.65	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
	Ludify Supplies (George Baartman)	Level 1	100%	135,038.15	135,038.15	135,038.15	135,038.15
	GD Projects (Gina Dyosi)	Level 1	100%	65,172.76	65,172.76	65,172.76	-
	Ziniya Trading	Level 1	100%	129,066.07	129,066.07	129,066.07	-
	GL Solomzi Trading	Level 1	100%	1,500,344.00	1,500,344.00	-	-
	Ludify Supplies (Tabita Williams)	Level 1	100%	397,746.38	397,746.38	397,746.38	397,746.38
	Mpikwa Construction (Nosipho Mpikwa)	Level 1	100%	466,659.77	466,659.77	466,659.77	-
	Skhokele Construction	Level 1	100%	599,797.58	599,797.58	299,898.79	-
	Sinethemba Construction	Level 1	100%	723,844.51	723,844.51	723,844.51	-
	Limise Designers Construction	Level 1	100%	714,623.14	714,623.14	-	-
Subtotal							
Mossel Bay Municipality							
UISP: Mossel Bay NUSP	National Upgrading Support Programme			7,911,319.14	-	-	-
IRDP:PH1: Herbertsdale 154 Sites&Tops	Marnal	Level 2	95%	8,583,114.78	8,153,959.04	-	-
IRDP:PH1: Louis Fourie Corridor	Ruwacon	Level 2	95%	348,304.00	330,888.80	116,472.86	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19				
				Expenditure	HDI	Women	Youth	
Subtotal								
West Coast District Municipality								
Bergvliet Municipality								
EHP: Bergvliet: Fire Kits	JPB Construction (Nozomi 179)	Level 2	95%	870,534.20	827,007.49	82,700.75	-	-
IRDP:PH1: Eendekuil Tr1.1	No Contractor			91,602.00	-	-	-	-
IRDP:PH2: Veldrift: Noordhoek 107 uits	JPB Construction (Nozomi 179)	Level 2	95%	3,961,151.00	3,763,093.45	376,309.35	-	-
Subtotal								
Cederberg Municipality								
IRDP:PH1: Citrusdal: Riverview	ASLA Construction	Level 2	96%	14,412,501.00	13,846,089.71	400,151.99	-	-
IRDP:PH1: Lambertsbay	ASLA Construction	Level 2	96%	31,231,343.36	30,003,951.57	867,114.20	-	-
IRDP:PH2: Lambertsbay Erf 168 184 units	ASLA Construction	Level 2	96%	8,854,306.95	8,506,332.69	245,833.01	-	-
UISP: Clainwilliam Erf 279	ASLA Construction	Level 2	96%	3,282,840.00	3,153,824.39	91,145.52	-	-
Subtotal								
Matzikama Municipality								
IRDP:PH1: Lutzville Erf 1288 (Tr1.2)	ASLA Construction	Level 2	96%	919,344.00	883,213.78	25,524.88	-	-

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
IRDP-PH1: Vredendal North	ASLA Construction	Level 2	96%	17,256,653.86	16,578,467.36	479,117.71	-
Subtotal							
Saldanha Bay Municipality							
PHP: Simply/Dunamis: Diazville 107 units	Dunamis	Level 4	80%	9,384,109.40	7,507,287.52	-	-
PHP: Saldanha Bay: Diazville Security Services	High Speed Projects (MSO Security Services)	Level 2	95%	780,000.00	741,000.00	-	-
PHP: Nadeson: Diazville Prof Fees (GJ)	Nadeson Consulting Services	Level 2	95%	279,700.00	265,715.00	-	-
IRDP-PH2: Saldanha Bay Title Deeds(GJ)	Title Deeds			10,005.00	-	-	-
IRDP-PH1: Saldanha Bay Project Pipeline (GJ)	No Contractor			1,035.00	-	-	-
IRDP-PH1&PH2: Paternoster 202 sites&units	A & P Civils	Level 1	100%	6,029,458.00	6,029,458.00	3,014,729.00	-
Land: Louwville	IX Engineers	Level 1	100%	20,000,000.00	20,000,000.00	7,240,000.00	586,000.00
IRDP-PH2: Ongegend	Vicmol Construction	Level 1	100%	3,573,892.00	3,573,892.00	3,573,892.00	-
IRDP-PH1: WITTEKLIP TR1.1	CK Rumbol	Level 2	95%	1,327,569.00	1,261,190.55	-	-
IRDP-PH1: Georege Kerridge TR1.1	No Contractor			583,900.00	-	-	-
IRDP-PH2: Hopefield	TWB Plumbing	Level 1	100%	3,225,950.00	3,225,950.00	-	-
IRDP-PH2: Louwville TR1.1	IX Engineers	Level 1	100%	229,882.00	229,882.00	83,217.28	6,735.54

Project Description	Contractor	HDI Status Contractor Level	HDI Score	Actual Expenditure 2018/19			
				Expenditure	HDI	Women	Youth
IRDP:PH2: Laingville	RJM Civils	Level 1	100%	6,581,812.00	6,581,812.00	3,225,087.88	-
Subtotal							
Swartland Municipality							
PHP: Phola Park 245 units	New Africa	Non-Compliant	0%	1,625,122.00	-	-	-
IRDP:PH2: Riebeeck West 244 units	ASLA Construction	Level 2	96%	28,648,572.00	27,522,683.12	795,405.54	-
EHP: Swartland: 4 Damage houses	No Contractor			375,000.00	-	-	-
IRDP:PH1: Riebeeck Kasteel TR1.1 757 Sites	No Contractor			870,103.00	-	-	-
IRDP:PH1: Kalbaskraal TR1.1 146 sites	No Contractor			167,814.00	-	-	-
IRDP:PH1: Sibanye TR1.1 650 sites	ASLA Construction	Level 2	96%	950,287.00	912,940.72	26,383.99	-
IRDP:PH1: Sibanye (GI)	ASLA Construction	Level 2	96%	488,865.00	469,652.61	13,572.96	-
Subtotal							

