



**Breede River Winelands Municipality
Annual Performance Report**

Annual Report
CHAPTER 5

People at the center
of development



Infrastructure Development

Housing

The housing department within the Breede River Winelands Municipality plays a key role in providing an essential basic service i.e. housing delivery. Some of the other functions of this department include; rectification of defects, providing human settlements (informal housing), updating waiting lists, transferring ownership (rental and RDP/BNG Houses), processing subsidy applications, facilitating Housing Consumer Education, selling houses (rental stock) and processing applications for EEDBS. In addition to this, the department coordinates budget allocations by the Department of Local Government and Housing (DPLG & H).

This section focuses on addressing the need for adequate shelter across the municipality, and providing better quality living environments and affordable housing. It also has to ensure that basic services are provided in informal settlements; properties are transferred into the names of beneficiaries, as well as, selling houses and managing rental units. Currently there are an estimated 7969 families without proper housing and shelter. To address this backlog, the municipality needs to deliver 1594 housing units per year in the next 5 years.

The Breede River Winelands Municipality and the mayoral committee identified housing as a priority during the 2007/08 financial year and allocated 25% of the municipality's Capital Budget to housing delivery. Despite the municipality's commitment, there has been a slow housing delivery owing to delays in approval of Environmental Impact Assessment (EIA) for housing projects.

Performance 2007/2008

Despite the challenges faced by the housing department, the following were achieved during the year under review:

- Delivery of 27 housing units in Olien Street.
- Relocation of 111 Informal Settlement structures in (noe 144), Bonnievale.
- Basic services were provided to 152 informal settlements in Bonnievale and Montagu.
- Significant progress was made in the relocation of 92 McGregor backyard dwellers into informal settlements with basic services.
- Through the rectification and upgrading project, 63 houses with defects were restored and improved, 42 of the restored houses are in Robertson.
- A total of 335 houses were transferred to their rightful owners throughout the Breede River Winelands area. Ownership transfers took place in the following areas: Ashton & Zolani (74), Bonnievale (2), Montagu (9), McGregor (2), and Robertson (248).



Challenges

Slow housing delivery in Breede River is attributed to the following challenges:

- Delays in the approval of housing projects by the departments of Local Government and Housing and Environmental Affairs.
- Obtaining of UIF (Unemployment Insurance Fund) Certificates from the Department of Labour, which are needed to verify the employment status of the beneficiaries.
- Shortage of trained and qualified personnel.
- Shortage of funding to do the necessary rectification on houses.
- Acquisition of personal documentation for beneficiaries.
- Signing of documents with attorneys for housing transfers.
- Inadequate vehicles to perform housing inspections.
- Refusal by beneficiaries to sign Sale Agreements and assume ownership due to defective RDP and rental houses.

Future plans & priorities

The department will focus on the following priorities in the 2008/2009 financial year:

- Land acquisition for further projects.
- Installation of services to all land identified for housing projects.
- Rectification programmes on defective municipal & RDP/BNG houses that are not yet transferred to beneficiaries.
- Transferring of all houses to beneficiaries.
- Construction of houses in Robertson and Zolani.



Electricity Services

The national government has set the regulation with regards to providing free basic electricity to alleviate pressure on indigent people. The Breede River Winelands Municipality provides 50 free units to indigent households with a monthly income of $\leq R870$ and 20 free units to indigent households with a monthly income of $R870 < \leq R1740$.

The minimum standard of service requires that infrastructure be in place so as to allow the community access to electricity and be provided with basic lighting. The municipality has implemented numerous projects and programmes to ensure sustainable provision of electricity to 18122 Breede River Winelands Municipal consumers.

The department provides an electricity service, which includes bulk services, reticulation, and maintenance. It also provides maintenance of electrical installations to municipal buildings. In addition to this, the unit manages major electrification projects through the Integrated National Electrification Programme (INEP).

Objectives of this department

- Of all the capital projects due to be completed by the end of December 2008, the only project that will not meet this target is the Robertson Main Substation Phase 2 Upgrade and Feeder Protection at Ashton Main Substation with completion envisaged for the end of June 2009.
- To maintain a good quality electricity supply to all consumers.
- To maintain a good standard of street lighting to the community.
- To increase the public's satisfaction levels with regards to services rendered by the department.
- To maintain municipal vehicles and equipment so as to ensure a quality service delivery to the community.

Performance 2007/2008

The department has achieved all its annual targets and listed below are some highlights:

- Successful reduction of energy losses to 8.46% against the target of $< 8.8\%$.
- During the financial year, 36 houses were electrified in Ashton, Bonnievale, Montagu, McGregor and Robertson. A target of 120 houses could not be reached due to delays in the construction of new houses.
- 50 streetlights were erected at electrified RDP houses in Ashton, Bonnievale, Montagu, McGregor and Robertson.
- The municipality also enjoyed an improved quality of electrical supply to households through the upgrading of low voltage lines in McGregor, installation of miniature substations in Hospital Street, Montagu, and upgrading of 11 kilo-volt lines in Ashton and Robertson to improve supply quality to 176 consumers.
- 1265 prepaid meters were replaced.
- A comprehensive electricity saving strategy was developed and this saw lights in municipal buildings being replaced with energy-saving alternatives. Through an Eskom energy-saving initiative, 24000 lamps were exchanged in the Breede River Winelands Municipality. Large energy consumers were sensitised to the alarming national energy situation and some reductions in energy consumption have been detected. The municipality is currently replacing streetlights with more energy-efficient alternatives, through all these efforts; total electricity savings achieved as of July 2008 were 5.6% against the target of 10%.



Civil Engineering (Roads, Water, Sewerage and Stormwater)

The Civil engineering department manages 227.86 kilometres of local roads, and 53.3 kilometres of underground storm water systems. The national government has an infrastructure development imperative to which the Breede River Winelands Municipality must focus and align its resources. With this in mind, the Civil Engineering Department has been tasked with the responsibility of managing roads, water, sewerage, storm water, building, irrigation water portfolios, as well as the Municipal Infrastructure Grant (MIG) and the Extended Public Works Programme (EPWP).

Objectives of the department

- Water - provision of high quality standard drinking water to the community through bulk water services, water purification, reticulation, and maintenance of water infrastructure.
- Sewerage - provision of high quality standard sewerage services to the community through reticulation, sewerage purification, and maintenance of sewer infrastructure.
- Roads and Stormwater – responsible for tarring new roads and maintenance of existing roads, and managing labour-intensive reticulation, as well as maintaining storm water systems.
- The department provides an irrigation water service to properties in Robertson and McGregor.

Performance 2007/2008

During the year under review, the department completed all its major projects. These include:

Water Services

- Water quality has been maintained to acceptable national standards (SABS 0241 standards).
- Target for water was exceeded and water loss reduced to 12.09%, far below the national target of < 20.
- All households in the Breede River Winelands Municipality have access to metered water within 200 meters.
- Fire Hydrants were installed in Ou dorp and Montagu.
- Water purification works were upgraded in McGregor.
- Emergency Powerplants were completed.

Sanitation

- All households (100%) in the Breede River Winelands Municipality have access to sewerage services.
- All households (100%) have access to basic levels of sanitation.
- Major upgrading of existing sewerage outfall works were undertaken and completed in Ashton, Robertson, Bonnievale.
- Pump stations were upgraded in Bonnievale.



Roads and Stormwater

- In 2007/2008, the municipality embarked on major road and stormwater projects; the budget was expended on building new and maintaining existing roads, and on upgrading stormwater systems.
- The following roads were tarred; Jasmyn Street, in Ashton, Klaaslaan in Zolani, and Lang Street in McGregor and Skerpioenkop in Montagu were rebuilt.
- Major stormwater projects included; the upgrading of Nel Street in Montagu, Droëheuwel in Môreson, and Nkqubela stormwater upgrades in Robertson.
- As a result of relatively old water and sewerage systems, pipe bursts occur regularly thus increasing complaints (about water, sewerage, roads and stormwater) to 32/quarter above the acceptable norms of <15/quarter.

Street Name	Street length	Progress/Status
Sweatpea Street	57m	completed
Roosmaryn Street	121m	completed
Nonyawaza Street	205m	completed
Nyamana Street	232m	completed
Rorwana Street	237m	completed
Mabombo Street	274m	completed
Mpini Street	144m	completed
Ngonyama Street	28m	completed

Town Planning

Land Management, Spatial Planning, Building Control, Administration of Valuations and Geographic Information Systems, guide the Breede River Winelands Municipality on planning, environmental and sustainable issues to ensure that the development of the Breede River Winelands enhances the economy, promotes integration of communities and improves the quality of life for all citizens. The primary responsibility of this department includes inter alia; processing building plans, land use applications, and ensuring compliance with environmental statutes. The department also assists in public projects such as housing developments.



Land Use Management

Ordinance 15/85 regulates Land Use Management; Land Use Management, whereby applications for subdivisions rezoning, departures and consent use ect, are being evaluated. The above ordinance also gives legal status to Zoning Schemes, i.e. regulations, zoning maps and registers. There are at present, different zoning schemes for Ashton, Montagu and Robertson, whereas Bonnievale. Montagu, and rural areas are subject to the standard zoning regulations for the Western Cape (Section 8 Zoning regulations).

Performance 2007/2008

- The department has in terms of section 9 of the Land Use Planning Ordinance, 15 of 1985, embarked on a process to combine the different zoning schemes within the municipal area into one zoning scheme and compile an updated zoning map in accordance with the IZS.
- This IZS will replace the existing section 7 and 8 zoning map schemes currently applicable within the boundaries of the municipal area. The final draft documents and plans are now available for public comment. Only after the approval of the final draft by Council will the documents be sent to the province in early 2009 for approval.
- The town planning section received and processed 125 (86 urban, 39 rural) planning applications between July 2007 and June 2008. This includes applications for rezoning, consent use, departures and applications for subdivision.
- The department received a sizeable number of applications for home enterprises (guest accommodation facilities, mobiles) and second dwellings.
- 9 applications were not approved due to non-compliance with the Council and/or the province's policy.
- 69 applications received from the rural areas were evaluated and approved. These applications were processed ± 2-3 years ago and were only finalised during the year under review due to prescribed procedures.
- The Council also approved an application for a golf estate (Montagu). It entails; 4 fairway lodges, 49 cottages, 3 studios, 1 lifestyle centre, and 27 golf lodges. Developers also showed an interest in the property market and three applications were received for major developments in Montagu, Robertson and Bonnievale.
- A subdivision policy was developed, approved by Council, and successfully implemented during the year under review. The policy ensured that through the subdivision, minimum sizes and dimensions for erven were adhered to and urban densification promoted. Through this policy, new erven cannot be smaller than 75% of the average erf size in the immediate surroundings.



Spatial Planning

The municipality is constitutionally bound to develop policies that enable sustainable development while promoting economic and social development throughout the municipality. The Breede River Winelands Municipality adopted a Spatial Development Framework on April 28th, 2004 to guide future development investments and implement guidelines relating to bioregional planning.

In view thereof the municipality intends to update its Spatial Development Framework (SDF) in accordance with the bioregional planning approach advocated by the Provincial Government of the Western Cape (PGWC). This approach refers to land use, planning, and management that promotes sustainable development by recognizing the relationship between, and giving practical effect to, environmental integrity, human-well-being and economic efficiency within a defined geographical space, the boundaries of which were determined in accordance with environmental and social criteria.

Performance 2007/2008

- BKS (Town Planning Consultants) has been appointed to update the Breede River Winelands Municipality Spatial Development Framework and the project has rolled-over into the 2008/2009 financial year.
- Council approved a policy document to determine the urban edges for all five towns in the municipality. The primary aim of this study is to control urban expansion, and to preserve and protect the environment (agriculture and conservation), and is now successfully implemented.
- No other rural settlements (i.e. Uitsig in Bonnievale) have been considered, as these would have to be assessed as part of the planned revision of the SDF, where the viability of rural settlement, and urban development outside the 5 towns will be viewed within a broader regional spatial development perspective.

The municipality's objectives for the determination of the urban edge are as a result of the following existing needs:

- Pressure to expand the footprint of urban development into "green field" areas, thereby contributing to an urban sprawl.
- The need to provide certainty to officials, land-owners, developers and residents regarding the limits for urban expansion.
- The need to plan and to implement land use management guidelines for areas inside the urban edge.
- The need to protect the sense of place, heritage, and environmental quality and sensitivity of areas affected by future urban growth prospects.

The project was therefore structured to provide the following outputs/products:

- Determine an urban edge for the medium term.
- Determine the urban edge with a view to inform a revised SDF.
- Determine the urban edge incorporating land use management proposals for land near the edge.
- Determine the urban edge.



Building Control

Systems and processes have also improved over the performance year and town-building plans were processed faster. There was a slight decrease in building activities in the municipal area and this is reflected by building plans that were received.

Category	2006/2007	2007/2008
Building plans approved	637	678
Encroachments approved	88	64
Encroachments not approved	9	53
Building plans not approved	15	5

Valuations

Responsible for the administrative arrangements of the general and supplementary valuation rolls (urban and rural) in terms of Section 49 (1) (9) (i) of the Local Government: Municipal Property Rates Act, 2004 (Act No.6 of 2004).

Performance 2007/2008

- The chairperson certified two supplementary rolls.



Integrated Spatial Management Information System (ISMIS)

A central component of the project is the integration of various data sets from departments (which include Town Planning; Building Control; Treasury and Engineering Services) with external data such as Deeds and Surveyor General Data, with a Geographical Information System (GIS). The project is co-funded by the municipality and the Development Bank of South Africa (DBSA).

Performance 2007/2008

- To date, three phases have been completed, of which a fourth phase is in progress.

The various aspects that received attention during 2007/2008 are as follows:

1. Property Base Map: as base map data (which includes properties which are subdivided and consolidated; updates to street names and property descriptions) are updated within the municipality, such information is captured in CAD format within the municipality, sent through to GIS Global Image and updated onto the central ISMIS.
2. Town Planning data: the municipality is currently in the process of updating the Town Planning Scheme. During this process, GIS Global Image has been assisting the municipality and the appointed Town Planning Consultant, in capturing the zoning data in GIS format.
3. ISMIS software: various updates and software enhancements to security features within the software have been addressed as indicated by the municipality. This software has been installed on the local GIS server but has, however, not been deployed due to software testing and training schedules that need to be finalised.
4. Deeds data: updated Deeds data sets were purchased from the Deeds Office, and integrated within the system. This data will be accessible, with the latest software update to be released.
5. Surveyor General data: all property diagrams (in image format) were received from the Surveyor General office, and integrated into the system. Diagrams were linked on a per property basis, to ease access to images. This data will be accessible, with the latest software update to be released.
6. Training: officials were trained on an ad-hoc basis and as required by officials in the municipality. With the release of the updated software, training schedules will be finalised.

Future Plans and Priorities

The updating of the SDF and approval of Zoning Scheme Regulations are rollover projects that have to be completed and approved by Council and the provincial government.

The determination of floodlines in McGregor and Montagu are crucial, as it will give adequate information to the public and Council regarding the possibility of floods and other risks involved.

It is also necessary to capture and update all outstanding electronic data for the GIS programme as well as the expansion of the system.



COMMUNITY SERVICES

Library and Auxiliary Services

The department is responsible for libraries, swimming pools and community halls.

Libraries

The Breede River Winelands Municipality has nine libraries under its jurisdiction situated in Bonnievale, Happy Valley, Montagu, SunnySide, Ashton, Zolani, Mountain View, McGregor and Robertson. These libraries have approximately 15,571 members; of which 5,132 are children and 10,439 are adults. This is a -2.68 % decrease in membership from the 2006/2007 financial year.

Libraries circulated a total of 364,480 books the 2007/2008 financial year. More than 15,571 people borrowed 261,855 adult books, 92,060 children's books, 10,565 magazines, 1,899 CDs and tapes, and 4,580 videos and DVDs from the seven libraries. This is a 3.47% increase in circulation from 2006/07 financial year.

The department committed a R130 000.00 maintenance budget on minor and major upgrades in all libraries, these included garden revamps, re-roofing and cement rework, and interior upgrades included carpet replacing, painting walls, fixing toilets and re-ceiling. A further R122 408.00 was committed and spent on furniture and equipment.

Swimming Pools

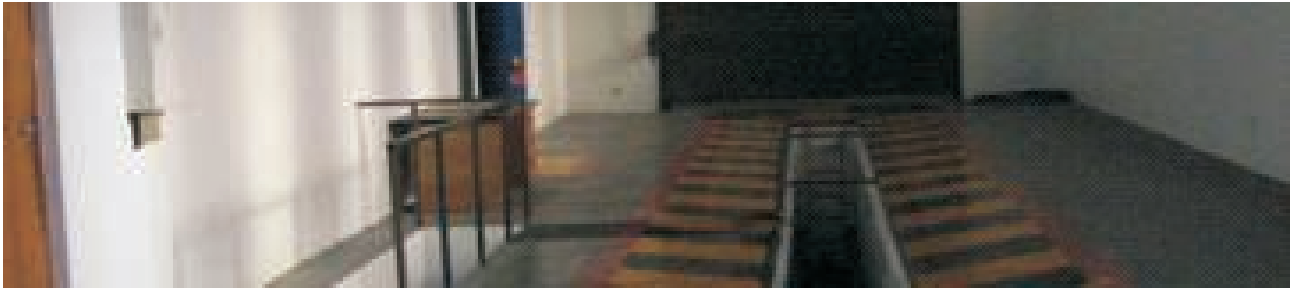
The municipality has 2 swimming pools in Robertson. There is no official record for visitors in swimming pools, however, the municipality has generated more than R118 412.50 in revenue. The Dirkie Uys Street and the Robertson North swimming pools received upgrades ranging from revamping toilets and cloak rooms, tiling and painting, installation of security controls (burglar bars), as well as, improvements to external recreational space such as construction of braai areas. The department expended R158 312.77 to complete all maintenance work.

Community Halls

Breede River has ten community halls; Barnard, Zolani, Happy Valley, Wilhelm Theys Avenue, Nkqubela and Robertson community halls, Chris van Zyl and Hofmeyr halls, as well as, Ashton and Robertson town halls. It is the department's responsibility to ensure that all Breede River community halls are fully utilised and well maintained to acceptable standards.

During the year under review, 1,404 functions and meetings were held in municipal halls. A total of 1 complaint was received from the public regarding the condition of halls.

The department allocated and spent R498 135.54 to maintain libraries. Maintenance work done ranged from garden upgrades, painting walls, and building a wheelchair ramp. Internal refurbishing work included fixing toilets, sanding wooden floors, painting walls, and putting up new curtains. New equipment and furniture was also purchased.



Traffic and Licensing Services

The Breede River Winelands Municipality's traffic and licensing department is dedicated to delivering superior law enforcement services through a partnership-approach with the communities it serves. It aims to create a safe and secure environment for all residents, citizens and visitors within the municipality through the provision of effective traffic policing and law enforcement.

Some of the tasks performed by the department include processing applications, registration (e-NaTis) and issuing of learners/driver's licenses. Furthermore, this department ensures that the following get done; registration of motor vehicles, issuing of fines, managing point duties during emergencies, marking roads, erecting road signs, testing motor vehicles for road worthiness, serving of summonses and executing warrants of arrest, as well as patrolling schools. An overall responsibility of enforcing the law in Breede River rests with the above-mentioned unit.

Performance 2007/2008

During this financial year the department achieved the following:

- Upgrading traffic facilities in Ashton to include the extension of the parking area, renovation of the Vehicle Testing Centre and fitment of new equipment.
- Maintaining a learners/drivers' license application turn-around time of two months.
- Executing and serving approximately 252 summonses and warrants of arrest.
- Replacing road signs and repainting road markings in all towns. Approximately 60 kilometres of roads were marked and about 25 road signs were replaced in each town of Robertson, Ashton, Bonnievale, McGregor and Montagu.
- Learner's and driver's licenses were introduced in Bonnievale; 252 and 72 applications were processed respectively.
- School education programmes were carried out and reflective bands, to increase pedestrian visibility and reduce accidents, were given out in 12 schools and approximately 2,500 pupils participated.
- Road safety consciousness training was conducted in 52 schools and 6 pre primary schools.
- A learner's license program carried out at Zolani and Montagu schools to prepare pupils for driver's licenses benefited 40 and 45 school pupils respectively.

Challenges

The challenges facing the Breede River Traffic and Licensing Department are as follows:

- Financial constraints.
- Under-resourced (including supervision).
- Theft, fraud, and corruption.
- Shortage of technical support (drafting of plans/drawings).
- Inadequate facilities.



Disaster Management and Fire Services

The department seeks to create a safer environment through the provision of world-class, seamless, and cost-effective emergency services to all communities of the Breede River Winelands Municipality.

This objective is realised through the provision of fire fighting and disaster management services and an effective 24-hour emergency call centre. Citizens are provided with easy access to emergency services, and are assured of a speedy response to emergency and disaster situations.

All department's services are aligned to Section 84(1)(j) of the Local Government: Municipal Structures Act, Act 117 of 1998, Disaster Management Act No 57. (Act 57 of 2002) and the National Disaster Risk Management Framework.

The department operates in terms of the Fire Brigade Services Act and its functions are as follows:

- To prevent the outbreak or spread of a fire.
- To fight or extinguish fire.
- To protect life or property against fire or other threatening danger.;
- To rescue life or property from a fire or other dangers.

Performance 2007/8

To improve service delivery the department made significant investment in infrastructure and equipment as indicated below:

- A new fire truck was purchased at a cost of R2 040 887.69.
- State of the art 24 Hour Call Centre was established and became fully operational on 1st December 2007. Citizens report complaints and log emergency calls to the same telephone number 0860881111.
- For rapid mitigation and improved communication between services and towns during emergencies, radio repeaters and infra-structure were installed at R591,768.82.
- 24-hour fire fighting facilities were established in the eastern and western regions of Breede River Winelands Municipality. They are located in Ashton (Breede River Winelands Municipal Fire Services) and Robertson (Cape Winelands District Municipality Fire Services). The Service is operated through a Mutual Aid Agreement meaning that both the fire services (Cape Winelands and Breede River Winelands) perform all fire fighting activities in the allocated areas (east and west).
- The department responded to a total of 179 fires compared to 168 fires during 2006/07 financial year.
- The Breede River Winelands Municipality reduced the reaction time to fires reported to 3-22 min, a significant improvement from 15-40 min during 2006/07.
- Approximately 704 building plans were scrutinized for fire safety purposes in accordance with the National Building Regulations.
- During 2007/2008 four individuals were affected in two motor vehicles accidents (responded to by the Municipal Fire Brigade Services).

Challenges

- Acquiring sufficient number of fire fighting vehicles for all towns.
- Appointing staff in accordance with pre-determined weight of response requirements.
- Obtaining sufficient finances on the budget to incrementally meet objectives.
- In the face of financial constraints, devise a strategic fire protection plan to meet objectives.
- Financial constraints – an initial sizeable investment is needed for a new service.



Priorities for 2007/8

- Acquiring facilities for staff and fire fighting vehicles for Robertson.
- Devise an executable Fire Protection Plan for the Breede River Winelands Municipality.
- Devise an executable Corporate Disaster Management Plan for the Breede River Winelands Municipality.
- Ensuring that Disaster and Fire Services are performed in terms of applicable legislation and standards.

Environmental Services

The Department of Environmental Services endeavours to provide a sustainable, equitable, efficient, and cost-effective variety of services to all communities and businesses. These include; cleansing, parks and recreation, and environmental control.

Cleansing

The cleansing unit is responsible for co-ordination of infrastructure and cleansing services, i.e. domestic refuse collection (from formal and informal households), recycling waste, collecting garden refuse, co-ordinating drop-off area services, transferring and composting organic domestic refuse.

Performance 2007/2008:

The unit achieved the following:

- The municipality has an Integrated Waste Management Plan.
- All streets in the municipality received a daily, weekly, or monthly cleansing service depending on traffic in the areas.
- A joint cleansing project with the Local Canning Factory to clean and beautify the municipality was embarked upon.
- Waste was re-used, re-cycled and disposed of. A total of 18% was recycled.
- The municipality produced between 6000m3 and 8000m3 during 2007/2008 through the composting of organic waste material thus minimising the total waste by +-18%.
- To contain litter and waste in various communities, 22 x 4m3 skips, 10 x 9m3 skips, and 12x 6m3 were purchased.
- Landfill sites in Ashton, Montagu, Bonnievale and McGregor are maintained fortnightly and optimally used as informal transfer stations collecting domestic waste from businesses and farms. The waste is thereafter transported to Ashton landfill site for disposal. A new transfer station is to be built in McGregor and R100 000 has been set aside for detailed planning and permit application (2008/2009).
- Approximately 60 illegal dumping sites per month are cleared and thus far no one has been charged with illegal dumping.
- All public toilets are cleaned daily and kept in good working condition for public usage. Rigorous control over facilities has minimised vandalism.
- The Breede River Winelands Municipality was the first runner up in the 2007 Cleanest Town Competition.



Parks and Recreation

The municipal parks and recreation unit develops, and maintains, zoned public open spaces such as hiking trails, recreational areas, sports grounds, play parks, and fences. It is also responsible for planting, pruning trees and shrubs, and mowing of grass.

Performance 2007/08

A number of additional projects were completed through the Ward Allocation system.

- Hiking trails and picnic areas in Robertson and Montagu are consistently maintained.
- Happy Valley, Van Zyl, and McGregor sports fields were upgraded.
- To beautify the environment, minimize carbon dioxide (CO₂), and to enhance tourism, approximately 360 trees were planted in the entire Breede River Winelands Municipality. Trees were planted along main roads, in townships, parks, cemeteries, and in open areas; examples of the type of trees planted are fruit and ornamental.
- Three play-parks were developed, fenced, and fitted with new play equipment, irrigation systems were installed and trees planted.
- In Ward 9, Cogmanskloof, a play-park was upgraded.
- In Ward 10, Zolani, a recreational park was upgraded including fencing of the braai area and building of an additional one.
- For Ward 5, McGregor, play-park equipment was purchased but has not yet been installed.
- In Ward 3, Dorpsig, a play-park was also upgraded complete with play equipment, water points were installed and trees and grass planted.

Cemeteries

The cemetery unit develops and maintains cemetery facilities that promote dignity and respect to communities. New cemeteries aim to cater for special needs while meeting landscape, infrastructural and environmental standards and objectives. Existing cemeteries will also be extended accordingly.

Performance 2007/2008

- New sites for cemeteries with a 20 to 30 year lifespan have been identified in Bonnievale and Montagu.
- Old cemeteries in Montagu, Bonnievale, Robertson, and McGregor were fenced.
- Cemeteries were well-maintained, de-weeded, extra excavation material supplied, grass cut, plants watered and trees planted.
- Excavation of graves and building up of new ones, as well as opening and closing of graves.
- Approximately R283 028.87 in revenue was earned through application of tariffs.



Environmental Control

The unit is responsible for the control of animals, pest and vector control, health and waste education, and management of hazardous waste. Animal control is managed in collaboration with the Society for the Prevention of Cruelty to Animals (SPCA).

Performance 2007/08

- The department runs waste education and awareness campaigns, through newsletters, whenever there is change of routine in collection of waste or if there are any changes in waste strategy.
- The municipality received less than 0.02% hazardous waste during 2007/2008. It does not accept or handle hazardous waste on landfill sites; traders are responsible for the removal of hazardous waste.
- Less than 10 complaints or inquiries were received by the department.

Challenges

The following challenges hindered service delivery progress in the department:

- Financial constraints.
- Complexities regarding Environmental Impact Assessment for cemeteries, landfill sites, and transfer stations.
- Permit approval for landfill sites.
- Human resource shortcomings.
- Unavailability of skilled applicants for key positions.
- High costs of maintaining sporting facilities.

Priorities for 2008/2009

In 2008/ 2009 the department plans to deliver on the following projects:

- Construction of a recycling plant.
- Collection of raw materials from all towns to Robertson compost plant.
- Upgrading of sports facilities.
- Establishment of a Sports and Recreation Council.
- Implementation of a cleaning programme, utilising contractors.
- Winning the cleanest town competition.



Chief Financial Management

Income-Salaries-Creditors

The department is comprised of the following sections; income, salaries, and creditors, against which the performance of the 2007/2008 financial year is reported:

Income (Services, Rates & Credit Control)

This unit ensures that correct and accurate accounts for municipal services (elect, water, sewage & refuse and property tax) are delivered and payment is collected against billing. Moreover the unit implements rigorous credit control procedures on accounts in arrears and identifies indigents.

Salaries

The unit runs the payroll and provides operational support while maintaining a well run and efficient pay office to ensure timeous payment of salaries to councillors and Council employees.

Creditors

Issuing of orders, paying creditors, and budget control are the primary responsibilities of this department.

Performance 2007/2008

The department has seen successes in the following:

Income

- Timeous monthly electricity and water meter readings are taken, and levying of accounts is around the 15th of each month.
- Meter readings are undertaken between 10th and 25th, they are, however, not always finished on time in Montagu/Zolani where the work is undertaken by a contract meter reader.
- There are ±184 pre-paid water meters, ±11,930 pre-paid electricity meters, approximately 12,500 water meters, and 4,500 electricity meters that were read on a monthly basis during 2007/2008 financial year.
- Accounts offices in the municipal area received about 12 account queries on accuracy and correctness of service accounts.
- There are 5 municipal pay points and 12 paypoints at local businesses for an after hours service for pre-paid electricity and payment of accounts.
- Approximately 80,000 – 100,000 receipts are issued monthly by all paypoints.
- Debit raising is performed on the 15th and accounts are mailed within 6 days of debit raising.

Rates

- As from 1st July 2007, (2007/2008 financial year), a new General Valuation was introduced and implemented in terms of the Municipal Property Rates Act No 6 of 2004 Properties 2004.
- This involved the revaluation of approximately 2,376 rural, and 13,284 urban, properties in the Breede River Winelands Municipality.
- The valuation of (R5,269,223,590) resulted in (R33,285,230) rates being levied. Rebates, according to rates policy, were R19,493,197.
- Approximately 1,000 rates clearance certificates are issued annually.
- 12,880 annual accounts levied at about 15th July each year for payment either annually or monthly.

Credit Control

- Responsible for credit control measurements on outstanding accounts and identifying indigents.
- Through the debt management policy the municipality improved the recovery rate to 95%.
- Indigent households were identified and are at approximately 4,713 (3852 with income \leq R840.00).
- Outstanding amounts owed by indigents were written off.
- The municipality has a 40% rebate policy on property tax for pensioners (60 years and over) with an income of \leq R2500 per month.

Creditors

- To ensure efficiency, all municipal creditors are paid within 1 month either by cheque or bank transfer.
- The unit receives and processes requisitions and issues \pm 500 orders per month.
- Approximately 450-550 cheque payments, and 120-160 electronic transfers, are processed monthly.

Salaries

- Salaries of \pm 650 employees are transferred electronically to bank accounts of personnel and councillors on a monthly basis.
- The unit performs bank transfers for third party payments.

Key Projects

During 2007/2008 the municipality embarked on a pre-paid water meter installation project in all major towns. The project received massive objection and disapproval from communities in Montagu and has since been discontinued. The procurement of meter reading equipment was completed in April 2008.

Long term contracts

The following are major multi year contracts the municipality concluded during the 2007/08 financial year:

Contractor	Project	Project Value
D Payne Waardeerders	Valuation	R217 947.00
Metvalue	Transfer/verify valuations	R 47 860.00
Georeality	Credit Control	R 70 224.00
R-Data	Financial system	R316 381.00



Information and Communication Technology (ICT)

The Information and Communication Technology unit is responsible for the maintenance of all servers, computers, printers and communication networks for the Breede River Wine Lands Municipality

Performance 2007/2008

During 2007/2008 new printers and computers were sourced and networks were expanded.

Future plans and Priorities

The department will appoint a second technician to ensure that the hardware, software, and network are maintained promptly.

Supply Chain Management

The department is responsible for implementing the Council's Supply Chain Policy and compliance with section 11 of the Municipal Finance Management Act (MFMA).

Performance 2007/2008

- A number of initiatives were undertaken over the last financial year, including the acquisition of a Supply Chain Software Program.
- A service provider was appointed to train and capacitate SMME's and BEE's companies in the completion of Tender Documents and basic costing. A total of 76 people from all 5 towns attended the training.
- Over 50% of SMME's were utilised as a total of overall procurement.
- A SMME (local) and BEE database was developed and completed.

Future Plans and Priorities

Going forward, the department will establish the Supply Chain Unit and appoint appropriate personnel. The focus will be on effective handling of all supply chain processes for purchases up to a value of R200 000.

Municipal Manager's Office

Internal Audit

Breede River's Internal Audit department has been established in terms of sections 165 (i) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003).

The main purpose of the Internal Audit is inter alia:

- To ensure that risks are identified and managed properly.
- To ensure that correct and accurate financial, management, and operational control systems and procedures are in place to enable management to gain trustworthy information useful in decision-making processes.
- To evaluate the performance management system and performance reports.
- To control policies, regulations, and procedures in terms of prescribed guidelines and applicable laws.
- To ensure that high quality service delivery takes place by the economic and efficient utilisation of available resources.
- To implement the processes and procedures on an ongoing basis according to Council policy.

Performance 2007/2008

In promoting good corporate governance in the municipality, the department has achieved success in the following areas:

- In March 2008 the department developed a Financial Risk Analysis questionnaire to ascertain the level of financial risk in each directorate in the organisation.
- An internal audit plan for the 2008/2009 financial year was prepared with input from the financial risk analysis and the audit plan was approved by the municipal manager and the Audit Committee.
- Through this Audit Plan a range of areas in the municipality were investigated and four hundred and six internal memorandums were drafted covering a wide range of aspects due to be investigated in the 2008/2009 financial year.

Audit Committee

Breede River's Audit committee was established on the 1st August, 2006 and members were appointed for a period of 3 years in terms of Section 166 (1) of Act 56 of 2003 – Local Government: Municipal Finance Management Act, 2003.

The Audit Committee is responsible for the oversight of internal controls, financial reporting and compliance with regulatory matters. The committee should mainly make recommendations to management, including, the following:

- Review the effectiveness of the Council's system of internal control and risk management.
- Review the financial reporting.
- Review of the financial statements.
- Review the Internal Audit function.
- Review the Auditor General's report.
- Review the Council's compliance with legislation and regulation.
- Review the Compliance with the Council's Code of Conduct and ethics.
- Performance Management.

During 2007/2008 the committee had three members: Dr B van Rensburg (Chairman), Mr P Dreyer, and the third committee member position was vacant. The committee convened two meetings, on the 7th December 2007 and 9th May 2008. Attendance at the meetings was 6 and 5 respectively.



Integrated Development Plan and Performance Management

The primary responsibility of the department is to facilitate development and implementation of the Integrated Development Plan (IDP) and Performance Management (PM). The department has to ensure that the Integrated Development Plan (IDP), the Service Delivery Integrated Development Plan (SDBIP), and the budget, are well aligned and that all legislations and policies relevant to the above-mentioned instruments are complied with. In so doing, the department facilitates the expedient identification of community needs, which must be prioritised accordingly and incorporated into the IDP.

Performance 2007/2008

- The IDP and the SDBIP were completed within the statutory timeline.
- Section 57 Employment contracts were concluded within the prescribed deadline.
- Facilitated in prioritising community needs and incorporated them to the IDP and Budget.
- All Ward committee were involved in identifying community needs and projects.
- Communities were given feedback on the progress of their ward projects through the ward committee meetings.

Challenges facing the department:

- Insufficient capacity to facilitate community meetings.
- Lack of cooperation from other departments in providing information to ward committees.
- Absence of both the organisational and individual management systems within the municipality.

Local Economic Development (LED)

Manager: Special Projects

The department is responsible for developing, and implementing programmes and projects that promote economic development opportunities for all citizens in the Breede River Winelands Municipality. Against this backdrop, the department facilitates economic activities of the municipality with a primary focus on increasing trade and investment, Black Economic Empowerment (BEE), small businesses enterprises, entrepreneurship, youth participation, companies run by women and the physically challenged.

The department achieves economic development for the municipality through tourism, rural development, land reform, and other special projects. During 2007/2008, the department focused on the following priorities:

- To manage tourism development to ensure economic growth.
- To support programmes to address unemployment.
- To initiate skills development.
- To support rural development.
- To support land reform and food security projects.

Performance 2007/2008

The department succeeded in various projects during the financial year under review and some of these include:

- Supporting the Graham and Rhona Beck Skills Centre.
- Transformation of the tourism sector.
- Supporting of emerging businesses.
- Rural development and implementation of the Gelukshoop Farm project.

Special Projects for 2007/8

Project	Achievement	Status	Budget/ Econ Value	Spent / Income
A) The regeneration of Ashton Main Road	Partnership between Langeberg, Ashton Foods, and the municipality regarding the regeneration of Ashton Main Road.	Contractor appointed and jobs created for 9 people. Three-year contract.	R 324 000.00	R25 000.00 per month.
B) Graham and Rhona Beck Skills Centre	Strategic partnership with Graham and Rhona Beck Skills Centre.	Municipality assisted the centre by waiving of the bulk services levy and the rezoning and building plan costs.	R 311 392.59	R 311 392.59
C) Gelukshoop Farm	Obtained the farm Gelukshoop through the sale of Silverstrand to be allocated for small farmers.	Council to take final decision on allocating the farm to the Bonnievale Workers Empowerment Trust.	R 3 710 000.00	R 0.00
D) Heart of Route 62	The appointment of Heart of Route 62 to deliver the tourism function on behalf of the municipality.	The first year of Heart of Route 62 as service provider has been completed and needs to be evaluated.	R 1 020 000.00	R 1 020 000.00 transferred to Heart of Route 62.

Special Projects for 2007/8

E) Lairage in Zolani	The construction of a lairage for the keeping of livestock.	Completed	R 80 000.00	R 80 000.00
F) McGregor Vegetable Garden	Land was made available in the informal housing area to establish a vegetable garden.	The McGregor Small Scale Farmers received funding from Mawubuye Land Rights Forum and the municipality assisted with water connections.	R 10585.13	R 10 585.13
G) Tender Document Training	A Service Provider was appointed to provide training to SMME's and BEE's in the completion of tender documents and basic costing.	76 people from all 5 towns attended the training, which was given by SMME solutions.	R 26 750.00	R 26 750.00
H) Apostolic Faith Mission Church Seedling Nursery	The funding of the church to construct a seedling nursery.	Nursery constructed using local labour.	R 30 000.00	R 30 000.00
I) Twice as Nice	Support provided to community catering project.	Glasses and pots purchased to assist the project.	R 3 973.58	R3 973.58

Special Projects for 2007/8

J) Route 62 Patches	Support provided to community fabric painting project.	The purchase of material, fabric paint, cotton and brushes.	R 4 258.20	R4 258.20
K) Vegetable gardens	10 Vegetable gardens were established at: Prospect, Wardia, Takkap, Amandalia, Vinefera, Voorspoed, Noree, Kruispad, Bonnievale Cellar and Merwespont.	Gardens implemented and functioning to supplement workers income and provide nutritious food to families.	R 30 000.00	R 27 721.84
L) Substance Abuse Programmes	6 Information sessions and 1 training session were presented by Toevlug Rehabilitation Centre.	480 Farm Workers from the Ashton, Robertson and McGregor areas attended these sessions. 20 farm workers attended the training session.	R 5 000.00	R 3 420.00
M) ABET	35 farm workers from the Uitnood area attended ABET classes.	Training funded and done by the Department: Education. Municipality assisted with providing students with stationery.	R 2 000.00	R 980.00

Special Projects for 2007/8

N) Early Childhood Development	14 Creches in the rural area received educational equipment and crèche manual.	The Rural Development Association has also appointed and funded an Early Childhood Development Assistant who visits and assists all rural crèches on a monthly basis.	R 10 000.00	R 5 442.50
O) Recycling Cages at the Ashton landfill site	A number of individuals from Zolani collect recyclable items from the refuse site.	Cages were erected for them to safely store the recyclables until collected.	R 25 000.00	R 20 572.42
P) Playpark / Vegetable garden - Ashton	The municipality, as a result of a community initiative, provided a piece of land and a water connection to develop this land.	The project has been implemented and the Department of Social Services have been requested to render Drug and Alcohol Abuse Programmes.	R 2 500.00	R2 500.00
Q) Compilation of an LED Strategy	The completion of the Local Economic Development Strategy for the Breede River / Winelands Municipality by the consultants NB Ideas.	LED Strategy completed and approved by Council.	R 228 000.00	R 90 972.00



Challenges

Notwithstanding the successes the department achieved, there were some challenges during 2007/2008 including:

- The inability to transform tourism to be inclusive of all communities and meet Councils objectives.
- The unavailability of suitable municipal agricultural land to support land reform.
- No comprehensive land audit of municipal property.
- No land reform forum to guide land reform.

Priorities for 2007/08

Next financial year the department will focus on:

- To establish a Land Reform Forum inclusive of all roll players.
- Finally transfer Gelukshoop farm to the Bonnievale Workers Empowerment Trust.
- Continue to allocate municipal land for vegetable gardens.
- To finally achieve a totally transformed tourism sector.

Expanded public works programme (EPWP)

The EPWP is one of Breede River Winelands Municipality's initiatives to bridge the gap between the growing Winelands economy, and the large number of unskilled and unemployed people who have yet to fully enjoy the benefits of economic development in the area.

In the municipality, the programme had a target of providing employment opportunities and training through labour-intensive Municipal Infrastructure Grant and Breeder River funded infrastructure projects.

Performance 2007/2008

- Breede River had 7 medium to large scale infrastructure and labour-intensive projects to clean streets, upgrade municipal roads, municipal pipelines and stormwater systems.
- During 2007/2008 there has been an increase in the number of jobs created through the EPWP with a total of 369 jobs being created for previously unemployed individuals and indigents.
- In addition, 14 community members received a non-accredited training.



Table: Expanded Public Works Programme:

Project	Project Description	Number of Jobs Created	Youth Employed	Women Employed	Disabled Employed
Olienstreet 27Housing project	Construction of low cost housing units.	33	22	2	0
Tarring of Lang Street McGregor	Resurfacing of existing street.	19	13	11	0
Upgrading Stormwater	River bank protection with gabions.	27	16	1	0
Tarring of Street Bonnievale	Resurfacing of existing streets.	13	7	3	0
Upgrading Stormwater	Trenches and pipes for stormwater in Roberstson Montagu and Ashton.	50	40	6	0
Construction of Roads	Construction of low volume roads in all towns.	31	2	2	0
Clean-up project	Clean up programme for all towns.	196	137	107	125
	Total:	369	237	132	125

Municipal Infrastructure Grant Unit (MIG)

The Municipal Infrastructure Grant is a conditional grant from the Department of Local Government and Housing (DPLG&H) to local government. It is designed to supplement municipal capital budgets for the provision of basic infrastructure to the poor. In the past 10 years, the municipality has experienced a steady increase in population growth resulting in an escalated demand for basic services such as water delivery and sewerage purification. The Breede River Winelands Municipality has a business unit called Programme Management Unit (PMU) and its responsibility is to identify infrastructure projects that qualify for inclusion to the location. Moreover, the PMU registers the projects, coordinates the programme, and integrates them into municipality priorities, while monitoring and reporting on their progress.

The Breede River Winelands Municipality was first to be allocated the MIG grant of R 3 550 642.97 by the National Treasury during the 2005/2006 financial year. The allocation increased to R 4 223 143.50 during 2006/2007 financial year.

During 2007/2008, the MIG grant formed a substantial portion of Breede River's capital budget of R 47 440 857.00. The full allocation of R 4 401 851.39 was spent on various projects in the first month of grant receipt. This is an achievement, as Breede River is believed to be the first municipality to spend all its allocated funds in the first month of a financial year.

Budget activity	2005/06	2006/07	2007/08
Approved budget amount	R 3 550 642.97	R 4 223 143.50	R 4 401 851.39
Spent budget amount	R 3 550 642.97	R 4 223 143.50	R 4 401 851.39
Variance	R 0.00	R 0.00	R 0.00

The projects undertaken by the municipality were all high priority projects, labour-intensive, and facilitated local economic development through job creation. They made use of the services of local SMME's and BEE compliant companies thereby aiding in slowly transforming the municipality.

These are projects funded through MIG grant:

- Upgrading Sewerage Treatment Works in Robertson.
- Montagu Bulk Water Supply: Phase 2 &3.
- Upgrading Sewerage Treatment Works in Bonnievale.

No MIG funds were rolled over to any financial year.



Customer Care and Ward Committee

The department is responsible for managing and co-ordinating Ward Committees, Client Services, and Community Development Workers (CDW's) within the Breede River Winelands Municipality, to strengthen participatory governance and customer service.

The functions of the department are as follows:

- To render a managerial support service to the Office of the Speaker.
- To render an enquiry and complaint service to the community of the Breede River Winelands Municipality.
- To manage and effectuate an effective Ward Committee system.
- To assist in smooth service delivery and enhance public participation activities by the CDW's.

Priorities for 2007/2008 financial year were to establish and ensure proper functioning of Ward Committees, and to establish and ensure that proper systems are in place to enhance public participation.

Performance 2007/2008

Strengthen Ward Based planning:

The ward based planning is at the center of the Breede River Municipality's participatory planning processes.

- Through this process, all 10 wards in the municipality were requested to submit their proposals for projects within the capital budget threshold of fifty thousand (R50 000).
- A special meeting was held between the Director of Strategic Programmes, the Ward Councillors, the Client Services Manager, and Ward Committees to prioritise these projects and to obtain relevant inputs.
- Council approved all projects and they were included and funded in the 2007/2008 Operating Budget.
- Breede River's effective ward based planning has received recognition from national and provincial governments as well as neighbouring municipalities.



The prioritised and completed projects during the 2007/2008 financial year are as follows:

WARD	PROJECT	BUDGET
1	Upgrading of park	R50 000
2	Fencing of pavilion	R52 000
3	Upgrading of park in Dorpsig	R46 451
4	Paving of sidewalk at New Cross Street, Bonnievale	R50 000
5	Taxi rank c/o Long - and Barry Street, Voortrekker Street and play park equipment	R43 470
6	Taxi rank in Muskadellaan at Mandela Square and taxi rank in Skerpioenbult	R49 970
7	Upgrading of sport grounds (B-Field)	R 47 620
8	Green projects	R50 000
9	Upgrading of park and entrance to Cogmanskloof	R 49 998.00
10	Fencing of braai area and building of additional braai areas	R 46 370.00

The Department of Local Government and Housing, together with its partner the German Agency for Technical Cooperation (GTZ), has used the current practices and experience gained by the Breede River Municipality as a case study/model for other municipalities attempting to put together a national public participation framework.

The Cape Winelands District Municipality will also use Breede River's case study as a support model to other local municipalities.

24 Hour Fire Facility:

- For the first time ever, the Breede River Municipality has established a new 24 hour Fire Facility to respond to fire emergencies across the entire Breede River Winelands Municipal area. The facility was officially opened on 30th November 2007.

Customer Service:

- During the 2007/2008 financial year, the municipality established a Customer Service Charter as a commitment to excellent service delivery.
- The development of the charter was augmented by the establishment of a 24 hour high-tech Customer Care center opened on 7th January 2008.
- In support of Batho Pele principles, the municipality now has a fully functional and effective 24 hour, seven days a week, call-answering facility in case of emergencies, as well as addressing customer queries regarding municipal services.
- The call center number **0860 881 111** connects community members to a trained call center operator who redirects the caller to the appropriate department and/or assists them with a query or complaint.
- The relevant department/directorate is informed immediately and attends to the query expediently. Members of the public can request a customer complaint number so as to be able to follow up on the progress.



Client Satisfaction Survey:

To demonstrate the municipality's commitment to service excellence and quality service delivery:

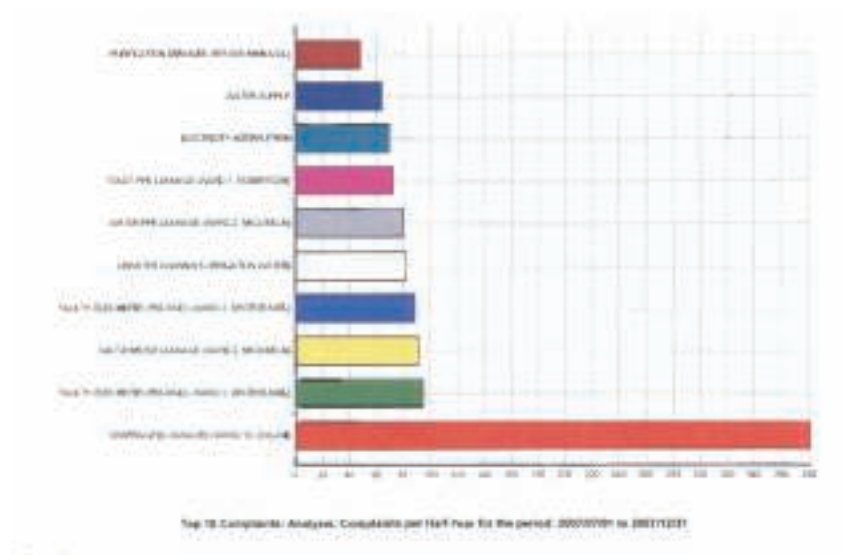
- The client satisfaction survey was conducted in 2007 and the municipality received comprehensive feedback from customers about the quality and standards of the services rendered.
- The preliminary results of the survey indicate that most of the clients are satisfied with services received from the municipality. Some of the **preliminary** overall results indicate that:
 - 85% of clients are of the opinion that the reception areas in the municipality are clean, neat, and tidy.
 - 6% of clients are of the opinion that the reception areas are not clean, neat, or tidy.
 - 78% of clients are of the opinion that the staff are knowledgeable and competent.
 - 10% of clients are of the opinion that the staff are not knowledgeable and competent.
 - 83% of clients are of the opinion that they were treated with courtesy and respect.
 - 7% of clients are of the opinion that they were not treated with courtesy and respect.
 - 76% of clients are satisfied with the overall services of the municipality
 - 9% of clients are not satisfied with the overall services of the municipality.
- Over and above the annual survey, the customer care department conducted ongoing monthly surveys from which it draws a list of the top ten complaints by department, ward, and by town.

Below is a brief summary of the total number of completed and uncompleted complaints.

Month	Completed	Not Concluded	GRAND TOTAL
July 2007	625	62	687
August 2007	502	57	559
September 2007	381	66	447
October 2007	488	65	553
November 2007	419	89	508
December 2007	253	58	311
January 2008	437	164	601
February 2008	419	131	550
March 2008	303	95	398
April 2008	361	145	506
May 2008	304	182	486
June 2008	305	206	511
TOTAL	4 797	1 320	6 117

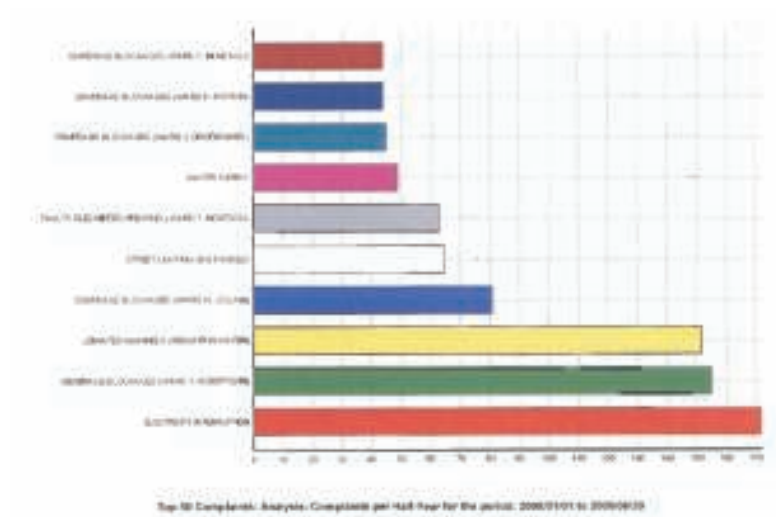
Graph 1: Top 10 Complaints: Analysis - Complaints per half year for the period:

1st July 2007 to 31st December 2007



Graph 1: Top 10 Complaints: Analysis - Complaints per half year for the period:

1st July 2007 to 31st December 2007



Community Consultative Process and Community Development Workers:

- A comprehensive public participation policy was developed and adopted by the municipality to ensure that all its decisions are informed by stakeholder input.
- The Breede River Municipality has embraced the use of effective CDW's to strengthen participative democracy in the municipality.

These are some of the key performance areas for CDW's:

- Community profile to be compiled for the Breede River Municipality.
- Assistance to Ward Committee activities.
- Assistance at community meetings.
- Assistance to Ward Committee elections.
- Assistance at Ward Based Planning.
- Communicate municipal and government projects in communities.
- Co-ordinate teams of volunteers for community projects.
- Assistance for communities to develop and submit proposals for inclusion in the IDP and other government plans.
- Co-ordinate inter-governmental and inter-departmental programmes.
- Maintain communication with Community Based Organisations (CBO's).
- Inform communities of problems with service delivery.
- Assistance with the implementation of community projects.
- Monitoring and reporting back on community projects.
- Act as resourceful and dedicated public servants.

Challenges:

One of the key challenges facing the effectiveness of CDW's is under qualification.

- Ward Committee training and empowerment is essential.
- Breede River has succeeded in running and keeping Ward Committees active in contributing to effective governance of the Council.
- The municipality developed a Ward Committee election model based on sectoral groupings. During 2007/2008 Ward 5 and 10 Ward Committees disband as a result of non-functionality. This situation was rectified during the re-election process of ward committees.
- Each ward committee held no less than ten committee meetings and written minutes were submitted (see table below).
- Ward Committees are elected for a term of two years. The said term expired in March 2008. From April 2008 till 30th June 2008 the Breede River Winelands Municipality embarked on a re-election process of all ten Ward Committees and, currently, all ten wards are functional with newly elected members approved by Council.



Training attended by Ward committees:

Ward Committee members were trained and capacitated on the following:

- Meeting procedures.
- Compilation of agendas and minutes.
- Ward Based Planning.

Tourism

In 2006, the Western Cape tourism sector contributed 9.8% to the regional GDP and more than 150,000 people, approximately 10% of the labour market, are employed in the tourism sector in the Western Cape. In the same year, the province received R19.8b in Total Foreign Direct Spend representing a 17.2% growth from R16.9b in the previous year (2005).

Tourism plays a crucial role in the economic development of the Breede River Winelands Municipality. In recognition of this, additional efforts are being made by the municipality to further develop the local economy through tourism. Tourism as a sector has the potential to create social cohesion by adding to the development of vibrant social spaces within the municipality and promoting local participation in the environmental economy.

Performance 2007/2008

To bolster tourism efforts within the municipality, so as to gain maximum returns, which will in turn benefit communities of the Breede River Winelands Municipality, the following steps were undertaken:

- The municipality outsourced the tourism function and Heart of Route 62, which was appointed by Council to perform this function.
- A total of R1 020 000.00 was allocated and transferred to Heart of Route 62, for the purpose of transforming and growing the economy through tourism in the municipality.
- Prior to the appointment of Heart of Route 62, a new constitution was compiled with all relevant tourism stakeholders to expedite the transformation in tourism.

The main functions of Heart of Route 62 are namely:

- Tourism transformation.
- Tourism development.
- Tourism marketing.

Heart of Route 62, as the overarching Local Tourism Organization (LTO), was also responsible for the effective functioning of the Local Tourism Associations (LTA) representing tourism in each town. These included:

- Bonnievale Tourism Association.
- McGregor Tourims Association.
- Montagu / Ashton Tourism Association.
- Robertson Tourism Association.

In 2008, Cape Town Routes Unlimited (CTRU) also accredited Heart of Route 62.

An Executive Committee consisting of manages heart of Route 62;

- 2 business members from each LTA.
- 2 representatives from Robertson Wine Valley.
- 1 emerging business member from each LTA.
- 1 municipal councillor.
- 1 municipal official.

A Day Management Committee was also established to attend to the day-to-day management functions of Heart of Route 62 and includes the following:

- Chairman of the Executive Committee.
- 1 representative from Robertson Wine Valley.
- 1 representative from each LTA.
- 1 municipal representative.

