

PORTFOLIO COMMITTEE :

COMMUNITY SERVICES

Chairperson :

Cllr R Nutt

Committee Members :

**Ald K Brice, Cllrs T Els,
K Ngqandana and B Nombula**

COMMUNITY SERVICES PORTFOLIO COMMITTEE

21 April 2026

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ITEM

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**AGENDA of the
Portfolio Committee : Community Services
21 April 2026
(Also the agenda for the Mayoral Committee Meeting: 28 April 2026)**

**1.
PROGRESS REPORT: BUILDING MAINTENANCE PROJECTS FOR MUNICIPAL
OFFICES AND COMMUNITY BUILDINGS (1 JULY 2025 - 27 MARCH 2026)**

**B Plaatjies Divisonal Manager: Facilities, Halls and Building Maintenance
27 March 2026 (028) 313 8921**

1. Executive Summary

The purpose of this report is to inform the Council on progress made in relation to Building Maintenance Projects for the Municipal offices and community buildings as from 1 July 2025 to 27 March 2026.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Community Services
Department: Facilities, Halls and Building Maintenance

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance
Provision and Maintenance of Municipal services
Creation and maintenance of a safe and healthy environment

4. Delegated Authority

Executive Mayor

5. Legal Requirements

Constitution of South Africa, 1996
Occupational Health and Safety, Act 85 of 1993
Local Government: Municipal Systems Act 32 of 2000)
Local Government: Municipal Finance Management, Act 56 of 2003
Maintenance Management Policy, 2011
Service Delivery and Budget Implementation Plan (SDBIP) 2024/2025

6. Background/Discussion/Evaluation/Conclusion

Background

This report outlines the core building maintenance activities undertaken by the Facilities, Halls and Building Maintenance Division in respect of scheduled and ad hoc maintenance of municipal office buildings and community facilities.

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Ad hoc maintenance has been necessitated by the ongoing deterioration of municipal infrastructure. Maintenance interventions were initiated during the 2025/2026 financial year; however, certain projects remain incomplete due to financial constraints. The extent and severity of infrastructure degradation across municipal assets, the department has adopted the phases implementation approach. This is primarily informed by funding constraints and limited internal resources, which significantly impact the pace and scope of maintenance delivery.

Discussion

A range of maintenance projects were planned for implementation during the 2025/2026 financial year across various municipal office buildings and community facilities (**Refer to Annexure A**).

Notably, a substantial portion of the allocated maintenance budget has been spent on urgent repairs and maintenance of generators. This unforeseen expenditure has resulted in the deferment and cancellation of certain planned projects.

To ensure a structured and informed approach to infrastructure maintenance, a structural engineer has been appointed to conduct comprehensive condition assessments of all municipal buildings. The objective of this assessment is to determine the current state of facilities, identify structural defects, and prioritise urgent maintenance interventions to prevent further deterioration.

The assessment executed in phases, commencing with all municipal office buildings and yards across the Overstrand area. The first phase focused on Hermanus, followed by Gansbaai and Stanford, and thereafter Kleinmond.

The outcomes of this report and the associated assessments will inform future budgetary requirements and support compliance with applicable standards for municipal infrastructure. Furthermore, it will enhance the effective planning and implementation of maintenance programmes, thereby contributing to improved operational efficiency and service delivery.

Challenges

The effective maintenance of municipal office and community buildings is constrained by several factors, including:

- Insufficient manpower and limited technical resources.
- Increased demand and utilisation of municipal facilities, resulting in overcrowding of office spaces.
- Inadequate infrastructure capacity to accommodate the growing population within the Overstrand Municipal area.

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These challenges collectively place additional strain on existing facilities and maintenance programmes.

7. Financial Implications

None

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Report on Maintenance Projects of Offices and Community Buildings

RECOMMENDATION:

that the Progress Report: Building Maintenance Projects for the Municipal offices and community buildings (1 July 2025 - 27 March 2026) **be noted**.

RESPONSIBLE OFFICIAL :

B PLAATJIES

TARGET DATE FOR IMPLEMENTATION :

ONGOING

2025/2026

MAINTENANCE PROJECTS

Facilities Halls and Building Maintenance



B Plaatjies
OVERSTRAND MUNICIPALITY

ANNEXURE A

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ANNEXURE A

1. OFFICE BUILDINGS AND COMMUNITY BUILDINGS OPERATIONAL PROJECTS 2025/2026 FINANCIAL YEAR

Office Buildings			
Project Description	Department	Actual Cost	Comments
Besemhoutkloof Roof replacement - law enforcement. <ul style="list-style-type: none"> Replacement of Asbestos roof with IBR 0.53 Roof Sheets. 	Municipal Public Safety	R 801 720,94	Phase 1 of roof replacement project completed
Traffic department - building maintenance. Upgrading of ablution facilities and replacement of doors. <ul style="list-style-type: none"> Installation of Sliding Door. Tiling of Ablution Facilities. Painting of Toilets. 	Municipal Public Safety	R 115 778,34	Phase 1 of ablution facility maintenance work completed. Additional work to be implemented in the new financial year.
ICC building phase 3 <ul style="list-style-type: none"> Completion of phase 3 of upgrades Painting of all interior Offices. Installation of new internal Doors with full lockable sets. Installation of partitioning for new offices. Installation of Carpet tiles 	Municipal Public Safety / Corporate Services	R 292 000	Assessment of the entire building is also underway to address complaints related to dampness and leaks.
Completion of Gansbaai fire station maintenance <ul style="list-style-type: none"> Doors. Windows. kitchen. ceiling. tiling. electricity COC. plumbing work. 	Municipal Public Safety	R 633 762.00	Phase 1 completed which focused facilities for staff on night shift.
Maintenance of white house roof <ul style="list-style-type: none"> Reseal of roof and replacement of gutters and down pipes. 	Corporate Building	R 1 100 000.00	During phase 1 maintenance, defaults where discovered during storms and heavy rains, and scheduled for repairs in April 2026.
Replacement of head office wooden windows and doors Main Office	Corporate Building	R 681 370,53	Window replacement project completed

ANNEXURE A

HR building windows and doors replacement	HR Building	R 108 650,62	Window replacement project completed
Town Planning. <ul style="list-style-type: none"> • roof rubberizing. • wooden window replacement. 	Planning and Development	R 84 246,31	Defaults were discovered during heavy rains and contractor will be completing the necessary repairs in April 2026.
Building Department Maintenance Work. <ul style="list-style-type: none"> • Replacement of wooden window. • Replacement of doors. • Repair all roof leaks. • Painted interior and exterior 	Planning and Development	R 255 682,54	Phase 1 of maintenance Completed
Internal audit <ul style="list-style-type: none"> • Roof. • Ceiling replacement. • Painting. 	Internal Audit	R 138 419,74	Phase 1 of maintenance completed
Onrus Electrical Department <ul style="list-style-type: none"> • Screeding of floors 	Infrastructure and planning	R 248 595,89	Phase 2 is still underway
<ul style="list-style-type: none"> • Onrus Electrical department boundary wall 	Infrastructure and planning	R 356 294,44	Phase 2
Maintenance and servicing of generators	Overstrand	R 238 352.18	Routine maintenance for 2025/2026 financial year
MAIN OFFICE ROOF AND BUILDING RENOVATIONS AS PER TENDER <ul style="list-style-type: none"> • Painting. • Gutter repairs. • Veranda painting. • Roof Painting. 	Corporate Building	R 126 632,77	Phase 1 additional work is scheduled for 2026/2027 financial year.
Fire Department Boardroom	Municipal Public Safety	R 300 000.00	In progress
Municipal Court office renovations and maintenance. <ul style="list-style-type: none"> • Installation of partitioning • Replacement of office cupboards • Installation of vinyl flooring. • Painting interior and Exterior 	Legal Services	R 124 707,36	Completed
HERMANUS MUNICIPAL COURT. <ul style="list-style-type: none"> • Window tinting and frosting. • Flooring. • Door replacement. 	Legal Services	R 92 818,78	Completed
GIS Building Maintenance	Finance	R 191 113,56	Phase 1 in progress.
Total Estimated Expenditure		R 3 618 031,82	Actual exp

ANNEXURE A

Public Facilities			
Project Description Area	Ward		
Completion of Zwelihle Community Hall Roof. <ul style="list-style-type: none">Re-seal of concrete slab.Replacement of Emergency doors.	6	R 91 551,63	Phase 1 in progress. Additional maintenance schedule for 2026/2027 financial year
Completion of Moffat Hall, ablution facilities and Kitchen Mount Pleasant	4	R 536 791.41	Project completed
Kleinmond Town Hall Window tinting and Painting	9	R 61 427,51	Project Completed
Kleinmond Town Hall Painting	9	R 82 090,51	Project Completed
Mount pleasant selfbou stoer roof seal. <ul style="list-style-type: none">Repair replace gutter and down pipes.Replacement of all fascia boards.Painting of exterior building.	4	R 383 377,75	Project completed.
Maintenance of various ECD's across Overstrand	Overstrand	R 867 954,95	Commencement date from Contractor
Stanford community hall roof re-seal	1	R 190 223.43	Commence date 08 April 2026.
PDA TOILET PLUMBING AS PER	Overstrand	R 228 990,19	
Estimated Expenditure		R2 442 407.38	Actual Exp