

**AGENDA of the
Portfolio Committee : Community Services
04 October 2023
(Also the agenda for the Mayoral Committee Meeting : 11 October 2023)**

- ✓ be able to effectively monitor and evaluate the performance of local ward committees in order to ensure the sustainable functioning of ward committees in the Overstrand Municipal area.

Discussion

This report includes the performance of ward committees for the period from 01 July 2022 until 30 June 2023 in respect of:

- ✓ official meetings held;
- ✓ consultation with Ward Committees (decisions taken, notifications, recommendations and works orders submitted);
- ✓ ward committee projects;
- ✓ ward operational plans;
- ✓ capacity building;
- ✓ public awareness.

a) Official meetings held

i.) Number of meetings

A number of 8 (eight) meetings from August 2022 to May 2023 per ward were scheduled. The last mentioned included 3 (three) public meetings for report back purposes in October 2022, September 2022 and April 2023 respectively.

ii.) Attendance by Ward Committee Members

The overall average attendance of 7 (seven) (excluding councillors) per meeting was achieved. The summary for the reporting period is attached per **Annexure A**.

b) Consultation – Register

The consultation register for ward committees reflects the following categories:

- **Notifications:** Refer to various information in respect of report backs to Ward Committees from Council's business, events, to take place.
- **Recommendations:** Refer to proposals being made to the Ward Councillor in respect of Council's Portfolio Committee and/to the municipal administration in respect of strategic service delivery.
- **Works Orders:** Requests from Ward Committees for authorisation to attend to maintenance of infrastructure. The intention is however

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to generate works orders via the administrative helpdesks on a daily basis.

The information per Table 1 reflects Overstrand-wide performance as captured per the decision-register.

Table 1: **Consultation-register**

Types of Decision	Number Received		% Total Received	% Completed
	Total 2022/2023	% Previous Year		
Noted	1181	78	74	100
Recommended	424	22	26	99.3
TOTAL	1605	100	100	99.8

NOTE: No works orders for maintenance purposes were communicated via ward committee meetings. All ward committee members are issued with unique numbers to promote the communication of any maintenance matters on a daily basis via helpdesks and emergency control room.

c) Ward Operational Plans

All fourteen Ward Operational Plans for 2022/2023 were also completed and submitted to the Provincial Department of Department of Local Government during August 2022. Ward Operational Plans are also monitored by the National Department of Co-operative Governance and Traditional Affairs (COGTA), since it is linked to the unconditional grant provision for the compensation of out-of-pocket expenditure to Ward Committee members.

d) Way Forward

i.) The Collaborator CitizenApp was workshopped with ward committee members during the July 2023 meetings. Challenges and issues with the “app” are continuously discussed during these meetings. Overall the app was received positively by all. The CitizenApp can be utilised by the public to report basic service delivery challenges, log service requests and receive notification regarding disruptions via cellular phone to the administration.

7. Financial Implications

As per budget allocation.

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8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Attendance per Ward: July 2022 until June 2023

Annexure B: Consultation Register per Ward: July 2022 until June 2023

Annexure C: Report on Performance by respective Ward Committees:
July 2022 until June 2023

RECOMMENDATION:

that the report on performance with regard to the Ward Committee System in the Overstrand Municipality for the period 01 July 2022 until June 2023 **be noted**.

RESPONSIBLE OFFICIAL :

**J SOLOMONS
A WYNGAARD
B PLAATJIES**

TARGET DATE FOR IMPLEMENTATION :

ON-GOING

ATTENDANCE OF WARD COMMITTEE MEMBERS

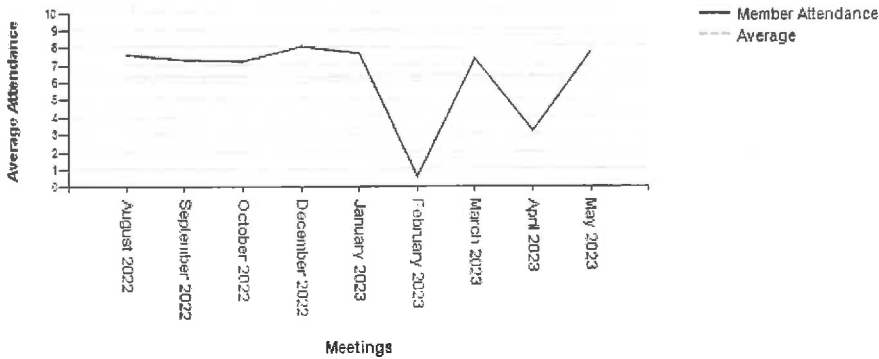
OVERSTRAND - for period from 7/1/2022 to 6/30/2023

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	February 2023	March 2023	April 2023	May 2023	AVERAGE PER WARD
Ward 01	8	7	5	5	0	8	6	7	6	7.00
Ward 02	7	6	6	9	8	0	5	5	7	7.00
Ward 03	5	6	7	6	7	0	7	5	7	7.00
Ward 04	8	8	6	6	6	0	7	0	7	7.00
Ward 05	7	7	5	6	4	0	7	0	5	6.00
Ward 06	5	7	7	9	8	0	8	0	8	8.00
Ward 07	9	9	9	7	7	0	9	9	8	9.00
Ward 08	7	6	7	10	8	0	6	1	4	7.00
Ward 09	8	6	7	7	8	0	6	0	8	8.00
Ward 10	9	7	6	7	8	0	6	0	9	8.00
Ward 11	8	8	9	8	10	0	8	4	8	8.00
Ward 12	5	5	6	6	7	0	5	0	7	6.00
Ward 13	6	7	9	9	9	0	8	6	8	8.00
Ward 14	7	6	5	10	10	0	8	5	9	8.00
TOTAL	99	95	94	105	100	8	96	42	101	
AVERAGE	7.07	6.79	6.71	7.50	7.14	0.57	6.86	3.00	7.21	

*NOTE: Each Ward Committee consists of 10 Members excluding Ward Councillors

*NOTE: Meetings of January & February 2023 must be combined for one total

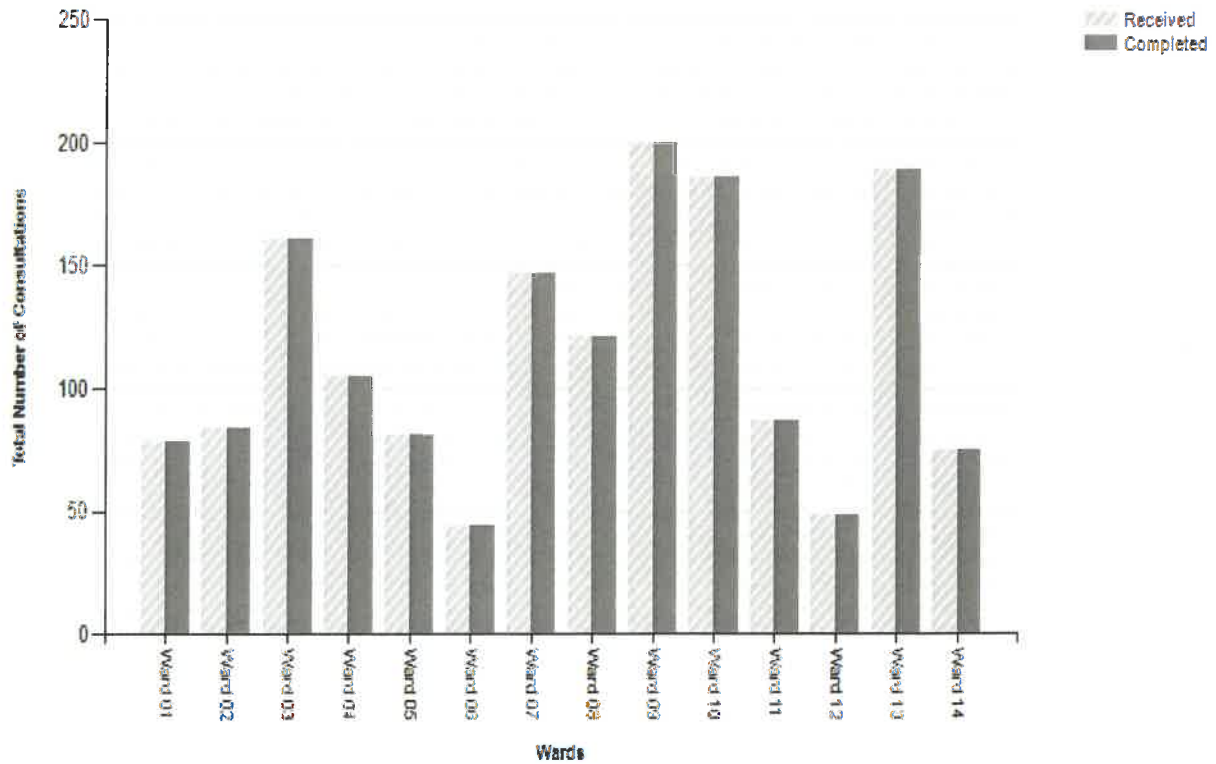
Attendance of Ward Committee Members - Overstrand



WARD COMMITTEE CONSULTATION REGISTER
OVERSTRAND SUMMARY FOR THE PERIOD 7/1/2022 to 6/30/2023

WARDS	TYPE OF CONSULTATION				TOTAL	
	Noted		Recommended		Received	Completed
	Received	Completed	Received	Completed		
Ward 01	74	74	4	4	78	78
Ward 02	79	79	5	5	84	84
Ward 03	108	108	53	53	161	161
Ward 04	95	95	10	10	105	105
Ward 05	64	64	17	17	81	81
Ward 06	35	35	9	9	44	44
Ward 07	98	98	49	49	147	147
Ward 08	95	95	26	26	121	121
Ward 09	110	110	90	90	200	200
Ward 10	121	121	64	64	186	186
Ward 11	82	82	5	5	87	87
Ward 12	38	38	10	10	48	48
Ward 13	115	115	74	74	189	189
Ward 14	67	67	8	8	75	75
TOTAL	1181	1181	424	424	1606	1606

WARD COMMITTEE CONSULTATION REGISTER



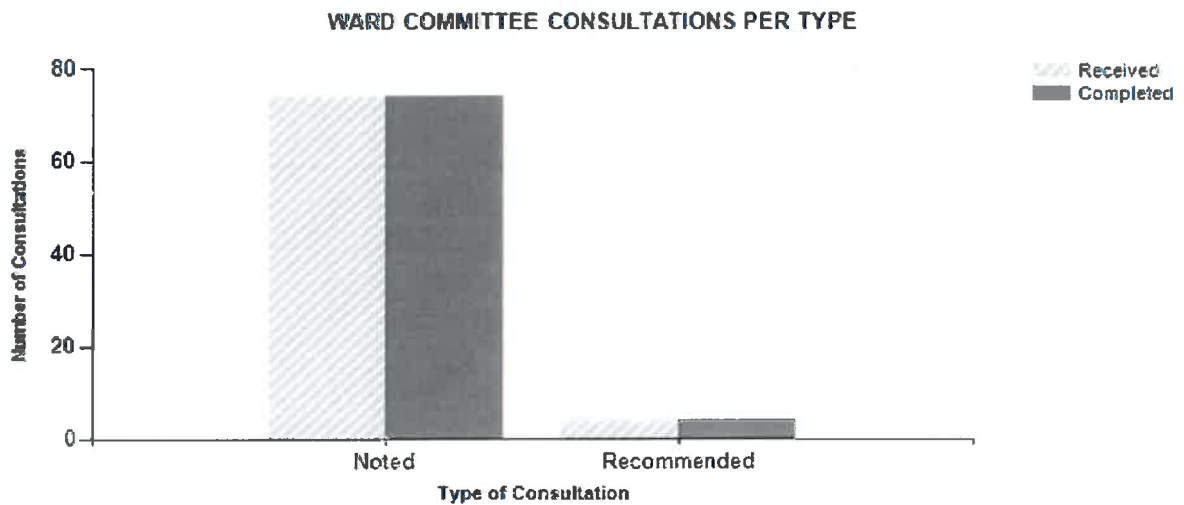
PERFORMANCE REPORT: WARD 01 - PERIOD: 01/07/2022 TO 30/06/2023

Attendance of Ward Committee Members

Attendance	August 2022	September 2022	October 2022	December 2022	February 2023	March 2023	April 2023	May 2023	TOTAL	AVERAGE
Present	8	7	5	5	8	6	7	6	52	7.00

Ward Committee Consultations

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
74	74	4	4	78	78



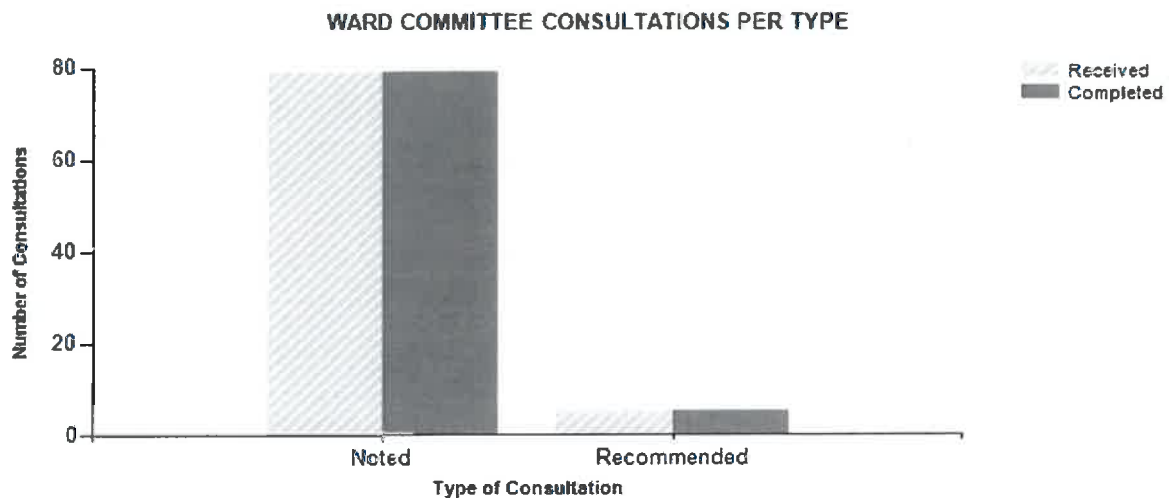
PERFORMANCE REPORT: WARD 02 - PERIOD: 01/07/2022 TO 30/06/2023

Attendance of Ward Committee Members

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	April 2023	May 2023	TOTAL	AVERAGE
Present	7	6	6	9	8	5	5	7	53	7.00

Ward Committee Consultations

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended			
Received	Completed	Received	Completed	Received	Completed
79	79	5	5	84	84



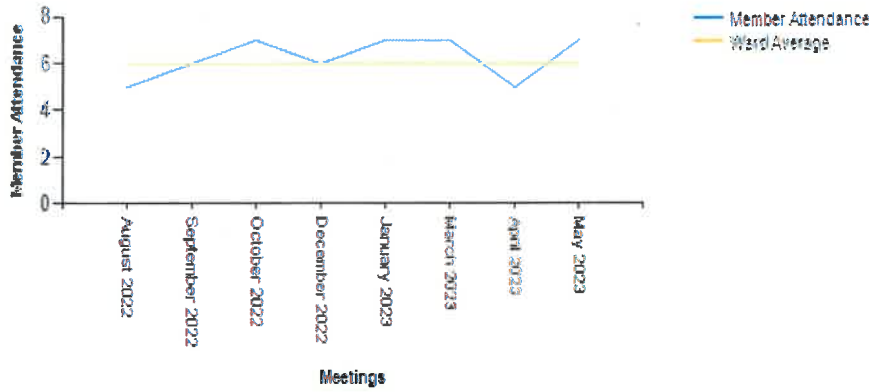
PERFORMANCE REPORT : WARD 03 - PERIOD: 01/07/2022 TO 30/06/2023

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ATTENDANCE OF WARD COMMITTEE MEMBERS

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	April 2023	May 2023	TOTAL	AVERAGE
Present	5	6	7	6	7	7	5	7	50	6.00

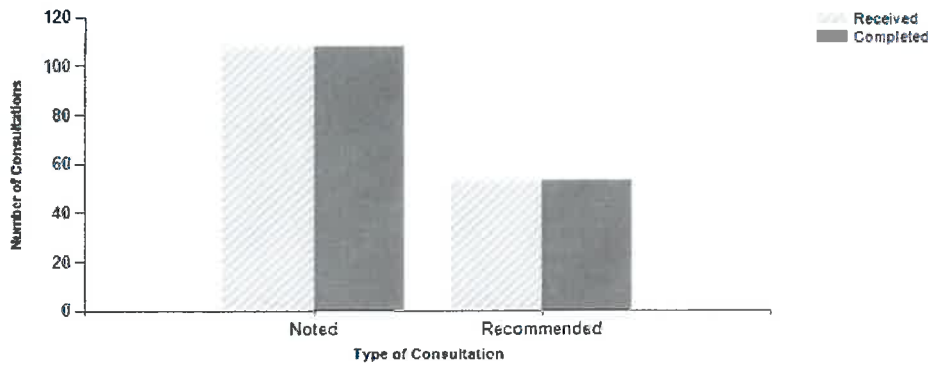
Attendance of Ward Committee Members - Ward Ward 03



WARD COMMITTEE CONSULTATIONS

TYPE-OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
198	196	53	53	161	161

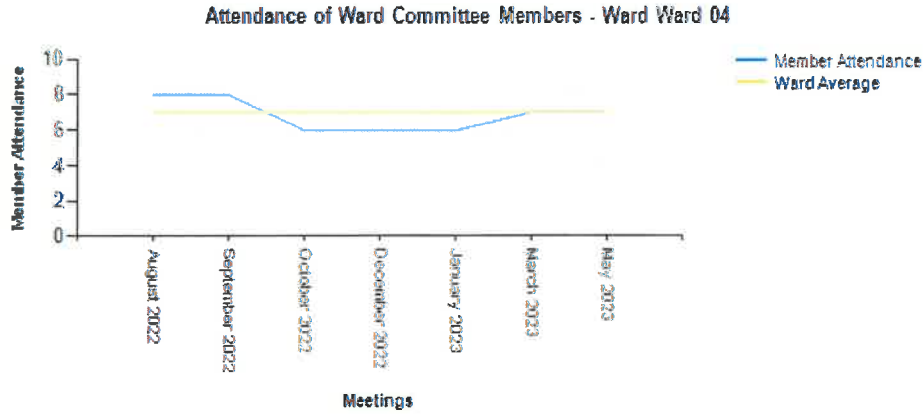
WARD COMMITTEE CONSULTATIONS PER TYPE



PERFORMANCE REPORT : WARD 04 - PERIOD: 01/07/2022 TO 30/06/2023

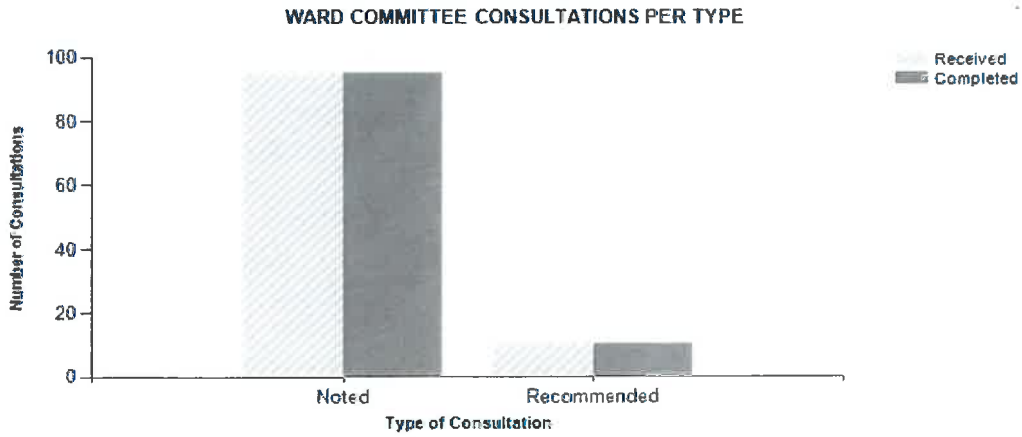
ATTENDANCE OF WARD COMMITTEE MEMBERS

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	May 2023	TOTAL	AVERAGE
Present	8	8	6	6	6	7	7	48	7.00



WARD COMMITTEE CONSULTATIONS

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
95	95	10	10	105	105

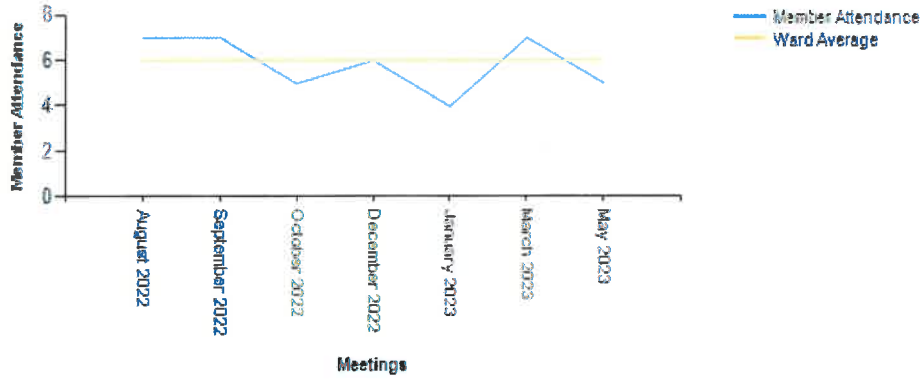


PERFORMANCE REPORT : WARD 05 - PERIOD: 01/07/2022 TO 30/06/2023

ATTENDANCE OF WARD COMMITTEE MEMBERS

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	May 2023	TOTAL	AVERAGE
Present	7	7	5	6	4	7	5	41	6.00

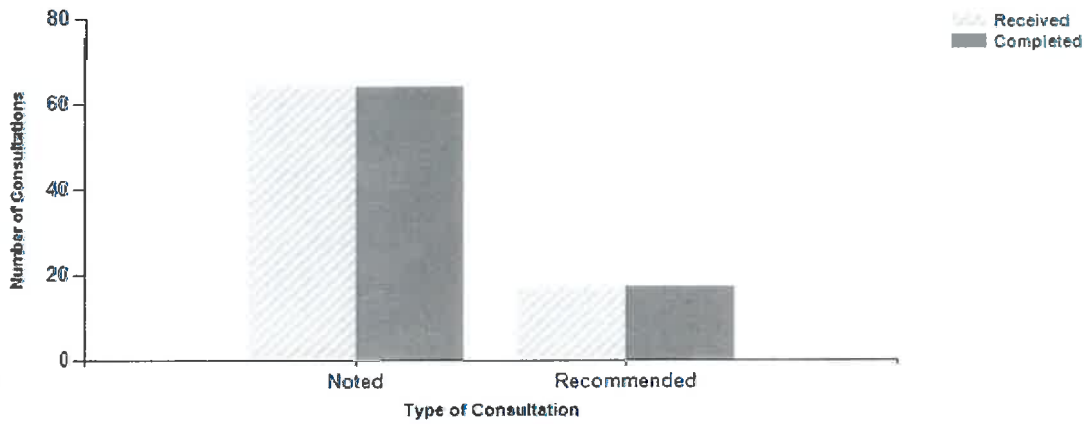
Attendance of Ward Committee Members - Ward Ward 05



WARD COMMITTEE CONSULTATIONS

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
64	64	17	17	81	81

WARD COMMITTEE CONSULTATIONS PER TYPE

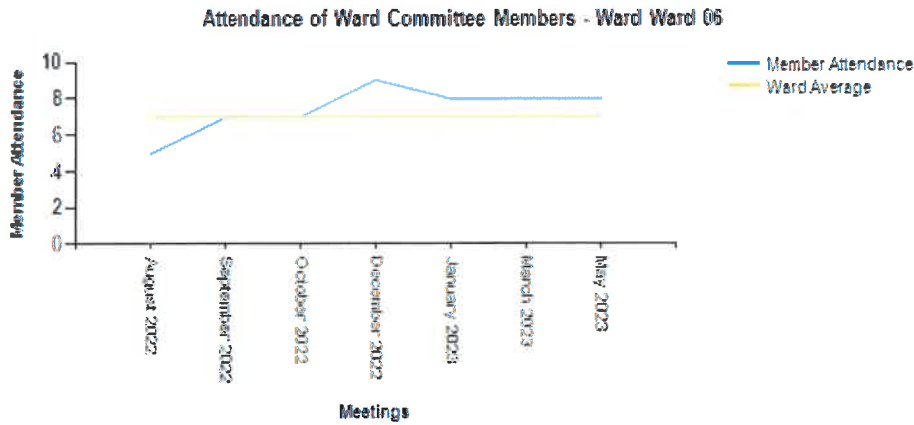


PERFORMANCE REPORT : WARD 06 - PERIOD: 01/07/2022 TO 30/06/2023

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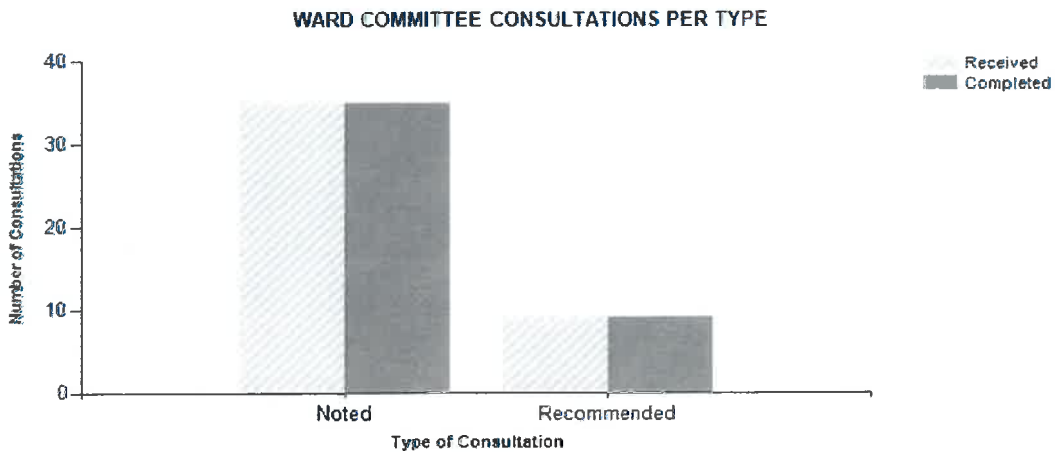
ATTENDANCE OF WARD COMMITTEE MEMBERS

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	May 2023	TOTAL	AVERAGE
Present	5	7	7	9	8	8	8	52	7.00



WARD COMMITTEE CONSULTATIONS

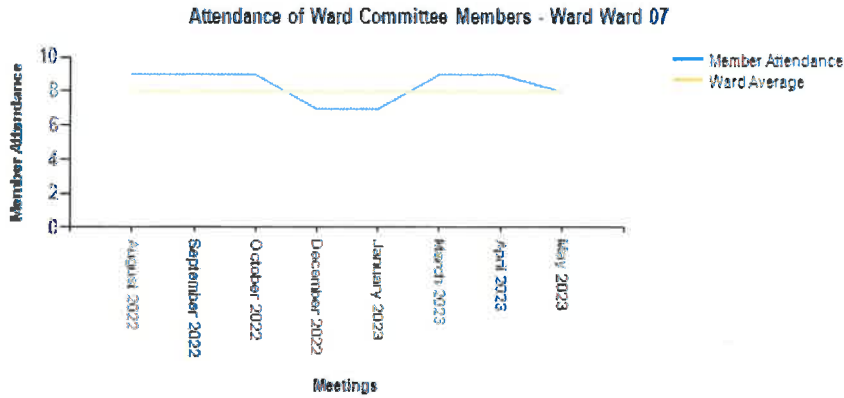
TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
35	35	9	9	44	44



PERFORMANCE REPORT : WARD 07 - PERIOD: 01/07/2022 TO 30/06/2023

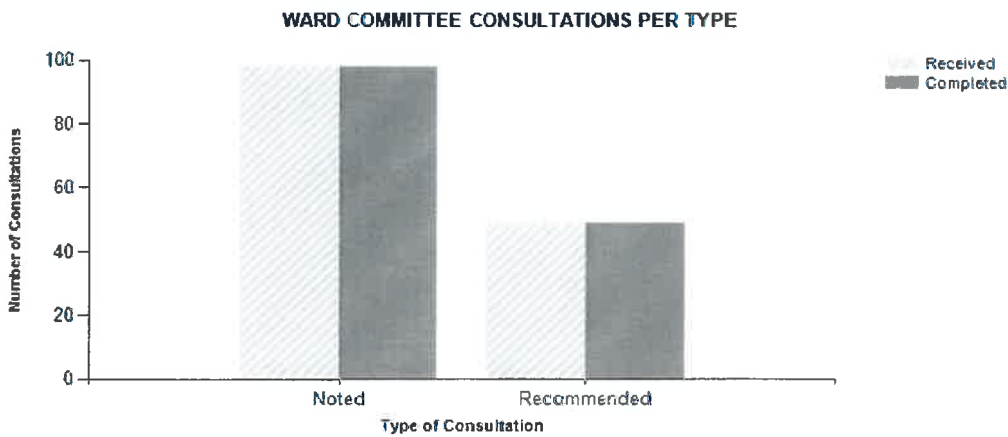
ATTENDANCE OF WARD COMMITTEE MEMBERS

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	April 2023	May 2023	TOTAL	AVERAGE
Present	9	9	9	7	7	9	9	8	67	8.00



WARD COMMITTEE CONSULTATIONS

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
98	98	49	49	147	147



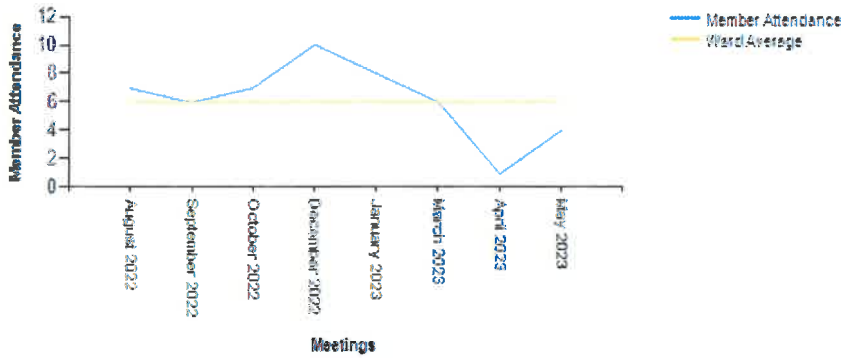
PERFORMANCE REPORT : WARD 08 - PERIOD: 01/07/2022 TO 30/06/2023

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ATTENDANCE OF WARD COMMITTEE MEMBERS

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	April 2023	May 2023	TOTAL	AVERAGE
Present	7	6	7	10	8	6	1	4	49	6.00

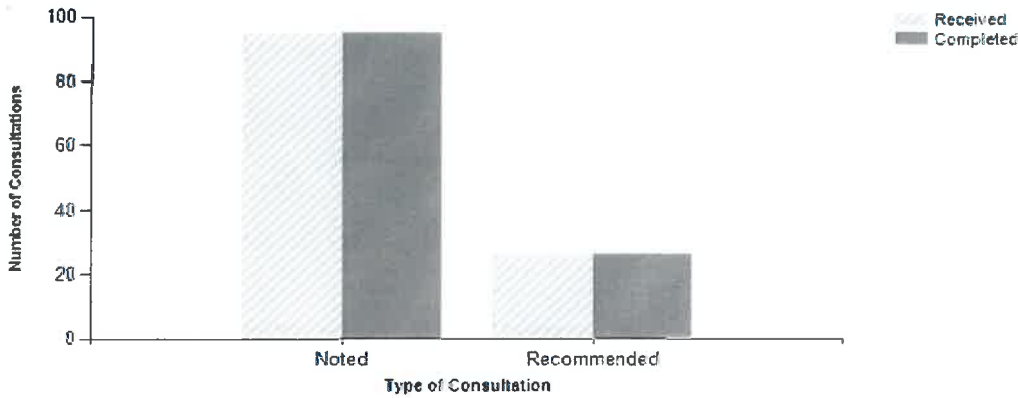
Attendance of Ward Committee Members - Ward Ward 08



WARD COMMITTEE CONSULTATIONS

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
95	95	26	26	121	121

WARD COMMITTEE CONSULTATIONS PER TYPE



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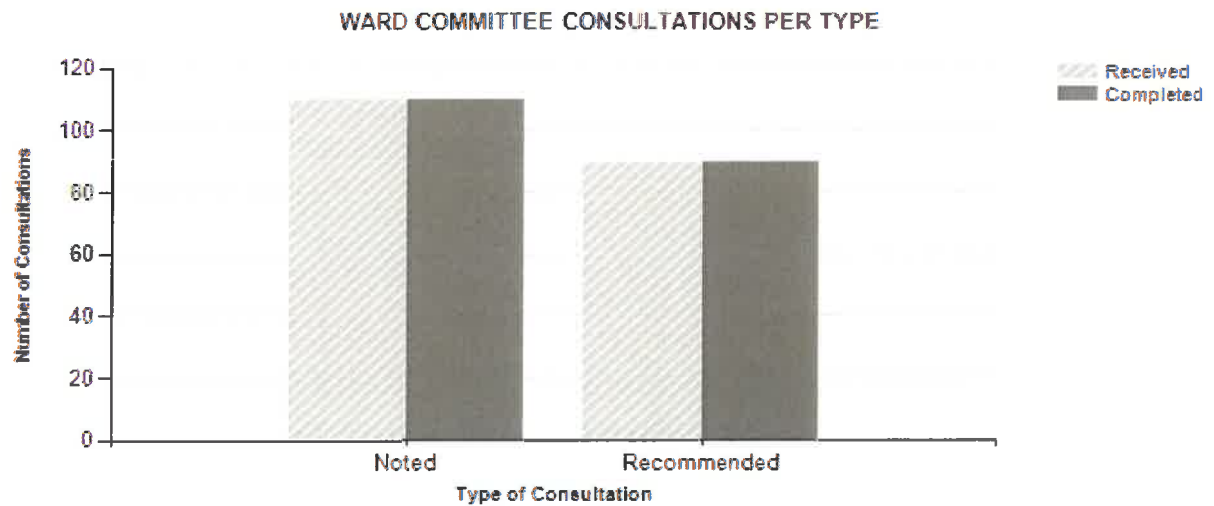
PERFORMANCE REPORT: WARD 09 - PERIOD: 01/07/2022 TO 30/06/2023

Attendance of Ward Committee Members

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	May 2023	TOTAL	AVERAGE
Present	8	6	7	7	8	6	8	50	7,00

Ward Committee Consultations

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended			
Received	Completed	Received	Completed	Received	Completed
110	110	90	90	200	200



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PERFORMANCE REPORT: WARD 10 - PERIOD: 01/07/2022 TO 30/06/2023

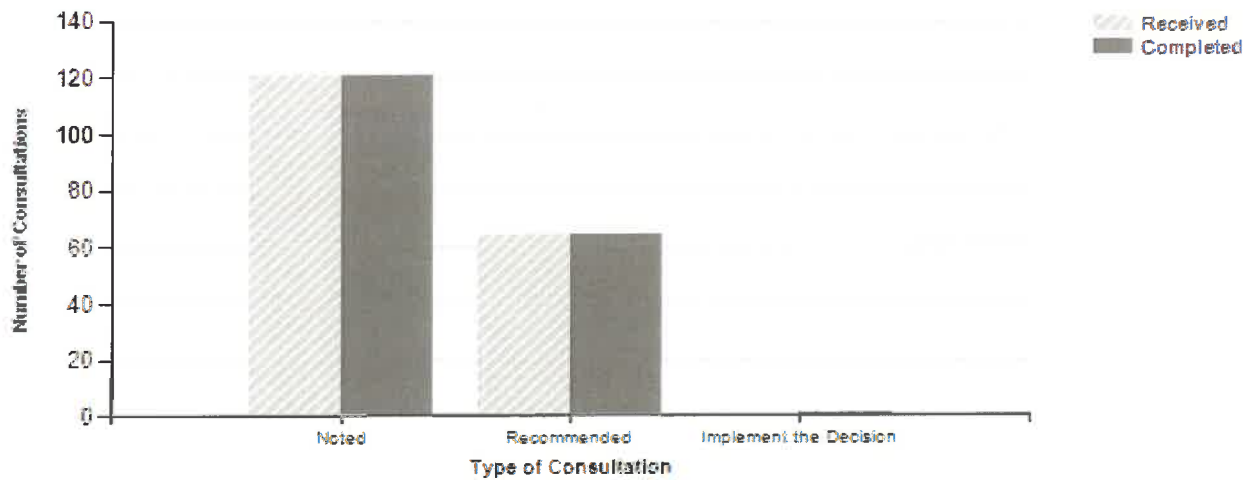
Attendance of Ward Committee Members

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	May 2023	TOTAL	AVERAGE
Present	9	7	6	7	8	6	9	52	7,00

Ward Committee Consultations

TYPE OF CONSULTATION						TOTAL	
Implement the Decision		Noted		Recommended		Received	Completed
Received	Completed	Received	Completed	Received	Completed		
1	1	121	121	64	64	186	186

WARD COMMITTEE CONSULTATIONS PER TYPE



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PERFORMANCE REPORT: WARD 11 - PERIOD: 01/07/2022 TO 30/06/2023

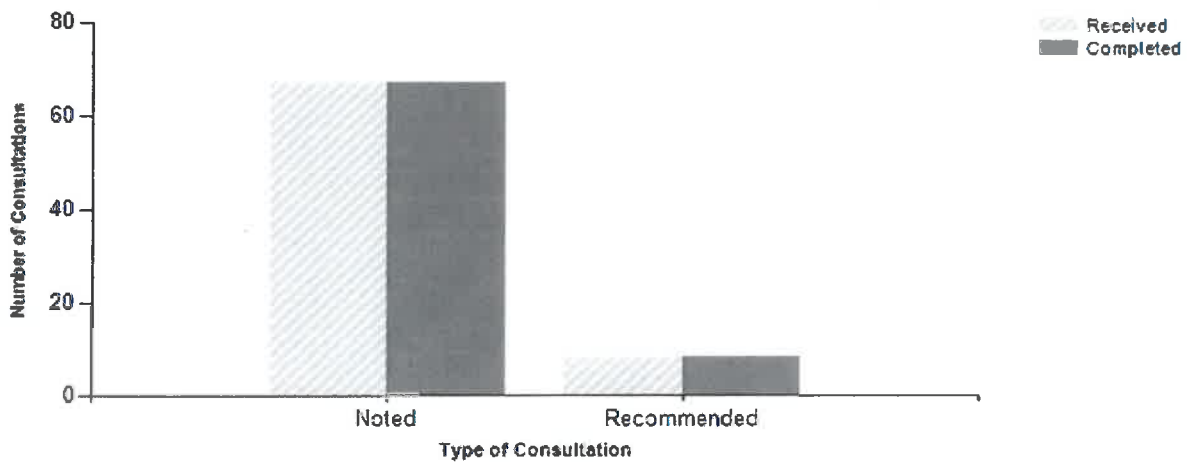
Attendance of Ward Committee Members

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	April 2023	May 2023	TOTAL	AVERAGE
Present	8	8	9	8	10	8	4	8	63	8.00

Ward Committee Consultations

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended			
Received	Completed	Received	Completed	Received	Completed
67	67	8	8	75	75

WARD COMMITTEE CONSULTATIONS PER TYPE



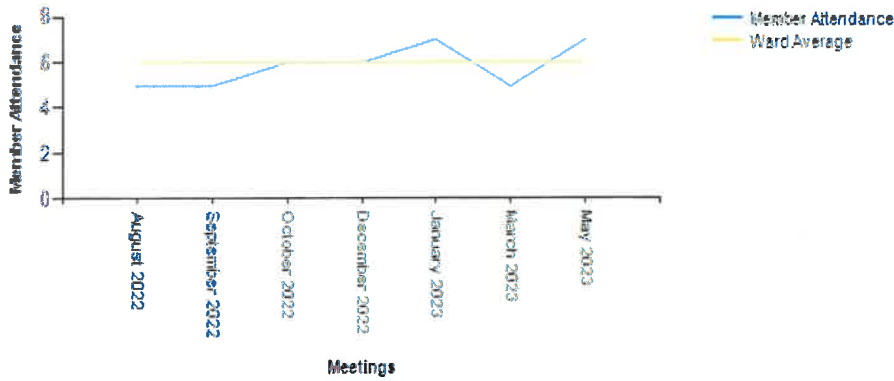
PERFORMANCE REPORT : WARD 12 - PERIOD: 01/07/2022 TO 30/06/2023

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ATTENDANCE OF WARD COMMITTEE MEMBERS

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	May 2023	TOTAL	AVERAGE
Present	5	5	6	6	7	5	7	41	6.00

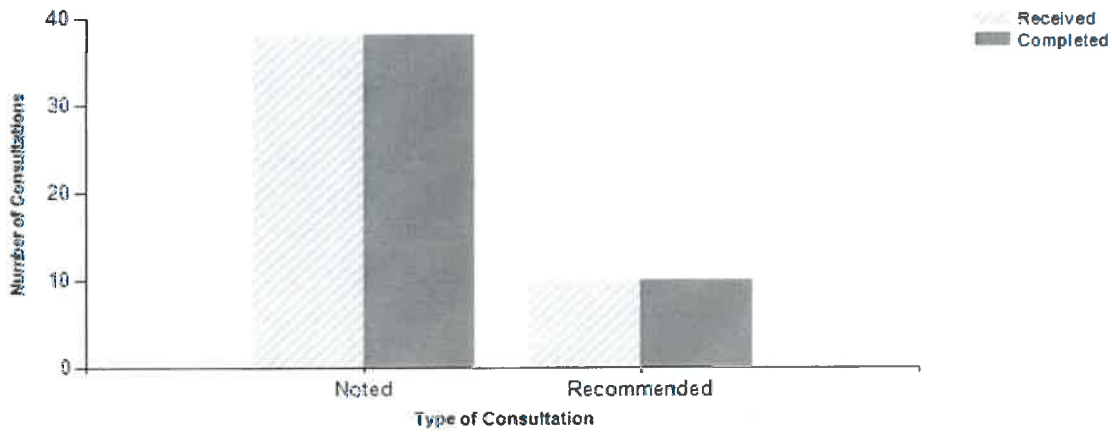
Attendance of Ward Committee Members - Ward Ward 12



WARD COMMITTEE CONSULTATIONS

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
38	38	10	10	48	48

WARD COMMITTEE CONSULTATIONS PER TYPE

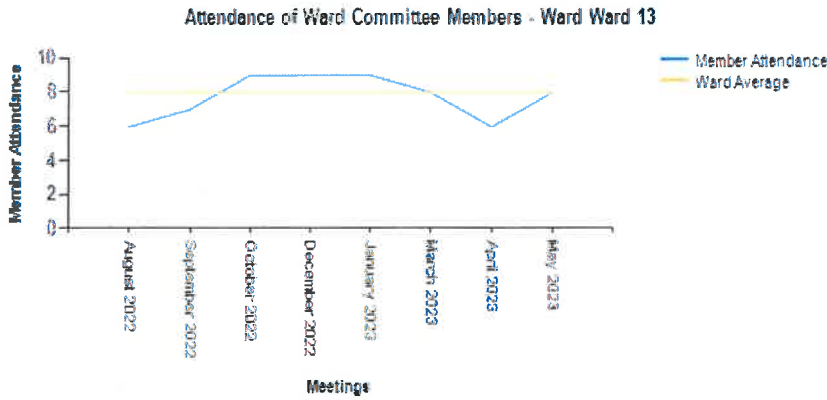


PERFORMANCE REPORT : WARD 13 - PERIOD: 01/07/2022 TO 30/06/2023

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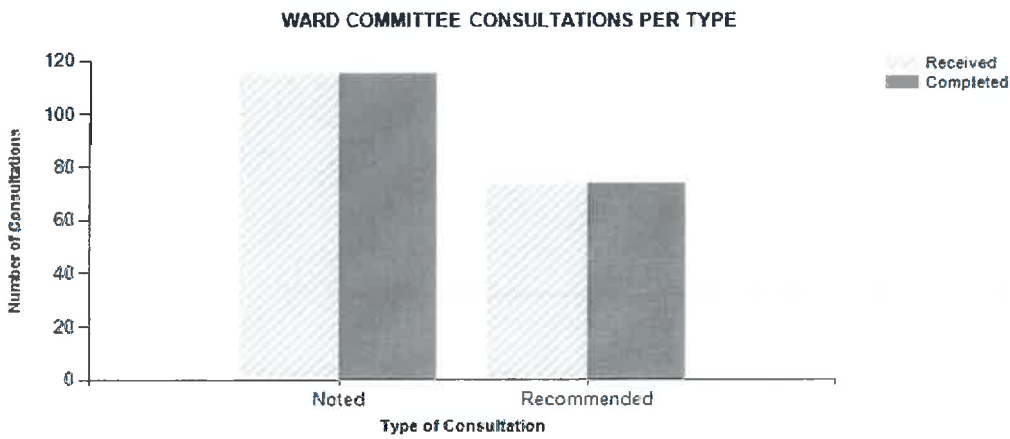
ATTENDANCE OF WARD COMMITTEE MEMBERS

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	April 2023	May 2023	TOTAL	AVERAGE
Present	6	7	9	9	9	8	6	8	62	8.00



WARD COMMITTEE CONSULTATIONS

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
115	115	74	74	189	189



14/14

PERFORMANCE REPORT: WARD 14 - PERIOD: 01/07/2022 TO 30/06/2023

Attendance of Ward Committee Members

Attendance	August 2022	September 2022	October 2022	December 2022	January 2023	March 2023	April 2023	May 2023	TOTAL	AVERAGE
Present	7	6	5	10	10	8	5	9	60	8.00

Ward Committee Consultations

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
44	44	3	3	47	47

WARD COMMITTEE CONSULTATIONS PER TYPE

