



Western Cape
Government

FOR YOU

Human Settlements



Department of Human Settlements

Annual Report 2020/21

Department of Human Settlements
Western Cape

Vote 8

Annual Report
2020/21
Financial Year

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Part A: General Information



1.

DEPARTMENT’S GENERAL INFORMATION

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2. LIST OF ACRONYMS

ABTs	Alternative Building Technologies
AG	Auditor-General
AGSA	Auditor-General of South Africa
AO	Accounting Officer
APP	Annual Performance Plan
BAC	Bid Adjudication Committee
BAS	Basic Accounting System
B-BBEE	Broad-Based Black Economic Empowerment
BCP	Business Continuity Plan
BEC	Bid Evaluation Committee
CGRO	Corporate Governance Review and Outlook
CoCT	City of Cape Town
CoE	Compensation of Employees
COVID-19	Coronavirus Disease 2019
CPC	Construction Procurement Committee
CSC	Corporate Services Centre
D:ERM	Directorate: Enterprise Risk Management
DHS	Department of Human Settlements
DMP	Disaster Management Plan
DoRA	Division of Revenue Act
DotP	Department of the Premier
DPSA	Department of Public Service and Administration
DSOP	Departmental Specific Operational Plan
DTPW	Department of Transport and Public Works
EEDBS	Enhanced Extended Discount Benefit Scheme
EHW	Employee Health and Wellness
EPWP	Expanded Public Works Programme
ERM	Enterprise Risk Management
ERMCO	Enterprise Risk Management Committee
EXCO	Executive Committee
FLISP	Finance Linked Individual Subsidy Programme
FTE	Full-Time Equivalents

GAP	Governance Action Plan
GPSSBC	General Public Service Sector Bargaining Council
HDI	Historically Disadvantaged Individual
HIRA	Hazard Identification and Risk Assessment
HoD	Head of Department
HSDG	Human Settlements Development Grant
HSS	Housing Subsidy System
IC	Internal Control
ICT	Information and Communication Technology
IDP	Integrated Development Plan
IGR	Intergovernmental Relations
IMLC	Institutional Management and Labour Committee
IRDP	Integrated Residential Development Programme
IRT	Integrated Reporting Tool
ISSP	Informal Settlement Support Programme
LRA	Labour Relations Act
M&E	Monitoring & Evaluation
MEC	Member of Executive Council
MTEC	Medium-Term Expenditure Committee
NGO	Non-Governmental Organisation
NHFC	National Housing Finance Corporation
OHS	Occupational Health and Safety
OPSCAP	Operations Capability
PAC	Public Accounts Committee
PAY	Premier's Advancement of Youth
PEHG	Provincial Emergency Housing Grant
PERSAL	Personnel and Salaries Management System
PFMA	Public Finance Management Act
PFS	Provincial Forensic Services
PHSHDAs	Priority Human Settlements and Housing Development Areas
PHP	People's Housing Process
PILIR	Policy on Incapacity Leave and Ill-Health Retirement
PPPFA	Preferential Procurement Policy Framework Act

General Information

PPP	Public Private Partnerships
PRF	Provincial Revenue Fund
PSC	Project Steering Committee
PSCBC	Public Service Coordinating Bargaining Council
PSRMF	Public Sector Risk Management Framework
PT	Provincial Treasury
RHT	Rental Housing Tribunal
SALGA	South African Local Government Association
SAPS	South African Police Service
SBTs	Sustainable Building Technologies
SCM	Supply Chain Management
SCOPA	Standing Committee on Public Accounts
SDF	Spatial Development Framework
SDIP	Service Delivery Improvement Plan
SHERQ	Safety Health Environment Risk and Quality
SHIs	Social Housing Institutions
SMS	Senior Management Service
SMT	Systems Monitoring Tool
SOP	Standard Operating Procedure
TDRG	Title Deed Restoration Grant
ToR	Terms of Reference
UISP	Upgrading of Informal Settlements Programme
USDG	Urban Settlement Development Grant
WCDHS	Western Cape Department of Human Settlements
WCG	Western Cape Government
WCSD	Western Cape Suppliers' Database

3. FOREWORD BY PROVINCIAL MINISTER OF THE DEPARTMENT

There can be no doubt that the 2020/21 financial year was quite a unique and challenging year owing to the COVID-19 pandemic. As a consequence of the pandemic, a number of our project sites were severely affected which led to a complete shutdown for the duration of the hard lockdown. In addition to this, the Department was dealt with yet another blow. Our annual allocation of the Human Settlements Development Grant (HSDG) was drastically reduced, which further delayed our delivery. However, as a resilient and forward-thinking organ of state, we took both challenges in our stride and refocused our delivery mechanism.

We were innovative and strategic in our approach, and ensured that we continued to change our people’s lives and livelihoods, even though we were faced with these mountainous challenges. This clearly demonstrates the effectiveness of our four key drivers, which I introduced in 2019:

1. Radical Acceleration of Housing Opportunities;
2. Radical Implementation of Innovative Solutions;
3. An Integrated Approach to Human Settlements; and
4. Radical Empowerment and Job Creation.

Amidst these and many other challenges, we’ve remained steadfast to drastically improve the lives of our people. We understand that part of our primary function is to not only provide a housing opportunity, but to ensure that an individual and by extension their family’s dignity is restored.

This was evident in the **12 764** housing opportunities afforded to deserving and qualifying beneficiaries. In addition to this, we were able to empower our people by making them owners of their properties with the transfer of **6 352** title deeds. True empowerment is ownership.

We’ve been quite aggressive and deliberate in our plan with the aim to empower our people, whilst also creating much-needed job and economic opportunities. This started with more than **67%** of our Human Settlement Development Grant (HSDG) being spent on Small, Medium and Micro Enterprises (SMME’s), with a particular focus on youth and women.

This is shown in the appointment of more than **14%** of contractors with woman representation against a target of 10% and more than **5%** of contractors with youth representation against a target of 4%. We further ensured the creation of **937** job opportunities against a target of 800.

Regrettably we only trained **56** young people against a target of 150. This is largely due to the impact of the COVID-19 regulations and the contact engagements that could not occur, particularly since our trainings are primarily practical in nature.

In the new financial year, we will continue on this trajectory and have already begun our focused approach by prioritising the affordable housing market as well as the upgrade of informal settlements. Simply put, we will be creating increased housing opportunities for the affordable housing market, who earn too much to qualify for a fully state subsidised house, yet too little for assistance from mortgage/financial institutions. Plans are underway with pilot projects and other forms of affordable housing opportunities, which will, in the not so distant future deliver exceptional results.

I am particularly looking forward to the rolling out of the following two pilot projects for the affordable housing market:

General Information

1. The delinking of the Finance Linked Individual Subsidy Programme (FLISP) from being a mortgage only option, but will now include other funding sources; and
2. The deferred ownership, which simply put is a rent to own/buy scheme for those qualifying beneficiaries who are not able to get mortgage approval due to adverse credit scores.

These are all part of our goal to “enable a resilient, sustainable, quality and inclusive living environment,” regardless of creed, culture, sexual orientation, language and background.

I wish to thank the senior management and staff of the Department for their resolute commitment, innovation and excellence. I look forward to working with all in the Department to ensure that more deserving and qualifying people’s lives are drastically improved during the 2021/22 financial year and beyond.



Tertuis Simmers
Provincial Minister of Human Settlements
Western Cape Government

22 November 2021

4. REPORT OF THE ACCOUNTING OFFICER

Overview of the operations of the Department

The 2020/21 financial year was the first year for implementation of the Strategic Plan 2020 - 2025. However, the COVID-19 pandemic drastically impacted service delivery. This has seen the departmental budget being reduced. The Department spent funding on securing sites to prevent land invasions which later resulted in the Department re-tabling its 2020/21 Annual Performance Plan (APP).

Despite the pandemic, the following highlights were experienced by the Department per Outcome, during the financial year under review:

Improved efficiencies

The Department over-achieved on its five-year target in the first year of implementation, by enhancing six (6) Information Communication Technology (ICT) systems during the 2020/21 financial year. The over-achievement was a result of challenges imposed by the COVID-19 pandemic. The Department enhanced additional systems in order to fulfill its mandate and deliver the necessary services to its beneficiaries.

To further improve efficiencies, efforts were made to ensure that invoices are processed and paid to suppliers and service providers within 30 days. The Department also embarked on roadshows in all municipalities in a quest to capacitate stakeholders with information relating to human settlements and foster a common understanding.

Liveable neighbourhoods

Over the medium-term strategic period (2020-25), the Department will invest in the gazetted Priority Human Settlements and Housing Development Areas (PHSHDAs). The Department has approved ten (10) human settlement projects, which are aligned to the provincial and national priorities. Furthermore, all municipalities were provided with technical support so that they could package Human Settlements projects.

Access to adequate housing and empowerment opportunities for citizens in the Western Cape

The Department’s 5-year target for the provision of housing opportunities has been set for 80 000 opportunities. In the 2020/21 financial year, against the target of 14 853 housing opportunities the Department delivered **12 764** which amounts to 86%.

Opportunity	Planned Annual Target 2020/21	Actual Achievement 2020/21
Housing units	8 506	6 247
Serviced sites	5 697	5 204
Enhanced Extended Discount Benefit Scheme (EEDBS)	650	1 313
Total number of housing opportunities	14 853	12 764

General Information

The under-performance is due to a number of factors such as land invasions, gangsterism, poor performance of contractors and vandalism of units during level 4 and 5 lockdown. In addition, delays in the marketing and sale of housing units resulted in less FLISP applications being received than was anticipated.

The importance of innovative solutions in construction is of paramount importance. The Department recognises this and continued with the exploration of sustainable building technologies (SBT) initiatives in various projects, resulting in the construction of **1 035** housing units being constructed with elements of SBT, such as energy, water and sanitation. This was against a target of 1 000 housing units.

The Department is determined in facilitating job creation. In this regard, **67.53%** of the Human Settlements Development Grant (HSDG) was spent on targeted groups. In addition, it has appointed **14.68%** of contractors with women representation against a target of 10% and **5.34%** of contractors with youth representation against a target of 4%. The over-achievement is attributed to initiatives by the Department to encourage participation of women and youth contractors in the economic mainstream, which yielded positive results.

Furthermore, in terms of empowerment opportunities, the Department facilitated **937** job opportunities against a target of 800 and trained **56** young people against a target of 150. The training of young people was severely hampered by the various alert levels and the associated lockdown regulations and restrictions imposed by National Government.

Improved security of tenure through home ownership

During the year under review, the Department transferred **6 352** title deeds against the target of 8 110.

Output Indicator	Planned Annual Target 2020/21	Actual Achievement 2020/21
Title deeds registered for new (post-2014)	7 000	2 642
Title deeds registered to eradicate pre-2014	1 000	3 598
Title deeds transferred to qualifying beneficiaries of pre-1994	110	112
Total number of title deeds transferred	8 110	6 352

The under-performance for the number of title deeds registered for new (post-2014) is attributed to the limited availability of deeds information from the Deeds Office during the year under review.

Overview of the financial results of the Department

Departmental receipts

The Department exceeded the amount targeted for collection in its revenue budget by R49 588 million, for the period under review.

The table below provides a breakdown of the revenue collected:

Departmental receipts	2020/21			2019/20		
	Estimate	Actual Amount Collected	(Over)/ Under Collection	Estimate	Actual Amount Collected	(Over)/ Under Collection
	R'000	R'000	R'000	R'000	R'000	R'000
Sale of goods and services other than capital assets	122	82	40	116	119	(3)
Interest, dividends and rent on land	778	2 870	(2 092)	738	98	640
Sale of capital assets	-	12	(12)	-	8	(8)
Financial transactions in assets and liabilities	65 945	113 469	(47 524)	62 506	130 179	(67 673)
Total	66 845	116 433	(49 588)	63 360	130 404	(67 044)

Included in the amount of interest is R78 000 in respect of Departmental debt and R570 000 in respect of various PHP projects. The amount of R2.222 million received for Rent on Land is in respect of occupational rent for the selling of Finance Linked Individual Subsidy Programme (FLISP) houses and other rental income.

Other receipts include Recoverable Revenue that consists of sale of FLISP units to the value of R29.274 million, refunds from the City of Cape Town for closed housing projects of R4.508 million, refund of unspent funds from municipalities of R28.572 million and Eskom rebates of R29.592 million.

Other sales include commission on insurance and garnishee orders administered via PERSAL of R68 000, Sale of minor assets of R3 000 and Sale of tender documents at R9 000.

The amount of R12 000 was received for the sale of scrap machinery and equipment.

Programme Expenditure

Programme Name	2020/21			2019/20		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Programme 1: Administration	127 614	124 893	2 721	122 807	122 807	-
Programme 2: Housing Needs, Research and Planning	25 342	24 170	1 172	27 336	27 336	-
Programme 3: Housing Development	2 237 541	2 196 164	41 377	2 497 333	2 496 984	349
Programme 4: Housing Asset Management	36 290	35 380	910	36 645	36 645	-
Total	2 426 787	2 380 607	46 180	2 684 121	2 683 772	349

Explanation of Variance per Programme	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Programme 1: Administration	127 614	124 893	2 721	0.02
Underspending on Compensation of Employees (CoE) is due to the non-filling of posts due to uncertainty of future CoE budget.				
Programme 2: Housing Needs, Research and Planning	25 342	24 170	1 172	0.05
Underspending on Compensation of Employees (CoE) is due to the non-filling of posts due to uncertainty of future CoE budget.				
Programme 3: Housing Development	2 237 541	2 196 164	41 377	0.02
Underspending of R70.800 million on Households is due to the non-spending of the Provincial Emergency Housing Grant (PEHG) that was appropriated in February 2021. The delay in the spending of PEHG was further exacerbated by the outstanding planning approvals. The over expenditure of R 30.721 million is in respect of security spent on the Killarney Gardens land parcel owned by the department and claimed erroneously from City of Cape Town.				
Programme 4: Housing Asset Management Property Management	36 290	35 380	910	0.03
Underspending on Compensation of Employees (CoE) is due to the non-filling of posts due to uncertainty of future CoE budget. The savings on Goods and Services were mainly on Legal Services (R185 000). This was due to COVID-19 lockdown measures whereby the State Attorney and Deeds office were closed.				
Total	2 426 787	2 380 607	46 180	0.02

Explanation of Variance per Economic Classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
Compensation of Employees	237 431	231 515	5 916	0.02
Underspending on Compensation of Employees (CoE) is due to the non-filling of posts due to uncertainty of future CoE budget.				
Goods and Services	85 291	85 106	185	0.0
The savings on Goods and Services were mainly on Legal Services amounting to R185 000. This was due to COVID-19 lockdown measures whereby the State Attorney and Deeds office were closed.				
Other Transfer to Households	2 038 814	1 998 735	40 079	0.02
Underspending of R70.800 million on Households is due to the non-spending of the Provincial Emergency Housing Grant (PEHG) that was appropriated in February 2021. The delay in the spending of PEHG was further exacerbated by the outstanding planning approvals. The over expenditure of R 30.721 million is in respect of security spent on the Killarney Gardens land parcel owned by the department and claimed erroneously from City of Cape Town.				
Total	2 361 536	2 315 356	46 180	0.02

SHIFTS AND VIREMENTS PER PROGRAMME

Programme	Adjusted appropriation	Shifts	Virements	Final Appropriation	Actual Expenditure	Rollovers	Surrenders
	R '000	R '000	R '000	R '000	R '000	R '000	R '000
Programme 1: Administration	127 437	-	177	127 614	124 893	-	2 721
Programme 2: Housing Needs, Research and Planning	26 599	-	(1 257)	25 342	24 170	-	1 172
Programme 3: Housing Development	2 236 718	-	823	2 237 541	2 196 164	-	41 377
Programme 4: Housing Asset Management Property Management	36 033	-	257	36 290	35 380	-	910
TOTAL	2 426 787	-	-	2 426 787	2 380 607	-	46 180

SHIFTS AND VIREMENTS PER ECONOMIC CLASSIFICATION FOR THE VOTE

Programme	Adjusted appropriation	Shifts	Virements	Final Appropriation	Actual Expenditure	Rollovers	Surrenders
	R '000	R '000	R '000	R '000	R '000	R '000	R '000
Compensation of Employees	246 995	(9 564)	-	237 431	231 515	-	5 916
Goods and Services	152 742	(66 194)	(1 257)	85 291	85 106	-	185
Provinces and Municipalities	48 388	4 178	1 337	53 903	53 903	-	-
Departmental agencies and accounts	7	11	-	18	18	-	-
Higher Education Institution	400	-	-	400	400	-	-
Non-profit institutions	-	-	-	-	-	-	-
Households	1 972 542	70 379	(257)	2 042 664	2 002 585	-	40 079
Payments for capital assets	5 413	1 318	177	6 908	6 908	-	-
Payments for financial assets	300	(128)	-	172	172	-	-
TOTAL	2 426 787	-	-	2 426 787	2 380 607	-	46 180

The total under-expenditure amounting to R46 180 000 on the Vote consists of the following:

The under-expenditure of R5 916 000 on Compensation of Employees (CoE) is due to the non-filling of vacant posts; no appointments of Interns; non-awarding of performance bonuses and the non-implementation of the Cost of Living Adjustment.

The under-expenditure of R185 000 on Goods and Services was i.r.o. Legal Services. This was due to COVID-19 lockdown measures whereby the State Attorney and Deeds office were closed.

Underspending of R70.800 million on Households is due to the non-spending of the Provincial Emergency Housing Grant (PEHG) that was appropriated in February 2021. The delay in the spending of PEHG was further exacerbated by the outstanding planning approvals. The over expenditure of R 30.721 million is in respect of security spent on the Killarney Gardens land parcel owned by the department and claimed erroneously from City of Cape Town.

Programme 1: Administration – R177 000

Economic Classification	Adjusted Appropriation	Shifts	Virement	Final Appropriation	Actual expenditure	Rollovers	Surrenders
	R '000	R '000	R '000	R '000	R '000	R '000	R '000
Compensation of Employees	97 693	(20)	-	97 673	94 952	-	2 721
Goods and Services	20 745	(1 202)	-	19 543	19 543	-	-
Provinces and Municipalities	-	-	-	-	-	-	-
Departmental agencies and accounts	7	11	-	18	18	-	-
Non-profit institutions	-	-	-	-	-	-	-
Households	3 279	21	-	3 300	3 300	-	-
Payments for capital assets	5 413	1 318	177	6 908	6 908	-	-
Payments for financial assets	300	(128)	-	172	123	-	-
TOTAL	127 437	-	177	127 614	124 893	-	2 721

The total under-expenditure amounting to R2 721 000 on this Programme consist of Compensation of Employees, which is due to the non-filling of vacant posts; no appointments of interns; non-awarding of performance bonuses and the non-implementation of the Cost of Living Adjustment. It was surrendered to the Provincial Revenue Fund (PRF).

The under-expenditure of R1 202 000 on Goods and Services will be used to finance the over-expenditure of R1 318 000 on Payments for Capital Assets which includes Machinery and Equipment and Software and Intangible Assets, of which R1 202 000 will be shifted from Goods and Services within the Programme and the balance of R177 000 will be financed from under-expenditure on Goods and Services in Programme 2.

The over-expenditure of R21 000 on Households: Social Benefits is due to leave gratuities and retirement benefits for staff exiting the service. This will be shifted from under-expenditure on Compensation of Employees within the Programme.

The under-expenditure of R128 000 on Payments for Financial Assets will be shifted to over-expenditure on Departmental Agencies (R11 000) and Accounts and Payments for Capital Assets (R117 000) within the Programme.

The total virement to this programme equals 0.14% of the amount appropriated under this main division in the Adjusted Estimates 2020.

Programme 2: Housing Needs, Research and Planning — R1 257 000

Economic Classification	Adjusted Appropriation	Shifts	Virement	Final Appropriation	Actual expenditure	Rollovers	Surrenders
	R '000	R '000	R '000	R '000	R '000	R '000	R '000
Compensation of Employees	24 613	(41)	-	24 572	23 400	-	1 172
Goods and Services	1 986	-	(1 257)	729	729	-	-
Provinces and Municipalities	-	-	-	-	-	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-
Non-profit institutions	-	-	-	-	-	-	-
Households	-	41	-	41	41	-	-
Payments for capital assets	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-
TOTAL	26 599	-	(1 257)	25 342	24 170	-	1 172

The total under-expenditure amounting to R1 172 000 on this Programme consists of Compensation of Employees, which is due to the non-filling of vacant posts; no appointments of interns; non-awarding of performance bonuses and the non-implementation of the Cost of Living Adjustment. The R1 172 000 will be surrendered to the Provincial Revenue Fund.

The under-expenditure of R1 257 000 on Goods and Services will be used to finance the over-expenditure of R177 000 on Payments for Capital Assets, which includes Machinery and Equipment and Software and Intangible Assets in Programme 1 and the balance of R1 080 000 will be shifted to Programme 3 to finance the over-expenditure on Transfer and Subsidies: Provinces and Municipalities.

The over-expenditure of R41 000 on Households: Social Benefits is due to leave gratuities and retirement benefits for staff exiting the service that will be shifted from under-expenditure on Compensation of Employees within the Programme.

The total virement to this programme equals (4.73%) of the amount appropriated under this main division in the Adjusted Estimates 2020.

Programme 3: Housing Development — R823 000

Economic Classification	Adjusted Appropriation	Shifts	Virement	Final Appropriation	Actual expenditure	Rollovers	Surrenders
	R '000	R '000	R '000	R '000	R '000	R '000	R '000
Compensation of Employees	100 084	(9 198)	-	90 886	89 588	-	1 298
Goods and Services	119 638	(64 671)	-	54 967	54 967	-	-
Provinces and Municipalities	47 333	3 857	1 080	52 270	52 270	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-
Higher Education Institution	400	-	-	400	400	-	-
Non-profit institutions	-	-	-	-	-	-	-
Households	1 969 263	70 012	(257)	2 039 018	1 998 939	40 079	-
Payments for capital assets	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-
TOTAL	2 236 718		823	2 237 541	2 196 164	40 079	1 298

The total under-expenditure amounting to R1 298 000 on this Programme consists of Compensation of Employees, which is due to the non-filling of vacant posts; no appointments of interns; non-awarding of performance bonuses and the non-implementation of the Cost of Living Adjustment. It was surrendered to the PRF.

A further amount of R9 174 million originally for Compensation of Employees (CoE) under Operational Capital (OPSCAP) of the Human Settlements Development Grant (HSDG) was shifted to provide for additional subsidies for qualifying beneficiaries.

The over-expenditure of R24 000 on Households: Social Benefits is due to leave gratuities and retirement benefits for staff exiting the service that will be shifted from under-expenditure on Compensation of Employees within the Programme.

The under-expenditure of R64 671 000 on Goods and Services will be shifted within the Programme to finance the over-expenditure on transfers to households. This is due to capitalisation of professional fees to approved projects.

The over-expenditure on Provinces and Municipalities of R1 080 000 will be financed from under-expenditure on Goods and Services in Programme 2.

The under-expenditure of R257 000 on Households: Other Transfers to Households will be shifted to Programme 4 to finance the over-expenditure on Provinces and Municipalities.

The total virement to this Programme equals 0.04% of the amount appropriated under this main division in the Adjusted Estimates 2020.

Programme 4: Housing Asset Management Property Management – R 257 000

Economic Classification	Adjusted Appropriation	Shifts	Virement	Final Appropriation	Actual expenditure	Rollovers	Surrenders
	R '000	R '000	R '000	R '000	R '000	R '000	R '000
Compensation of Employees	24 605	(305)	-	24 300	23 575	-	725
Goods and Services	10 373	(321)	-	10 052	9 867	-	185
Provinces and Municipalities	1 055	321	257	1 633	1 633	-	-
Departmental agencies and accounts	-	-	-	-	-	-	-
Higher Education Institution	-	-	-	-	-	-	-
Non-profit institutions	-	-	-	-	-	-	-
Households	-	305	-	305	305	-	-
Payments for capital assets	-	-	-	-	-	-	-
Payments for financial assets	-	-	-	-	-	-	-
TOTAL	36 033	-	257	36 290	35 380	-	910

The total under-expenditure amounting to R910 000 on this Programme consists of Compensation of Employees (R725 000), which is due to the non-filling of vacant posts; no appointments of interns; non-awarding of performance bonuses and the non-implementation of the Cost of Living Adjustment and Goods and Services: Legal Services (R185 000). It was surrendered to the PRF.

The over-expenditure of R305 000 on Households: Social Benefits is due to leave gratuities and retirement benefits for staff exiting the service that will be shifted from under-expenditure on Compensation of Employees within the Programme.

The under-expenditure of R321 000 on Goods and Services will be shifted within the Programme to finance the over-expenditure on Provinces and Local Governments: Municipal Bank Account: Rates and Taxes.

The over-expenditure on Provinces and Municipalities of R257 000 will be financed from under-expenditure on Households: Other Transfers to Households in Programme 3.

The total virement to this Programme equals 0.71% of the amount appropriated under this main division in the Adjusted Estimates 2020.

All the above-mentioned virements are within the 8% limit in terms of Section 43(2) of the Public Finance Management Act (PFMA).

SHIFTS WITHIN MAIN DIVISIONS/PROGRAMMES

Various other shifts within the above-mentioned Programmes have been made as indicated on the attached Appropriation Statements to give effect to changes as identified after the Adjustments Estimates.

FUNDS TO BE SURRENDERED

PROVINCIAL EMERGENCY HOUSING GRANT: R40 079 000

Underspending of R70.800 million on Households is due to the non-spending of the Provincial Emergency Housing Grant (PEHG) that was appropriated in February 2021. The delay in the spending of PEHG was further exacerbated by the outstanding planning approvals. The over expenditure of R 30.721 million is in respect of security spent on the Killarney Gardens land parcel owned by the department and claimed erroneously from City of Cape Town.

Underspending of R5 916 million on CoE and R185 000 on goods and services will be surrendered to the Provincial Revenue Fund.

Unauthorised, fruitless and wasteful expenditure

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

Public Private Partnerships (PPPs)

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

Activities to be discontinued

No activities are to be discontinued.

New or proposed key activities

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

Supply chain management

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

Gifts and Donations

R3 000 worth of sympathy flowers and gift baskets were donated to staff during the financial year under review.

Exemptions and deviations received from the National Treasury

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

Events after the reporting date

See Note 28 of the Annual Financial Statements.

Principal-Agent Arrangement

See Note 31 of the Annual Financial Statements.

Related parties

See note 25 of the Annual Financial Statements.

Other

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

Acknowledgement/s or Appreciation

I would like to express my gratitude to the Provincial Minister of Human Settlements, departmental staff, staff of the Auditor-General, the Audit Committee, Provincial Parliament, Corporate Service Centre (CSC), Provincial Treasury and municipalities for assisting the Department in delivering integrated human settlements during the 2020/21 financial year.

Approval and sign off

The Annual Financial Statements set out on pages 153-215 have been approved by the Accounting Officer.



Phila Mayisela
Accounting Officer
Department of Human Settlements

22 November 2021

5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF THE ACCURACY OF THE ANNUAL REPORT

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

All information and amounts disclosed throughout the annual report are consistent. The annual report is complete, accurate and free from any omissions. The annual report has been prepared in accordance with the guidelines on the annual report as issued by National Treasury.

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

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

The external auditors are engaged to express an independent opinion on the annual financial statements.

In my opinion, the annual report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the Department for the financial year ended 31 March 2021.

Yours faithfully



Phila Mayisela
Accounting Officer
Department of Human Settlements

22 November 2021

6. STRATEGIC OVERVIEW

Vision

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

Mission

The mission for the Department of Human Settlements is:

- To provide settlements that offer good basic and socio-economic services;
- To offer a range of rental and ownership options that respond to the varied needs and income of households; and
- To consistently improve settlements through joint citizen and government effort supported by private sector contributions.

Values

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

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

Accountability – Being open and transparent about what the Department wants to achieve, and about its performance against the pre-determined objectives.

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

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

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

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

7. LEGISLATIVE AND OTHER MANDATES

Constitutional mandates

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

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

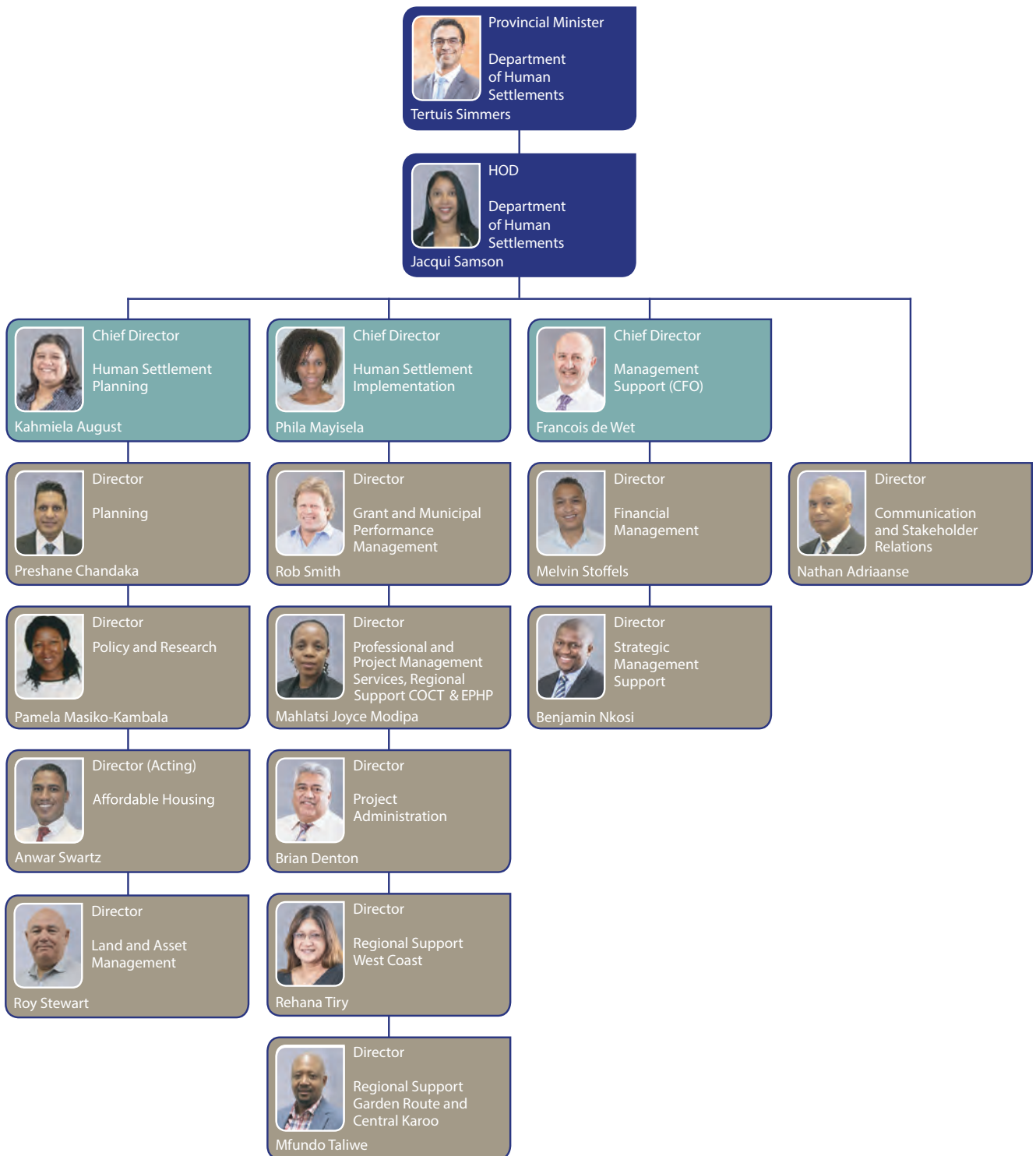
The Constitution further provides that housing is a competency that is held concurrently by national and provincial governments.

Statutory mandates

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

- Housing Act (Act 107 of 1997);
- Prevention of Illegal Eviction from and Unlawful Occupation of Land Act (Act 19 of 1998);
- Housing Consumers Protection Measures Act (Act 95 of 1998);
- Rental Housing Act (Act 50 of 1999);
- Home Loan and Mortgage Disclosure Act (Act 63 of 2000);
- Housing Development Agency Act (Act 23 of 2008);
- Social Housing Act (Act 16 of 2008);
- Sectional Titles Management Act (Act 8 of 2011);
- Community Scheme Ombud Service Act (Act 9 of 2011);
- Western Cape Housing Development Act (Act 6 of 1999); and
- Western Cape Land Use Planning Act (Act 3 of 2014).

8. ORGANISATIONAL STRUCTURE AS AT 31 MARCH 2021



Phila Mayisela has been acting Head of Department since 8 June 2021.

9. ENTITIES REPORTING TO THE PROVINCIAL MINISTER

None

Pacaltsdorp, George



Part B: Performance Information



1. AUDITOR-GENERAL'S REPORT: PREDETERMINED OBJECTIVES

The Auditor-General of South Africa (AGSA) currently performs certain audit procedures on the performance information to provide reasonable assurance in the form of an audit conclusion. The audit conclusion on the performance against predetermined objectives is included in the report to management, with no material findings being reported under the Predetermined Objectives heading in the Report on other legal and regulatory requirements section of the auditor's report.

Refer to page 149 of the Report of the Auditor-General, published as Part E: Financial Information.

2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

2.1 Service Delivery Environment

There were several external factors which impacted the service delivery environment during 2020/21 financial year. These factors can be attributed to different variables, such as what is happening in the political arena, both Nationally and Provincially, the economic environment and the social and technology spaces. The COVID-19 pandemic brought about a complete shift in the way the Department implemented its Annual Performance Plan 2020/21.

The following is an account of some of these factors:

2.1.1 COVID-19

During 2020, the Department implemented its Annual Performance Plan while also addressing the effects of the COVID-19 pandemic. In response to the pandemic, the Department assisted with the logistics of the provision of water and sanitation facilities through its Informal Settlements Support Programme (ISSP). In addition, the National Department of Human Settlements (NDoHS) identified the need to de-densify overcrowded areas in a further attempt to contain the virus. Three (3) areas, namely Dunoon, Kosovo and iThemba were identified for de-densification, targeting a total of 6 500 households. The Department worked closely with the City of Cape Town and the Housing Development Agency (HDA) to develop an implementation plan for the de-densification of these identified areas. The Department had identified and made land parcels available in close proximity to hot spots for de-densification.

2.1.2 Recovery Plan

The Western Cape Government developed a Recovery Plan to address the key issues that face the Province focusing on the following aspects:

- Jobs
- Safety
- Wellbeing

In terms of Jobs, the Department spent **67.53%** of its Human Settlement Development Grant (HSDG) benefitting contractors with Historically Disadvantaged Individuals (HDI). In addition, the Department facilitated **937** job opportunities through the Expanded Public Works Programme (EPWP), specifically within the construction industry. With regard to Safety, the Department has begun a process of reviewing appropriate settlement designs, plan layouts and typologies, aiming to provide safer and more cohesive communities. In terms of Wellbeing, the Department continued its efforts to provide people with dignity, through the provision of basic services, which includes water and sanitation in informal settlements and on serviced sites.

2.1.3 Community instability and engagement

Community instability continued to be a real risk for the Department, creating delays in projects, and impacting negatively on service delivery. With the COVID-19 pandemic and the associated lockdown regulations, gangsterism and land invasions increased significantly, resulting in project stoppages and exorbitant security costs. In this regard, the Department had to provide additional security and erect fencing to secure its sites. The emergence of construction cartels under the guise of business forums further created instability.

2.1.4 Financial environment

During the year under review, the Department experienced budget cuts due to funding being shifted to other government priorities, i.e. COVID 19. This resulted in a number of targets being reduced to accommodate the shortfall. In addition, R340 million was spent on securing sites to prevent land invasions, which further impacted on the Department's ability to deliver on its services.

2.1.5 Reprioritisation

During the reporting period, the NDoHS issued a directive stating that projects that are planned to deliver units will only be supported if they will benefit the elderly, military veterans, people living with disabilities. This required the Department to review its projects and engage with all municipalities to ensure their compliance with the directive.

2.1.6 Municipal capacity

The Department continued to monitor and support all municipalities in the Province. Various forms of capacity building initiatives and engagements including transfer of skills and allocation of personnel were meted out to municipalities. These skills enabled municipalities to improve long-term planning, the quality and credibility of human settlement projects and plans. While municipal capacity has improved, the Department was still required to project manage the implementation of certain projects, due to challenges experienced within some municipalities.

2.2 Service Delivery Improvement Plan

The Department completed a Service Delivery Improvement Plan (SDIP) for the period 1 April 2020 to 31 March 2021. The below table is a breakdown of the Department's performance during the 2019/20 financial year (current/actual standard of service) the Planned Performance (desired standard of service) and the actual achievement for the 2020/21 financial year.

Main services and standards

Main services	Beneficiaries	Current/actual standard of service	Desired standard of service	Actual achievement
Provision of Affordable Housing	Middle income groups.	1 606 housing opportunities provided. - The over-achievement was due to a higher demand for non-credit linked and FLISP subsidies than was anticipated.	1 172 housing opportunities.	1 098 housing opportunities provided. - The nation-wide lockdown resulted in delays in the marketing and sale of units. Furthermore, the transfer process of properties to qualifying beneficiaries were not concluded therefore disbursement of subsidies could not be affected in certain instances.

Provision of Serviced Sites to Beneficiaries	Qualifying applicants on the Housing Demand Database.	5 842 serviced sites delivered. - The over-achievement was due to the acceleration of UISP serviced sites.	10 000 serviced sites.	5 204 serviced sites delivered. - The under-performance was due to a number of factors such as land invasions, gangsterism and the lockdown due to the COVID-19 pandemic as well as budget cuts which resulted in delays in the servicing of sites.
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The below table is a breakdown of the Department's performance during the 2019/20 financial year (current/actual achievement), the Planned Performance (desired achievement) and the actual achievement for 2020/21 financial year.

Batho Pele arrangements with beneficiaries (consultation access etc.)

Current/actual arrangement	Desired arrangements	Actual achievements
Provision of Affordable Housing		
Consultation: a) IGR Regional Quality Technical Co-ordination meetings were held with municipalities. Furthermore, regular meetings were held with the public to address their concerns.	Consultation: a) IGR meetings held quarterly with all municipalities to check progress and address concerns.	Consultation: a) Limited engagements with the public and municipalities were held, due to COVID-19 safety protocols.
Courtesy: a) Beneficiaries can obtain relevant information at the Walk-in Centre at 27 Wale Street, Cape Town. Furthermore, officials are trained to address queries raised by applicants and/or beneficiaries in a courteous manner and to observe the Code of Conduct for the Public Service.	Courtesy: a) The Walk-in Centre received all clients courteously and observes the Code of Conduct for the Public Service.	Courtesy: a) During the reporting period, the Walk-in Centre was temporarily moved to 8 Riebeeck Street, Norton Rose House, Cape Town. The Walk-in Centre received all clients courteously and observes the Code of Conduct for the Public Service.
Access: a) The service was accessible at the Walk-in Centre at 27 Wale Street, Cape Town.	Access: a) Via Walk-in Centre at 27 Wale Street, Cape Town.	Access: a) The service was accessible at the Walk-in Centre at 8 Riebeeck Street, Norton Rose House, Cape Town.

Current/actual arrangement	Desired arrangements	Actual achievements
Openness and Transparency: a) A Citizens Report was distributed in the mainstream and community newspapers. b) Suggestion boxes are placed at the Walk-in Centre for public use and responses are reviewed and addressed.	Openness and Transparency: a) A Citizens Report is distributed in the mainstream and community newspapers. b) Suggestion boxes at the Walk-in Centre.	Openness and Transparency: a) A Citizens Report was distributed in the mainstream and community newspapers. b) Suggestion boxes are placed at the Walk-in Centre for public use. The suggestions are reviewed and addressed.
Value for Money: a) Consumer education was done internally, thus no additional costs incurred.	Value for Money: a) Consumer education done internally, thus no additional costs incurred.	Value for Money: a) Consumer education was done internally, thus no additional costs incurred.
Provision of Serviced Sites to Beneficiaries		
Consultation: a) IGR Regional Quality Technical Co-ordination meetings were held with municipalities. Furthermore, regular meetings were held with the public to address their concerns.	Consultation: a) IGR meetings held quarterly with all municipalities to check progress and address concerns.	Consultation: a) Limited engagements with the public and municipalities were held, due to COVID-19 safety protocols.
Courtesy: a) Beneficiaries can obtain relevant information at the Walk-in Centre at 27 Wale Street, Cape Town. Furthermore, officials are trained to address queries raised by applicants and/or beneficiaries in a courteous manner and to observe the Code of Conduct for the Public Service.	Courtesy: a) The Walk-in Centre receives all clients courteously and observes the Code of Conduct for the Public Service.	Courtesy: a) During the reporting period, the walk-in centre was temporarily moved to 8 Riebeek Street, Norton Rose House, Cape Town.
Access: a) The service was accessible at the Walk-in Centre at 27 Wale Street, Cape Town.	Access: a) Via Walk-in Centre at 27 Wale Street, Cape Town.	Access: a) The service was accessible at the Walk-in Centre at 8 Riebeek Street, Norton Rose House, Cape Town.
Openness and Transparency: a) A Citizens Report was distributed in the mainstream and community newspapers. b) Suggestion boxes are placed at the Walk-in Centre for public use and responses are reviewed and addressed.	Openness and Transparency: a) A Citizens Report is distributed in the mainstream and community newspapers. b) Suggestion boxes at the Walk-in Centre.	Openness and Transparency: a) A Citizens Report was distributed in the mainstream and community newspapers. b) Suggestion boxes are placed at the Walk-in Centre for public use. The suggestions are reviewed and addressed.

Current/actual arrangement	Desired arrangements	Actual achievements
Value for Money: a) Consumer education was done internally, thus no additional costs incurred.	Value for Money: a) Consumer education done internally, thus no additional costs incurred.	Value for Money: a) Consumer education was done internally, thus no additional costs incurred.

Service delivery information tool

Current/actual information tools	Desired information tools	Actual achievements
Provision of Affordable Housing		
a) Officials were trained to address queries by applicants and/or beneficiaries.	a) Well informed officials at the Walk-in Centre.	a) Officials were trained to address queries by applicants and/or beneficiaries.
b) Municipal officials were trained to deal with concerns and enquiries relating to housing opportunities.	b) Municipal officials were trained to deal with concerns and enquiries relating to housing opportunities.	b) Municipal officials were trained to deal with concerns and enquiries relating to housing opportunities.
c) TV screens were placed at the Walk-in Centre displaying pertinent information relating to housing opportunities.	c) TV screens at Walk-in Centre displaying relevant human settlements information.	c) TV screens were placed at the Walk-in Centre displaying pertinent information relating to housing opportunities.
d) The Departmental website is regularly updated, which offers information on how to access housing opportunities.	d) Communication campaigns.	d) The Departmental website is regularly updated, which offers information on how to access housing opportunities.
Provision of Serviced Sites to Beneficiaries		
a) Officials were trained to address queries by applicants and/or beneficiaries.	a) Well informed officials at the Walk-in Centre.	a) Officials were trained to address queries by applicants and/or beneficiaries.
b) Municipal officials were trained to deal with concerns and enquiries relating to housing opportunities.	b) Municipal officials were trained to deal with concerns and enquiries relating to housing opportunities.	b) Municipal officials were trained to deal with concerns and enquiries relating to housing opportunities.
c) TV screens were placed at the Walk-in Centre displaying pertinent information relating to housing opportunities.	c) TV screens at Walk-in Centre displaying relevant human settlements information.	c) TV screens were placed at the Walk-in Centre displaying pertinent information relating to housing opportunities.
d) The Departmental website is regularly updated, which offers information on how to access housing opportunities.	d) Communication campaigns.	d) The Departmental website is regularly updated, which offers information on how to access housing opportunities.

Complaints mechanism

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

2.3 Organisational environment

During the 2020/21 financial year, the world was hit by the COVID-19 pandemic. This severely impacted the operations of the Department, as efforts needed to be shifted to deal with the effects of COVID-19.

With a rapidly shrinking budget in terms of the HSDG allocation, growing provincial population, challenging social ills and increasing demand for services, the Department still managed to deliver on its statutory mandates.

For the year under review, the Department has made major improvements to its governance systems and business processes based on the current need. These improvements have directed the Department to reprioritise its service offerings in order to meet the need of its staff as well as the beneficiaries.

Working Environment

During the initial hard lockdown, the Department provided support mechanisms to staff to perform optimally while working remotely. A “Policy on Work Arrangements” was adopted by the HoD which provided officials, supervisors and managers direction when working remotely.

A COVID-compliance committee was established to deal with the health and safety of officials. In an effort to avoid a large number of officials queuing at the main entrance to the building to complete the prescribed screening documents when entering the facility, a new COVID-19 Employee Self Screening Application was developed to assist in speeding up the process. The app enables officials to complete the self-assessment of the COVID-19 questions.

Desktop drops and newsletters were distributed to staff to create awareness and provide updates on the pandemic.

Customer Care

The renovations embarked on to enhance and improve the services rendered by the Walk-in Centre, is now nearing completion. The new and improved Walk-in Centre will be better equipped to address the public’s concerns, lodge complaints or disputes and provide general assistance in terms of Human Settlement enquiries. The Department also introduced a new online customer portal via the web and mobile browser which allows the public to lodge their complaints or disputes remotely. This has been a great value add to customers in terms of accessibility.

Accreditation

The accreditation of municipalities involved the delegation and, subsequently, assignment of certain clearly defined functions in respect of the administration of national housing programmes. Currently the City of Cape Town has an accreditation level 2. Garden Route District Municipality, Stellenbosch, Saldanha Bay, Drakenstein, George and Mossel Bay Municipalities have applied for accreditation. The Department has assisted these municipalities to comply with the criteria for level 2, whereafter they will be assessed by an independent panel as prescribed by the accreditation guidelines issued by the NDoHS.

2.4 Key policy developments and legislative changes

The Department developed its first Sustainable Building Technologies (SBT) policy which promotes innovative approaches to the construction of buildings and the provision of infrastructure in government-subsidised housing in the Western Cape. The overarching objective is to reduce the environmental impact of the developments undertaken by the Department and municipalities, as well as to improve the social and financial benefits for the end-users. It considers the use of green materials, systems, products, methods and maintenance of buildings and infrastructure. The SBT policy serves as a resource for Departmental designers, engineers, project managers as well as service providers. A Tender Evaluation Checklist was created in parallel to assist the Department's procurement staff to evaluate the sustainability of technologies proposed by contractors in submitted tender proposals. This will ensure SBTs are implemented in projects going forward.

3. PROGRESS TOWARDS ACHIEVEMENT OF INSTITUTIONAL IMPACTS AND OUTCOMES

For the year under review, the following progress is reported per Outcome as per the Strategic Plan 2020-2025.

Improved efficiencies

The Department over-achieved its five-year target in the first year of implementation, by enhancing **6** ICT systems during the 2020/21 financial year. This was done to improve the Department interaction with the citizen of the Western Cape Province.

Liveable neighbourhoods

For the year under review, the Department completed an integrated implementation plan and will continue to invest in the 19 declared and gazetted PHDAs.

Access to adequate housing and empowerment opportunities for citizens in the Western Cape

The Department's five-year target for the provision of housing opportunities has been set for 80 000. In this regard, the Department has delivered **11 451** sites and units during the 2020/21 financial year, which results in 14.3% achieved of the five-year target.

Furthermore, in terms of empowerment opportunities, the Department facilitated **937** job opportunities and trained **56** young people against a collective 5 year target of 5 000. The training of young people was severely hampered by the various alert level lockdown regulations and restrictions imposed to limit the spread of COVID-19.

Improved security of tenure through home ownership

For the reporting period, **112** title deeds were transferred to beneficiaries of pre-1994 housing units, against a 5 year target of 500.

4. INSTITUTIONAL PROGRAMME PERFORMANCE INFORMATION

4.1 Programme 1: Administration

Purpose

The purpose of this Programme is to provide overall management in the Department in accordance with all applicable acts and policies. It consists of two Sub-Programmes, namely:

Office of the MEC: To provide for the functioning of the Office of the MEC; and

Corporate Services: To provide corporate support that is non-core for the Department.

Institutional Outcome

Improved efficiencies.

Outcomes, outputs, output indicators, targets and actual achievements

During the reporting period, the Programme ensured that all staff and facilities were operational and compliant throughout the lockdown by implementing the Departmental Business Continuity Plan (BCP) and Contingency Plans.

In terms of ICT, the Department prioritised key ICT projects to facilitate easy flow of work operations that enabled officials and citizens to interface remotely.

The following systems were enhanced:

- *MyTrack* with electronic signatures that enables the Department's officials to sign, track, store and retrieve documents from any location;
- *Consultant Register System* that will enable consultants and contractors to digitally register and submit bids to procurement campaigns run by the Department;
- *Executive Dashboard* that provides a bird's eye view of human settlements project delivery;
- *Online Workbook* for Supply Chain Management that enables the Department's officials to track Supply Chain Management's procurement process;
- *Rental Housing Tribunal Case Management System* that enables tenants and landlords to lodge complaints, track and manage cases online; and
- *New Intranet on MS SharePoint* as a tool for the Department's officials to share knowledge, collaborate and implement workflows.

The Department, through the implementation of the Department's Knowledge Management strategy, also established an Innovation Hub that forms part of its Virtual Resource Centre. This facility will be used to enhance the innovation process to create ideas and develop them into workable projects. The Department continued with its existing Knowledge Management programmes which include the department-specific induction programme sessions for newly appointed officials; a mentorship programme; knowledge cafés; lessons learnt sessions; and knowledge sharing sessions, during the year under review.

Efforts were consistently made to ensure that invoices are processed timeously, and related payments are affected immediately to fully comply to the commitment of paying suppliers and service providers within 30 days.

Outcomes, outputs, output indicators, targets and actual achievements table

This table highlights the original APP targets before re-tabling and the actual performance for the year. (During the 2020/21 financial year, no targets were adjusted in this programme.)

Programme 1: Administration									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations	
Improved efficiencies	Invoices paid	1.1 Percentage of invoices paid within 30 days by 31 March 2021.	New Indicator		98%	98%	-	-	
	Evaluation studies completed	1.2 Number of evaluation studies completed by 31 March 2021.	New Indicator		1	0	-1	Activities to initiate the evaluation process were held back because of the nationwide lockdown.	
	Enhancements on ICT systems completed	1.3 Number of enhancements on ICT systems completed by 31 March 2021.	New Indicator		4	6	+2	Two additional systems were identified for enhancement during the course of the financial year to enable officials to work remotely.	
	Knowledge management projects implemented	1.4 Number of Knowledge Management projects implemented by 31 March 2021.	3	2	1	1	-	-	
	Communication engagements	1.5 Number of municipal roadshows held by 31 March 2021.	New Indicator		4	6	+2	The Department initiated engagements with all regions in the province to disseminate information relating to human settlements to foster a common understanding amongst stakeholders.	
	Business Continuity Plan initiatives executed	1.6 Number of initiatives executed as part of implementing the Departmental Business Continuity Plan by 31 March 2021.	New Indicator		4	9	+5	Various initiatives were executed as mitigating measures in response to the COVID-19 pandemic.	

Strategy to overcome areas of under performance

The Department will leverage on the systems which were enhanced to facilitate remote interactions amongst stakeholders, while adhering to COVID-19 lockdown regulations.

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

None

Reporting on the Institutional Response to the COVID-19 Pandemic

Budget Programme	Intervention	Geographic location (Province/ District/local municipality) (Where Possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where Possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in The APP (where applicable)	Immediate outcomes
Programme 1	Business Continuity Plan	Departmental	N/A	N/A	R148 000	R148 000	1.6 Number of initiatives executed as part of implementing the Departmental Business Continuity Plan by 31 March 2021.	Improved efficiencies

Linking performance with budgets

Sub-Programme Name	2020/21			2019/20		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Office of the MEC	7 351	7 351	-	6 817	6 817	-
Corporate Services	120 263	117 542	2 721	115 990	115 990	-
Total	127 614	124 893	2 721	122 807	122 807	-

4.2 Programme 2: Housing Needs, Research and Planning

Purpose

The purpose of this Programme is to facilitate and undertake housing delivery needs, research and planning. It consists of four Sub-Programmes, namely:

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

Institutional Outcome

Liveable neighbourhoods.

Outcomes, outputs, output indicators, targets and actual achievements

Affordable Housing

The Department implemented various initiatives to improve the credit worthiness of potential beneficiaries. Such initiatives include, but is not limited to deferred ownership and delinking of FLISP.

Human Settlement Planning

The Department continued to support municipalities in the 2020/21 financial year by enhancing the IDP processes of municipalities, and unblocking projects to allow the municipal pipelines of projects to be implemented.

All 25 municipalities received technical planning support with the intention of the accelerated packaging of housing projects. This entails the removal of development planning challenges to projects as well as the positive transversal engagement with the sister departments of Education, Health, Local Government, Environmental Affairs and Development Planning and Transport and Public Works. During the year under review, further support was provided to District Municipalities in line with the Joint District Model.

There are currently 19 Priority Human Settlements and Housing Development Areas (PHSHDAs) which have been promulgated in the Province. The Department has focused efforts on moving the projects within the PHSHDAs towards the implementation phases with assistance to the town planning, township establishment processes and rezoning of land parcels previously acquired within these areas.

The Department, through its Informal Settlement Support Programme (ISSP), is assisting both metro & non-metro municipalities with informal settlement upgrading initiatives. This support to municipalities and related informal settlement communities falls under the policy framework of the National Upgrading of Informal Settlement Programme (NUISP).

Under the Informal Settlements Support Programme (ISSP), the Department procured the services of Non-Governmental Organisations (NGOs) via a Framework Agreement to assist with enumerations, community-based planning, social facilitation (including leadership training, capacity-building and conflict mediation). Eight (8) NGOs were appointed via this agreement to assist municipalities. The ISSP also developed visual communication materials to support these community builders and other stakeholders with informal settlement upgrading initiatives. These materials are available on the Department's website.

Policy and Research

B

The Department developed its first Sustainable Building Technologies (SBT) policy which promotes innovative approaches to the construction of buildings and the provision of infrastructure in government-subsidised housing in the Western Cape. The overarching objective is to reduce the environmental impact of the developments undertaken by the Department and municipalities, as well as to improve the social and financial benefits for the end-users. It considers the use of green materials, systems, products, methods and maintenance of buildings and infrastructure. The SBT policy serves as a resource for Departmental designers, engineers, project managers as well as service providers. A Tender Evaluation Checklist was created in parallel to assist the Department's procurement staff to evaluate the sustainability of technologies proposed by contractors in submitted tender proposals. This will ensure SBTs are implemented in projects going forward.

The policy guideline developed is the Departmental Disaster Management Plan (DMP). A first of its kind for the Department, developed in close consultation with the Western Cape Disaster Management Centre (WCDMC) and various disaster management stakeholders. The objective of the DMP is to provide actionable steps rather than theoretical constructs, with a focus on the Department's risk reduction strategies and projects, as well documenting response strategies and interventions to emergencies/disasters.

The Department's research project investigated the feasibility of amending the Finance Linked Individual Subsidy Programme (FLISP) so that FLISP subsidies can be provided to borrowers of loans other than mortgages. The loans investigated for inclusion in the proposed new "Expanded FLISP" were pension-backed, unsecured and instalment sale loans. Through this research, a range of measures were suggested to ensure government concerns (e.g. subsidy leakage, housing quality, access by the public, loan affordability) could be addressed in the Expanded FLISP.

In addition, the Department continued to support a second phase of the Fire Safety for informal settlements study with Stellenbosch University, using the Fire Safety Guideline developed in 2019/2020 to produce accessible materials on fire safety interventions in informal settlements and for backyarders, e.g. brochures and video content.

Outcomes, outputs, output indicators, targets and actual achievements table based on the originally tabled APP

*This table highlights the original APP targets before re-tabling and the actual performance for quarters 1 and 2. (Re-tabling occurred during November 2020).

Programme 2: Housing Needs, Research and Planning									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	*Actual Achievement 2020/21 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations	Reasons for revisions to the Outputs/ Output Indicators/ Annual Targets
Liveable neighbourhoods	Planning								
	Township establishment processes completed	2.7 Number of township establishments within the priority housing development areas completed by 31 March 2021.	New Indicator		2	0	-2	Resulting from re-prioritisation of budget allocations to projects to cater for COVID-19 activities, it was envisaged to defer this new indicator to the following financial year at the time of re-tabling of the APP targets.	The Department's budget was reduced by R331 million and as a result all targets had to be adjusted to align with the revised budget.

Outcomes, outputs, output indicators, targets and actual achievements table based on the re-tabled APP

**This table highlights the re-tabled APP targets and the actual performance for all quarters. (Re-tableing occurred during November 2020).

Programme 2: Housing Needs, Research and Planning									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	**Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations	
Liveable neighbourhoods	Policy								
	Policies approved	2.1	Number of policies approved by 31 March 2021.		New Indicator	1	-	-	-
	Policy implementation guidelines approved	2.2	Number of policy implementation guidelines approved by 31 March 2021.		New Indicator	1	-	-	-
	Planning								
	Part D of the Annual Performance Plan populated	2.3	Part D of the Annual Performance Plan populated according to the prescribed format of National Treasury by 31 March 2021.		1	1	-	-	-
	Integrated implementation plans completed	2.4	Number of Integrated implementation plans for priority housing development areas completed by 31 March 2021.		New Indicator		1	-	-
	Approved human settlement projects contained in the IDP	2.5	Number of approved human settlement projects contained in the IDP Chapter based on the objectives of Outcome 8 and representing national and provincial priorities by 31 March 2021.		15	10	10	-	-

Programme 2: Housing Needs, Research and Planning								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	**Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations
Liveable neighbourhoods	Municipalities provided with technical support	2.6 Number of municipalities that the Department provides with technical support (including transfer of skills) to enable the municipality to produce development plans for human settlements projects by 31 March 2021.	25	25	25	25	-	-
	Township establishment processes completed	2.7 Number of township establishment processes within the priority housing development areas completed by 31 March 2021.	New Indicator		0	-	-	-
	Research							
	Research reports developed	2.8 Number of research reports developed by 31 March 2021.	2	2	1	1	-	-

Strategy to overcome areas of under performance

None

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

Nationally Prescribed Indicators	Reason for Omission/Amendment	Amended Indicator
Programme 2: Housing Needs, Research and Planning		
Number of pieces of provincial human settlements legislation passed.	The Department is not intending to pass new legislation within the 2020/21 financial year.	N/A
Number of policies and implementation guidelines approved.	The policies and implementation guidelines are developed in isolation, as the implementation guidelines is not necessarily for a newly developed policy.	2.1 Number of policies approved by 31 March 2021.
		2.2 Number of policy implementation guidelines approved by 31 March 2021.
Number of project proposals for research studies approved.	Project proposals are often approved during the year based on a policy/ research gap identified within the Department.	N/A
Number of reports developed in terms of approved research studies and approved for publication.	The indicator has been amended to address the development of research reports.	2.8 Number of research reports developed by 31 March 2021.

Reporting on the Institutional Response to the COVID-19 Pandemic

None

Linking performance with budgets

Sub-Programme Name	2020/21			2019/20		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	14 432	13 547	885	17 153	17 153	-
Planning	10 910	10 623	287	10 183	10 183	-
Total	25 342	24 170	1 172	27 336	27 336	-

4.3 Programme 3: Housing Development

Purpose

The purpose of this Programme is to provide housing opportunities, including access to basic services, to beneficiaries in accordance with the Housing Code. It comprises of four Sub-Programmes, namely:

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

Institutional Outcome

Access to adequate housing and empowerment opportunities for citizens in the Western Cape.

Outcomes, outputs, output indicators, targets and actual achievements

The 2020/21 financial year proved to be a challenging year for the Department, as it could not implement all its projects and thus, was unable to achieve the targets set for serviced sites and housing units.

For housing units, the Department delivered **6 247** against a target of 8 506 and for sites a total of **5 204** was delivered against a target of 5 697.

Construction activities were severely affected by COVID-19 lockdown regulations for the better part of the financial year. The under-performance for both sites and units was based on a number of factors such as land invasion, gangsterism, poor performance of contractors and vandalism of units during level 4 and 5 lockdown which caused many project stoppages and additional expenditure to secure sites. These community dynamics were exacerbated by the COVID-19 pandemic, the associated lockdown protocols and the practical implications to the economy and citizens.

For the year under review, five (5) output indicators were revised in the third quarter. These indicators were re-tabled and adopted in the Provincial Legislature. The rationale for the re-tabling, was due to the Department's budget being reduced and as a result, targets had to be re-adjusted to be in line with the revised budget. Furthermore, a directive was issued by the National Department of Human Settlements to focus on the informal settlement upgrading.

Performance Information

In terms of title deeds, the Department transferred **6 352** title deeds against a target of 8 110.

Output Indicator	Planned Annual Target 2020/21	Actual Achievement 2020/21
Title deeds registered for new (post-2014)	7 000	2 642
Title deeds registered to eradicate pre-2014	1 000	3 598
Title deeds transferred to qualifying beneficiaries of pre-1994	110	112
Total number of title deeds transferred	8 110	6 352

Furthermore, the Department remained committed to facilitating job creation. During this financial year it has spent **67.53%** (R 1,151,572,358) of its HSDG on targeted groups with **14.68%** (R169,005,451) spent on contractors with woman representation against the target of 10% and **5.34%** (R61,497,079) on young contractors against the target of 4%.

The Department continued to encourage women and youth to participate in its training programmes, and for the period under review, the Department trained **56** young people in the built environment sector against a target of 150. This target could not be achieved, due to the enforcement of COVID-19 regulations for the first 3 quarters of the year. Furthermore, the Department provided **937** job opportunities against a target of 800.

During the 2020/21 financial year, the Department delivered **1 035** housing units that incorporated sustainable building technologies such as Concrete Portal, Benex and Hebel blocks against a target of 1 000.

Outcomes, outputs, output indicators, targets and actual achievements table based on the Originally tabled APP

*This table highlights the original APP targets before Re-tabling and the actual performance for quarters 1 and 2. (Re-tabling occurred during November 2020).

Programme 3: Housing Development									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	*Actual Achievement 2020/21 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
Access to adequate housing and empowerment opportunities for citizens in the Western Cape	Finance Linked Individual Subsidy (R3 501 – R22 000 FLISP)								
	FLISP subsidies disbursed	3.2 Number of beneficiaries earning between R3 501 – R22 000 per month provided with subsidies through the Finance Linked Individual Subsidy Programme (FLISP) by 31 March 2021.	465	1 214	1 593	340	-1 253	A directive was issued on the Upgrading of Informal Settlements Programme in response to the COVID-19 pandemic.	The Department's budget was reduced by R331 million and as a result all targets had to be adjusted to align with the revised budget.
	Incremental Housing Programme								
	IRDP sites delivered	3.3 Number of sites connected to basic services as part of the Integrated Residential Development Programme (IRDP) by 31 March 2021.	6 569	4 967	5 287	210	-5 077	The Department's budget was reduced by R331 million and as a result all targets had to be adjusted to align with the revised budget.	The Department's budget was reduced by R331 million and as a result all targets had to be adjusted to align with the revised budget.

Programme 3: Housing Development									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	*Actual Achievement 2020/21 until date of re-tabling	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations	Reasons for revisions to the Outputs / Output indicators / Annual Targets
Access to adequate housing and empowerment opportunities for citizens in the Western Cape	IRDP units delivered	3.4 Number of housing units delivered that have reached the stage of practical completion as part of the Integrated Residential Development Programme (IRDP) by 31 March 2021.	4 777	4 950	6 649	1 168	-5 481	A directive was issued on the Upgrading of Informal Settlements Programme in response to the COVID-19 pandemic.	The Department's budget was reduced by R331 million and as a result all targets had to be adjusted to align with the revised budget.
	UISP sites connected	3.5 Number of sites connected to basic services as part of the Upgrading of Informal Settlements Programme (UISP) by 31 March 2021.	2 019	875	2 056	10	-2 046	The Department's budget was reduced by R331 million and as a result all targets had to be adjusted to align with the revised budget.	The Department's budget was reduced by R331 million and as a result all targets had to be adjusted to align with the revised budget.
	People's Housing Process (PHP)								
	PHP units delivered	3.7 Number of housing units delivered that have reached the stage of practical completion as part of the People's Housing Programme (PHP) by 31 March 2021.	2 302	1 482	1 520	387	-1 133	A directive was issued on the Upgrading of Informal Settlements Programme in response to the COVID-19 pandemic.	The Department's budget was reduced by R331 million and as a result all targets had to be adjusted to align with the revised budget.

Aggregate Indicators

*The planned Annual Targets are based on the Re-tabled APP.

Programme 3: Housing Development						
Output Indicator	Audited Actual Performance			*Planned Annual Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21
	2017/18	2018/19	2019/20			
Total number of housing units delivered that have reached a stage of practical completion by 31 March 2021	10 212	7 828	8 038	8 506	6 247	2 259 Construction activities were severely affected by Covid-19 lockdown regulations for the better part of the financial year.
Total number of serviced sites delivered by 31 March 2021	9 773	8 872	5 842	5 697	5 204	-493 The under-performance was due to a number of factors such as land invasions, gangsterism, vandalism, poor performance by contractors and the lockdown due to the COVID-19 pandemic as well as budget cuts which resulted in delays in the servicing of sites.
Total number of units and sites delivered by 31 March 2021	19 985	16 700	13 880	14 203	11 451	2 752

The aggregate indicator on housing units is constituted by indicators 3.1, 3.2, 3.4 and 3.7.

The aggregate indicator on serviced sites is constituted by indicators 3.3 and 3.5.

Outcomes, outputs, output indicators, targets and actual achievements table based on the re-tabled APP

**This table highlights the re-tabled APP targets and the actual performance for all quarters. (Re-tabling occurred during November 2020)

Programme 3: Housing Development								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	**Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations
Financial Interventions								
Individual Housing Subsidies (R0 – R3 500 Non-Credit Linked)								
Access to adequate housing and empowerment opportunities for citizens in the Western Cape	Individual (Non-Credit Linked) subsidies disbursed	3.1 Number of beneficiaries earning between R0 – R3 500 per month provided with subsidies through the Individual Subsidy (Non-Credit Linked) Programme by 31 March 2021.	284	392	130	285	+155	The Department experienced a higher demand of subsidies than was anticipated.
	Finance Linked Individual Subsidy (R3 501 – R22 000 FLISP)							
	FLISP subsidies disbursed	3.2 Number of beneficiaries earning between R3 501 – R22 000 per month provided with subsidies through the Finance Linked Individual Subsidy Programme (FLISP) by 31 March 2021.	465	1 214	1 143	813	-330	The nation-wide lockdown resulted in delays in the marketing and sale of units. Furthermore, the transfer process of properties to qualifying beneficiaries were not concluded therefore disbursement of subsidies could not be affected in certain instances.

Programme 3: Housing Development								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	**Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations
Access to adequate housing and empowerment opportunities for citizens in the Western Cape	Incremental Housing Programme							
	IRDP sites delivered	3.3 Number of sites connected to basic services as part of the Integrated Residential Development Programme (IRDP) by 31 March 2021.	6 569	4 967	4 164	4 783	+619	Projects in the pipeline which were implementation-ready were brought forward and accelerated. This was done as mitigators against projects experiencing challenges.
	IRDP units delivered	3.4 Number of housing units delivered that have reached the stage of practical completion as part of the Integrated Residential Development Programme (IRDP) by 31 March 2021.	4 777	4 950	5 813	4 001	-1 812	A number of factors such as land invasions, gangsterism and lockdown due to the COVID-19 pandemic resulted in delays in the construction of units.
	UISP sites connected	3.5 Number of sites connected to basic services as part of the Upgrading of Informal Settlements Programme (UISP) by 31 March 2021	2 019	875	1 533	421	-1 112	A number of factors such as land invasions, gangsterism and lockdown due to the COVID-19 pandemic resulted in delays in the servicing of sites.
	Informal settlements upgraded	3.6 Number of informal settlements upgraded to phase 3 by 31 March 2021.	New indicator		1	-	-	Decanting challenges experienced resulted in the delay of upgrading processes.

Programme 3: Housing Development								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	**Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations
People's Housing Process (PHP)								
	PHP units delivered	3.7 Number of housing units delivered that have reached the stage of practical completion as part of the People's Housing Programme (PHP) by 31 March 2021.	2 302	1 482	1 420	1 148	-272	A number of factors such as land invasions, gangsterism and lockdown due to the COVID-19 pandemic resulted in delays in the construction of units.
Empowerment Opportunities and Job Creation								
Access to adequate housing and empowerment opportunities for citizens in the Western Cape	Percentage of HSDG paid to contractors in designated groups	3.8 Percentage of the Human Settlements Development Grant (HSDG) paid to contractors in designated groups in terms of the Preferential Procurement Policy Framework Act (PPFA), within the housing sector by 31 March 2021.	62.76%	66.74%	50%	67.53%	+17.53%	Initiatives by the Department to encourage participation of HDI contractors in the economic mainstream yielded positive results.
	Percentage of the HSDG paid to contractors with women representation	3.9 Percentage of the amount spent on designated groups paid to contractors with women representation , within the housing sector by 31 March 2021.	12.91%	14.23%	10%	14.68%	+4.68%	Initiatives by the Department to encourage participation of women contractors in the economic mainstream yielded positive results.

Programme 3: Housing Development								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	** Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations
Access to adequate housing and empowerment opportunities for citizens in the Western Cape	Percentage of the HSDG paid to contractors with youth representation	3.10 Percentage of the amount spent on designated groups paid to contractors with youth representation, within the housing sector by 31 March 2021.	3.78%	3.10%	4%	5.34%	+1.34%	Initiatives by the Department to encourage participation of youth contractors in the economic mainstream yielded positive results.
	Job opportunities facilitated	3.11 Number of job opportunities facilitated by 31 March 2021.	578	1 056	800	937	+137	More labour-intensive activities were activated in various projects which facilitated job opportunities.
	Young people trained	3.12 Number of young people trained by 31 March 2021.	177	156	150	56	-94	Training could not take place due to COVID-19 lockdown regulations for the first 3 quarters of the financial year.
Transfer of Title Deeds								
Title deeds (post-2014) registered		3.13 Number of title deeds registered for new (post-2014) developments by 31 March 2021.	9 662	8 491	7 000	2 642	-4 358	The deeds office operated on a limited capacity for a period of five months due to the nation-wide lockdown, hence, less title deeds were lodged for processing.

Programme 3: Housing Development								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	**Actual Achievement 2020/21	Deviation from planned target to Actual Achievement 2020/21	Reasons for deviations
Access to adequate housing and empowerment opportunities for citizens in the Western Cape	Title deeds (pre-2014) registered	3.14 Number of title deeds registered to eradicate pre-2014 backlog by 31 March 2021.	-	-	1 000	3 598	+2 598	The Title Deeds Restoration project put in place mechanisms to expedite the transfer process.
	Sustainable Resource Use							
	Houses built using SBT	3.15 Total number of houses built using sustainable building technologies (SBT) such as construction, energy, water and sanitation by 31 March 2021.	1 111	1 684	1 000	1 035	+35	The Department continued with the exploration of SBT initiatives in various projects.

Delivery per housing programme			
Municipality	Programme	Delivery	
		Serviced Sites	Housing Units
Berg River	Integrated Residential Development Programme (IRDP)	-	59
Bitou	Integrated Residential Development Programme (IRDP)	-	27
Breede Valley	Integrated Residential Development Programme (IRDP)	615	-
Cape Agulhas	People's Housing Process (PHP)	-	62
	Integrated Residential Development Programme (IRDP)	-	234
City of Cape Town (includes Provincial Projects)	Integrated Residential Development Programme (IRDP)	311	1 374
	Upgrading of Informal Settlements Programme (UISP)	160	-
	People's Housing Process (PHP)	-	559
	Social Housing	-	255
Drakenstein	Integrated Residential Development Programme (IRDP)	278	284
George	Integrated Residential Development Programme (IRDP)	643	661
	People's Housing Process (PHP)	-	73
Knysna	Upgrading of Informal Settlements Programme (UISP)	60	-
	People's Housing Process (PHP)	-	415
Langeberg	Integrated Residential Development Programme (IRDP)	-	68
Mossel Bay	Integrated Residential Development Programme (IRDP)	1 006	500
Oudtshoorn	Integrated Residential Development Programme (IRDP)	534	-
Overstrand	Upgrading of Informal Settlements Programme (UISP)	201	-
	Integrated Residential Development Programme (IRDP)	38	315
Stellenbosch	Integrated Residential Development Programme (IRDP)	144	69
	Integrated Residential Development Programme (IRDP)	829	16
Swellendam	Integrated Residential Development Programme (IRDP)	-	82
Theewaterskloof	People's Housing Process (PHP)	-	96
Witzenberg	Integrated Residential Development Programme (IRDP)	385	-
Other Housing Programmes (Individual Housing Subsidy Programme), and Enhanced Extended Discount Benefits Scheme (EEDBS)		-	1 098
Total		5 204	6 247

Strategy to overcome areas of under performance

- Regular technical meetings will be held with municipalities to ensure alignment of performance reporting as well as to mitigate areas of concern;
- Regular engagements to be held with communities to address any concerns they may have; and
- As part of its Business Planning process, the Department will identify projects that can be brought forward or accelerated to mitigate any in-year issues arising on projects with delivery challenges.

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

Nationally Prescribed Indicators	Reason for Omission/ Amendment	Amended Indicator
Programme 3: Housing Development		
Number of serviced sites delivered through a range of programmes in the housing code.	This indicator has been broken down to report on UISP and IRDP sites.	3.5 Number of sites connected to basic services as part of the Upgrading of Informal Settlements Programme (UISP) by 31 March 2021.
		3.3 Number of sites connected to basic services as part of the Integrated Residential Development Programme (IRDP) by 31 March 2021.
Number of houses (units) delivered through subsidy programme.	This indicator has been broken down to report on Non-Credit Linked, FLISP, IRDP and PHP units.	3.1 Number of beneficiaries earning between R0 – R3 500 provided with subsidies through the Individual Subsidy (Non-Credit Linked) Programme by 31 March 2021.
		3.2 Number of beneficiaries earning between R3 501 – R22 000 per month provided with subsidies through the Finance Linked Individual Subsidy Programme (FLISP) by 31 March 2021.
		3.4 Number of housing units delivered that have reached the stage of practical completion as part of the Integrated Residential Development Programme (IRDP) by 31 March 2021.
		3.7 Number of housing units delivered that have reached the stage of practical completion as part of the People's Housing Programme (PHP) by 31 March 2021.
Number of Social houses/ rental units delivered.	Social housing will no longer be managed by Departments, but by Social Housing Institutions.	N/A
Number of Community residential units delivered.	Community residential units will no longer be managed by Departments, but by social housing institutions.	N/A
Number of households earning between R3 501 – R22 000 per annum provided with subsidies through Finance Linked Individual Subsidy Programme (FLISP).	The Department will be reporting on beneficiaries as households are ambiguous, for measurement purposes.	3.2 Number of beneficiaries earning between R3 501 – R22 000 per month provided with subsidies through the Finance Linked Individual Subsidy Programme (FLISP) by 31 March 2021.

Performance Information

Percentage of acquired land during 2014 – 2019, rezoned by 31 March 2021.	The Department has started with the process to rezone land, but this will only come to fruition from 2021/22.	N/A
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Reporting on the Institutional Response to the COVID-19 Pandemic

Budget Programme	Intervention	Geographic location (Province/ District/ local municipality) (Where Possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where Possible)	Total budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in The APP (where applicable)	Immediate outcomes
Programme 3	ISSP – The provision of water and sanitation	City of Cape Town Municipality	N/A	N/A	R10 308 210	R6 313 157.11	3.5 Number of sites connected to basic services as part of the Upgrading of Informal Settlements Programme (UISP).	Improved living standards

Linking performance with budgets

Sub-Programme Name	2020/21			2019/20		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	311 178	309 880	1 298	173 625	173 354	271
Financial Interventions	205 059	205 059	-	446 171	446 093	78
Incremental Interventions	1 721 304	1 681 225	40 079	1 858 358	1 858 358	-
Social and Rental Interventions	-	-	-	19 179	19 179	-
Total	2 237 541	2 196 164	41 377	2 497 333	2 496 984	349

4.4 Programme 4: Housing and Asset Management

Purpose

The purpose of this Programme is to provide for the strategic, effective and efficient management, devolution and transfer of housing assets. It comprises of four Sub-Programmes, namely:

Administration:	To provide administration support funded from equitable share;
Sale and transfer of Housing Properties:	To provide for the sale and transfer of rental stock;
Devolution of Housing Properties:	To facilitate the devolution of housing assets; and
Housing Properties Management:	To provide for the maintenance of housing properties, the transfer of ownership and to identify and secure land.

Institutional Outcome

Security of tenure through home ownership.

Outcomes, outputs, output indicators, targets and actual achievements

During the 2020/21 financial year, the Department endeavoured to devolve rental units to the municipalities in terms of Section 15 of the Housing Act. Although approval has been granted for the transfer of the rental units to the municipalities, the latter has not signed the deed of alienation. Only once the deed of alienation has been received from the municipality, can the devolution process begin. Thus, the target to devolve 34 rental units was not met.

For the year under review, the Department exceeded its planned target of 650 beneficiaries who benefitted through the Enhanced Extended Discount Benefit Scheme (EEDBS) and assisted **1 313** debtors. The indicator was introduced to assist with reducing debtors with outstanding balances to nil and directly promoting security of tenure through home ownership.

As for the number of title deeds transferred to qualifying beneficiaries of pre-1994 housing units, a total of **112** title deeds were transferred. The Directorate's ongoing interaction with the Office of the State Attorney, yielded positive results.

Outcomes, outputs, output indicators, targets and actual achievements table

This table highlights the original APP targets before re-tabling and the actual performance for the year. (During the 2020/21 financial year, no targets were adjusted in this programme.)

Programme 4: Housing and Asset Management								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/19	Audited Actual Performance 2019/20	Planned Annual Target 2020/21	Actual Achievement 2020/21	Deviation fromplanned target to Actual Achievement 2020/21	Reasons for deviations
Security of tenure through home ownership	Rental units devolved	4.1 Number of rental units devolved to municipalities in terms of Section 15 of the Housing Act, 1997 by 31 March 2021.	New Indicator		34	0	-34	Deeds of alienation from Municipalities were not finalised.
	Beneficiaries who benefitted through the EEDBS	4.2 Number of beneficiaries who benefitted through the Enhanced Extended Discount Benefit Scheme (EEDBS) by 31 March 2021.	1 670	2 337	650	1 313	+663	More debtors qualified for the Enhanced Extended Discount Benefit Scheme and write-offs as per the debt write-off policy.
	Pre-1994 Title deeds transferred	4.3 Number of title deeds transferred to qualifying beneficiaries of pre-1994 housing units by 31 March 2021.	341	301	110	112	+2	Engagements with State Attorneys to resolve outstanding pre-1994 title deed issues yielded positive results.

During the 2020/21 financial year, no targets were adjusted in this Programme.

Strategy to overcome areas of under performance

The Department will work closer with municipalities and engage with them more regularly to finalise outstanding processes.

Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

Nationally Prescribed Indicators	Reason for Omission/Amendment	Amended Indicator
Programme 4: Land and Asset Management		
Number of debtors reduced per financial year (refer to sale debtors, loan debtors and terminated rental debtors).	The indicator has been amended to include debtors of the EEDBS and the Debt Write Off Policy.	4.3 Number of beneficiaries who benefitted through the Enhanced Extended Discount Benefit Scheme (EEDBS) by 31 March 2021.
Number of rental units sold to beneficiaries by 31 March 2021.	The Department will be working towards the sale and transfer of properties during the 2020/21 financial year. However, these opportunities will only be realised from 2021/22.	N/A
Number of rental units transferred to beneficiaries by 31 March 2021.		

Reporting on the Institutional Response to the COVID-19 Pandemic

None

Linking performance with budgets

Sub-Programme Name	2020/21			2019/20		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	25 470	24 560	910	26 731	26 731	-
Housing Property Maintenance	10 820	10 820	-	9 914	9 914	-
Total	36 290	35 380	910	36 645	36 645	-

5. TRANSFER PAYMENTS

5.1 Transfer payments to Public Entities

None.

5.2 Transfer payments to all organisations other than public entities

The table below reflects the transfer payments which were budgeted for in the period 1 April 2020 to 31 March 2021.

Name of transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity	Reasons for the funds unspent by the entity
City of Cape Town	Municipality	Accreditation and Municipal Support Grant	Yes	7 500	4 506	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	14 198	14 198	N/A
Matzikama	Municipality	Rates and Taxes	N/A	9	9	N/A
Saldanha Bay	Municipality	Acceleration of Housing Delivery Grant	Yes	10 000	-	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	94	94	N/A
Swartland	Municipality	Accreditation and Municipal Support Grant	Yes	238	153	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	3	3	N/A
Witzenberg	Municipality	Accreditation and Municipal Support Grant	Yes	238	238	Appropriated in the municipal adjustments budget
Drakenstein	Municipality	Accreditation and Municipal Support Grant	Yes	238	-	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	103	103	N/A
Stellenbosch	Municipality	Accreditation and Municipal Support Grant	Yes	238	-	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	156	156	N/A
Breede Valley	Municipality	Accreditation and Municipal Support Grant	Yes	475	366	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	128	128	N/A

Performance Information

Name of transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity	Reasons for the funds unspent by the entity
Cape Agulhas	Municipality	Acceleration of Housing Delivery Grant	Yes	10 000	-	Appropriated in the municipal adjustments budget
		Accreditation and Municipal Support Grant	Yes	238	238	Appropriated in the municipal adjustments budget
Swellendam	Municipality	Rates and Taxes	N/A	7	7	N/A
Hessequa	Municipality	Acceleration of Housing Delivery Grant	Yes	9 000	830	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	5	5	N/A
Mosselbay	Municipality	Accreditation and Municipal Support Grant	Yes	238	238	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	13	13	N/A
George	Municipality	Accreditation and Municipal Support Grant	Yes	475	475	Appropriated in the municipal adjustments budget
		Rates and Taxes	N/A	71	71	N/A
Beaufort West	Municipality	Accreditation and Municipal Support Grant	Yes	238	225	Appropriated in the municipal adjustments budget
University of Stellenbosch	Higher Education Institution	Developing a Fire Response Plan for Informal Settlements	Yes	400	400	N/A
Total				54 303	22 456	

6. CONDITIONAL GRANTS

6.1 Conditional grants and earmarked funds paid

None.

6.2 Conditional grants and earmarked funds received

The tables below details the conditional grants and ear marked funds received for the period 1 April 2020 to 31 March 2021.

Conditional Grant 1: Human Settlements Development Grant (HSDG)

Department who transferred the grant	National Department of Human Settlements
Purpose of the grant	The facilitation and provision of basic infrastructure, top structures, and basic social and economic amenities that contribute to the establishment of sustainable human settlements.
Expected outputs of the grant	• 8 506 units • 5 697 sites
Actual outputs achieved	• 6 247 units • 5 204 sites
Amount per amended DORA (R'000)	R1 855 286
Amount received (R'000)	R1 855 286
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	R1 855 286
Reasons for the funds unspent by the entity	N/A
Reasons for deviations on performance	Construction activities were severely affected by COVID-19 lockdown for the better part of the financial year.
Measures taken to improve performance	• Regular technical meetings will be held with municipalities to ensure alignment of performance reporting as well as to mitigate areas of concern; • Regular engagements to be held with communities to address any concerns they may have; and • As part of its Business Planning process, the Department will identify projects that can be brought forward or accelerated to mitigate any in-year issues arising on projects with delivery challenges.
Monitoring mechanism by the receiving department	The Department submits quarterly reports to the National Department of Human Settlements during the financial year to track performance. At the end of the year an evaluation report is submitted to monitor performance.

Conditional Grant 2: Expanded Public Works Programme (EPWP)

Department who transferred the grant	National Department of Public Works
Purpose of the grant	To incentivise provincial Departments to expand work creation efforts through the use of labour-intensive delivery methods.
Expected outputs of the grant	• 800 Work Opportunities • 165 Full-time Equivalents (FTE)
Actual outputs achieved	• 937 Work Opportunities • 321 Full-time Equivalents (FTE)
Amount per amended DORA (R'000)	R2 531
Amount received (R'000)	R2 531
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	R2 531
Reasons for the funds unspent by the entity	N/A
Reasons for deviations on performance	N/A
Measures taken to improve performance	N/A
Monitoring mechanism by the receiving department	The Department submits quarterly reports to the National Department of Human Settlements during the financial year to track performance.

Conditional Grant 3: Provincial Emergency Housing Grant (PEHG)

Department who transferred the grant	National Department of Human Settlements
Purpose of the grant	The facilitation and provision of basic infrastructure, top structures, and basic social and economic amenities that contribute to the establishment of sustainable human settlements.
Expected outputs of the grant	N/A
Actual outputs achieved	N/A
Amount per amended DORA (R'000)	R70 877
Amount received (R'000)	R70 877
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	R30 798
Reasons for the funds unspent by the entity	The under-expenditure of R40 079 on Households: Other Transfers to Households is due to outstanding approval of plans and the construction work that will only commence in October 2021, by the City of Cape Town.
Reasons for deviations on performance	An application for the funds to be rolled over was submitted.
Measures taken to improve performance	N/A
Monitoring mechanism by the receiving department	N/A

Conditional Grant 4: Title Deeds Restoration Grant (TDRG)

Department who transferred the grant	National Department of Human Settlements
Purpose of the grant	To finance and expedite the eradication of the backlog in the transfer of ownership of houses in subsidy built human settlements.
Expected outputs of the grant	110 title deeds to be transferred
Actual outputs achieved	112 title deeds transferred
Amount per amended DORA (R'000)	R200
Amount received (R'000)	R200
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	R200
Reasons for the funds unspent by the entity	N/A
Reasons for deviations on performance	N/A
Measures taken to improve performance	N/A
Monitoring mechanism by the receiving department	The Department submits quarterly reports to the National Department of Human Settlements during the financial year to track performance.

7. DONOR FUNDS

7.1 Donor Funds Received

None

8. CAPITAL INVESTMENT

8.1 Capital investment, maintenance and asset management plan

Infrastructure projects	2020/21			2019/20		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Maintenance and repairs	4 391	4 391	-	4 532	4 532	-
Total	4 391	4 391	-	4 532	4 532	-



Part C: Governance



1. INTRODUCTION

The management team of the Department of Human Settlements is committed to maintaining the highest standards of governance, and therefore strives to conform to the governance principles highlighted in the King Code of Governance for South Africa released in 2009.

In terms of these governance principles, the following makes up the Department's governance structures:

- An Executive Committee which determines the strategy and leads the Department towards realising this strategy and its associated strategic outcomes;
- An Enterprise Risk Management Committee (ERMCO) (which is dealt with in more detail in paragraph 2);
- An Audit Committee providing independent oversight for governance, risk management and control processes of the Department;
- An Internal Audit function providing independent assurance to ensure that controls are in place to manage and mitigate risks, and that they are adequate and functioning effectively; and
- The Standing Committee on Public Accounts and the Standing Committee on Human Settlements assists the Accounting Officer (AO) and Executive Committee in governing the business of the Department in a fair, responsible and transparent manner.

2. RISK MANAGEMENT

The Accounting Officer of the Department takes responsibility for implementing Enterprise Risk Management (ERM) in accordance with the National Treasury Public Sector Risk Management Framework (PSRMF). The Directorate Enterprise Risk Management (D:ERM), in the Department of the Premier (DotP) provides a centralised support service to the Department of Human Settlements. The Department established an ERMCO to assist the Accounting Officer in executing her responsibilities relating to risk management

2.1 Enterprise Risk Management Committee responsibility

The Enterprise Risk Management Committee reports that it has complied with its responsibilities arising from Section 38 (1)(a)(i) of the Public Finance Management Act (Act number 1 of 1999), National Treasury Regulations 3.2.1 and Public Service Regulations of 2016, Chapter 2, Part 1, 2 and 3. The ERMCO can also report that it has adopted an appropriate formal Terms of Reference (ToR). The ToR was approved by the ERMCO chairperson on 14 March 2019 and regulated its affairs in compliance with it and has discharged all its responsibilities as contained therein.

2.2 Enterprise Risk Management Committee members

The ERMCO comprises of selected members of the Department's senior management team. As per the ToR, the ERMCO met four (4) times (quarterly) during the year under review.

The table below provides information on ERMCO members and the meetings attended for the year under review:

Name	Position	Meetings Attended	Date Appointed
Ms J Samson	Accounting Officer and Chairperson with effect 01/01/2020	4	13/04/2018
Mr F de Wet	Chief Financial Officer (Departmental Risk Champion)	4	26/03/2018
Ms P Mayisela	Chief Director: Human Settlements Implementation	4	29/03/2018
Ms K August	Chief Director: Human Settlements Planning	4	30/03/2021
Mr M Stoffels	Director: Financial Management	2	04/04/2018
Mr B Nkosi	Director: Strategic Management Support	4	10/04/2018
Mr S Moolman	Deputy Director: Support Services	4	11/04/2018

The following is an indication of other officials who attended the ERMCO meetings for the year under review:

Name	Position	Meetings Attended
Ms A Haq	Director: Enterprise Risk Management (DotP)	3
Ms V Simpson-Murray	Director: Internal Audit (DotP)	3
Mr P de Villiers	Deputy Director Internal Audit (DotP)	4
Ms M Natesan	Deputy Director: Provincial Forensic Services (DotP)	4
Mr W Jacobs	Deputy Director: Provincial Forensic Services (DotP)	2
Ms M Danker	Deputy Director: Provincial Forensic Services (DotP)	2
Mr E Peters	IT Governance and Risk Practitioner (DotP)	2
Mr X Khanyile	Assistant Director: Enterprise Risk Management (DotP)	4

2.3 Enterprise Risk Management Committee key activities

The Accounting Officer is the chairperson of the ERMCO, and the Chief Financial Officer is the Departmental Risk Champion. In executing its function, the ERMCO performed the following key activities during the 2020/21 financial year:

- A review of the Department's ERM Strategy and Implementation Plan for recommendation by the Audit Committee and approval by the Accounting Officer;
- Assessed the effectiveness of implementation of the Department Risk Management Policy, Strategy and Implementation Plan;
- Reviewed all risks outside the approved tolerance levels for further action;
- Evaluated the extent and effectiveness of integration of risk management within the Department;
- Reviewed the Fraud and Corruption Prevention Plan and concomitant Implementation Plan and recommended the same for approval by the Accounting Officer;
- Evaluated the effectiveness of the implementation of the Departmental Fraud and Corruption Prevention Plan; and
- Provided oversight on ethics, risks and the management thereof.

2.4 Key strategic risks considered and addressed during the year

The following key strategic risks for the Department were reviewed on a quarterly basis, including assessing the mitigations in place:

- The spread of COVID-19 and the internal and external impacts of the pandemic;
- The inability to provide settlements/housing stock to meet the growth in urbanization which is caused by a range of social, economic, and political factors, including migration into the province. The Upgrading of Informal Settlement Programme provides a framework to manage this; and
- Land invasions and vandalism is a risk that materialised on various occasions during the year under review and remains a risk as long as the required number of housing units cannot be provided.

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

The Social Cluster Audit Committee provided independent oversight of the Department's system of risk management. The Audit Committee was furnished with Quarterly ERM progress reports and risk registers to execute their independent oversight role.

2.5 Key emerging risks for the following financial year

The key emerging risk the Department will have to consider in the next financial year relates to the impact of COVID-19 on the Departmental budget in relation to the approved Strategic Plan 2020-2025, as well as the psychological impact on staff.

2.6 Conclusion

The Department received the necessary guidance and assistance from ERMCO to be in line with the Audit Committee's compliance requirements on a quarterly basis. Internal Control provides a co-ordination/secretariat function between ERMCO, the Audit Committee and the Department.

Furthermore, the Department will have to assess the impact of the forthcoming local government elections in relation to the stability in service delivery.

3. FRAUD AND CORRUPTION

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

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

The Department has an approved Fraud and Corruption Prevention Plan and a concomitant Implementation Plan which gives effect to the Prevention Plan.

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

Employees and workers who blow the whistle on suspicions of fraud, corruption and theft are protected if the disclosure is a protected disclosure (i.e. meets statutory requirements of the Protected Disclosures Act, No. 26 of 2000 e.g. if the disclosure was made in good faith). The WCG Whistle-blowing Policy provides guidelines to employees and workers on how to raise concerns with the appropriate line management, specific designated persons in the WCG or external institutions, where they have reasonable grounds for believing that offences or improprieties have been or are being perpetrated in the WCG. The opportunity to remain anonymous is afforded to any person who would like to report acts of fraud, theft and corruption and, should they do so in person, their identities are kept confidential by the person to whom they are reporting.

If, after investigation, fraud, theft or corruption is confirmed, the employee who participated in such acts is subjected to a disciplinary hearing. The WCG representative initiating the disciplinary proceedings is required to recommend dismissal of the employee concerned. Where prima facie evidence of criminal conduct is detected, a criminal matter is reported to the South African Police Services.

For the year under review, PFS issued a Case Movement Certificate for the Department noting the following:

Cases	Number of cases
Open cases as at 1 April 2020	1
New cases (2020/21)	4
Closed cases (2020/21)	(1)
Open cases as at 31 March 2021	4

The following table further analyses the closed case indicated above:

Nature and investigation outcomes of 1 case closed
In 1 case the investigation was concluded with no adverse findings, but recommendations were made.

4. MINIMISING CONFLICT OF INTEREST

During the year under review, the Department received Persal reports on a quarterly basis, verified against the Western Cape Suppliers' Database (WCSD) aimed at identifying WCG officials who have financial interest in companies on the approved suppliers' database. If any Departmental officials have business interests with suppliers on the WCSD, the Department is obligated to investigate the matter. The Department also requires that all members of the Senior Management Services (SMS) complete a financial disclosure declaration. In this regard, the Department fully complied with all the legislative prescripts, for the 2020/21 financial year. The Department also ensured that all Supply Chain Management (SCM) officials and all other officials that might have a financial interest in any business, to disclose it accordingly on an annual basis. The members of the Departmental Bid Evaluation Committee (BEC) and the Bid Adjudication Committee (BAC), as well as the Construction Procurement Committee (CPC) are required to sign a declaration of interest before each meeting to evaluate and adjudicate the bids received. Should a conflict of interest arise, those members are expected to recuse themselves in this regard.

5. CODE OF CONDUCT

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

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

6. HEALTH, SAFETY AND ENVIRONMENTAL ISSUES

During the year under review, the Department achieved the following:

Awareness, Induction and Training sessions

- Conducted two (2) OHS induction sessions, for interns as well as new appointees;
- Conducted various online awareness sessions related to COVID-19 to all staff members;
- DHS officials completed Incident Investigator Training via Media Platform;
- DHS appointed compliance officials working at Norton Rose House facility were provided with compliance officer training;
- DHS appointed compliance officials attended formal COVID-19 Risk Assessment Training;
- DHS provided COVID-19 orientation to Auditor-General of South Africa staff who audited the Department; and
- DHS implemented a COVID-19 screening application on mobile phones for staff.

Committee Meetings

- Held ten (10) maintenance meetings with DTPW to discuss outstanding DHS projects and complaints; and
- Attended monthly OHS Technical Steering Committee meetings regarding COVID-19.

Evacuation Exercises

- Conducted evacuation exercise at 27 Wale Street;
- Facilitated the service of all DHS fire extinguishers and fire hoses; and
- Facilitated the fumigation of 27 Wale Street, York Park Building, Alfred Street and the Goodwood Office.

Policies

- Drafted DHS Pandemic Management Plan;
- Drafted DHS Policy on Work Arrangements;
- Drafted DHS OHS COVID-19 Policy;
- Reviewed the OHS Policy and the ToR for the OHS Committee;
- Drafted DHS Breastfeeding in the Workplace policy; and
- Drafted DHS Smoking Policy.

Standard Operating Procedures

- COVID-19 Face to face meetings Protocol;
- COVID-19 GG vehicle use Protocol;
- COVID-19 Facility Protocol;
- COVID-19 Protocol for staff returning to the office;
- COVID-19 Protocol for handling documentation; and
- Logging of Maintenance calls SOP.

Business Continuity Plans (BCP)

- Reviewed the Departmental Business Continuity Plan (BCP);
- Completed the BCP ICT Maintenance and Testing of Online Workbook;

- Facilitated the approval of contingency plans for 27 Wale Street, Goodwood office and George office, as well as Norton Rose House office;
- COVID-19 compliance officials appointed; and
- Facilitated deep cleaning of offices where positive COVID-19 cases were reported.

Reports

- Reported on a Systems Monitoring Tool (SMT), Integrated Reporting Tool (IRT) and Departmental Specific Operational Plan (DSOP) to Employee Health & Wellness (EHW);
- Quarterly OHS reports submitted to HoD, IMLC and to ERMCO;
- OHS HIRA audit was conducted, and report issued for implementation;
- OHS SAPS audit was conducted, and report issued for implementation;
- Monthly water and electricity consumption statistics for Departmental buildings were provided to staff, with set targets to achieve; and
- 12 Reports relating to OHASA complaints and incidents were drafted and submitted to management with relevant recommendations to rectify shortcomings.

Tests

- ICT Continuity test plan for HSS drafted for implementation; and
- Facilitated the servicing of generator and start-up.

7. PORTFOLIO COMMITTEES

The Department attended a total of eight (8) Standing Committee meetings during the financial year under review. Meetings were held per quarter or at the discretion of the Standing Committee.

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

No.	Standing Committee	Date
1.	Standing Committee on Human Settlements	20 May 2020
2.	Standing Committee on Human Settlements	03 June 2020
3.	Standing Committee on Human Settlements	15 July 2020
4.	Standing Committee on Human Settlements	27 July 2020
5.	Standing Committee on Human Settlements	29 July 2020
6.	Standing Committee on Human Settlements	16 September 2020
7.	Standing Committee on Human Settlements	27 November 2020
8.	Standing Committee on Human Settlements	11 December 2020

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

Resolution No.	Subject	Details	Response by the Department	Resolved (Yes/No)
11/4/1/2/6	Briefing by the Department of Human Settlements	1. Transitional Residential Housing Units that will be implemented to re-block overcrowded areas; 2. The relocation of dense communities to secure land parcels not too far from their current place of residence; and 3. Alternate building material to fast track Transitional Residential Units.	All information was submitted on 18 May 2020.	Yes
11/4/1/2/6	Briefing by the Department of Human Settlements	1. Process leading up to the long and the shortlist and the process leading up to the finalisation of the interviews to fill the vacancies on the Western Cape Rental Housing Tribunal (Tribunal). 2. Current skills gap on the Tribunal. 3. Short and longlist criteria for the scoring of applicants including demographics pertaining to gender, disability, and historically disadvantaged individuals. 4. Consideration of the shortlist for the appointment of nominees for the vacant positions in the Tribunal.	All information was submitted on 29 May 2020.	Yes
11/4/1/2/6	Briefing by the Department of Human Settlements	Department's Fourth Quarterly Performance Report for the period January 2020 – March 2020.	All information was submitted on 13 July 2020.	Yes
11/4/1/2/6	Briefing by the Department of Human Settlements	Western Cape First Adjustments Appropriation Bill, 2020.	All information was submitted on 24 July 2020.	Yes
11/4/1/2/6	Briefing by the Department of Human Settlements	Briefing by the Department of Human Settlements on partnerships including partnerships in the pipeline with specific reference to rural areas.	All information was submitted on 24 July 2020.	Yes
11/4/1/2/6	Briefing by the Department of Human Settlements	Strategies that were implemented to protect public land for housing beneficiaries.	All information was submitted on 14 September 2020.	Yes
11/4/1/2/6	Briefing by the Department of Human Settlements	Schedule to the Second Western Cape Adjustments Appropriation Bill, 2020.	All information was submitted on 25 November 2020.	Yes

Resolution No.	Subject	Details	Response by the Department	Resolved (Yes/No)
11/4/1/2/6	Briefing by the Department of Human Settlements	Discussion on the Annual Reports of the Department of Human Settlements and its Entity the Western Cape Rental Housing Tribunal, for the 2019/20 financial year.	All information was submitted on 7 December 2020.	Yes

8. SCOPA RESOLUTIONS

The Committee noted the audit opinion of the Auditor-General regarding the Annual Financial Statements of the Department for the 2019/20 financial year, having obtained a clean audit report with no findings. This audit opinion remains the same as the audit outcome for the 2018/19 financial year, where the Department obtained a clean outcome with no findings.

8.1 Audit opinion

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

8.2 Financial management

The Department of Human Settlements spent R2 683 billion of a budget of R2 684 billion, resulting in an under-expenditure of R349 000 (99,9 % budget spend). Compared to the 2018/19 financial year, the Department spent R2.352 billion of a budget of R2 441 billion, which resulted in an overall under-expenditure of R88.950 million (96,3 % budget spend).

In addition, the total estimated departmental receipts budget of R63.360 million was over-collected by R67 044 million, which resulted in a departmental receipt of R130.404 million.

The revenue over-collection occurred under the following line items:

- Sale of goods and services other than capital assets (R3 000);
- Sale of the Departmental capital assets (R8 000); and
- Transactions in financial assets liabilities (R67.673 million).

In addition, the Department incurred an under-collection under the line item Interest, dividends and rent on land (R640 000).

8.3 Resolutions

BACKGROUND/ CONCERNS	RESOLUTIONS	COMMENT
Page: 85 of the Annual Report. Heading: "Internal Control Unit" Description: The Committee notes the Internal Control unit conducted formal inspections at eleven (11) local municipalities within the Western Cape, to ascertain if the allocated funds were utilised for the intended purpose during the 2019/20 financial year.	The Department brief the Public Accounts Committee on the inspections that were conducted at the eleven municipalities, including the findings thereof. Moreover, the Department is requested to brief the Committee on the mechanisms in place to recover funds from municipalities who wholly or partially defaulted on the funds that were transferred from the Department to the municipalities which were meant for the implementation of projects.	The Department briefed the Public Accounts Committee on 18 June 2021.
Pages: 4 and 6 of the Audit Committee Report. Headings: "Internal Audit Function" & "Emerging Risks" Description: The Committee notes that out of 38 Internal Audit sub-processes, the following were covered: • Five (5) were covered in the financial year under review, • Eleven (11) were covered via the Combined Assurance principles by other Assurance providers, and • Five (5) sub-processes were not covered and constitutes an Assurance Gap of 24%. In addition, the Committee notes the emerging risks within the Department to which attention will be paid to by the Audit Committee through the monitoring of the Internal Audit Plan.	The Audit Committee brief the Public Accounts Committee on the Internal Audit sub-processes which were covered and which are still outstanding, including the emerging risks which are documented in the Internal Audit Plan of the Department.	The Audit Committee briefed the Public Accounts Committee on 18 June 2021.

8.4 List of information required

None.

9. PRIOR MODIFICATIONS TO AUDIT REPORTS

No matters have given rise to a qualification, disclaimer, adverse opinion, and matters of non-compliance for this Department. The Department received an unqualified clean Financial Audit Report for the last three (3) financial years. The Department received an unqualified Financial Audit Report with findings for the 2020/21 financial year.

10. INTERNAL CONTROL UNIT

During the year under review, the sub directorate: Internal Control (IC) once again played a valuable role in respect of the linkage between the auditors (external and internal) and the Department during the audit processes. In respect of the external audit process for the 2020/21 financial year, all the requested documentation (i.e. Requests for Information, Communication of Audit Findings, Departmental responses and related matters, etc.) were coordinated and quality assured by this unit.

Within the sub directorate: Internal Control, a panel was established headed by the Director: Financial Management, with the aim to address, review and discuss all audit related matters and risks during the audit process on a regular basis. These initiatives contributed to a smooth and almost problem free audit process with the aim of a positive audit outcome that resulted in a financially clean audit. However, the Department regrettably regressed in 2020/21 financial year by receiving an unqualified audit opinion with findings. The regression is due to SCM processes that were not duly adhered to that resulted in a material non-compliance. The Department drafted action plans to be implemented and monitored to prevent a reoccurrence thereof.

In respect of the internal audit process for the period under review, the unit once again provided assistance with the follow up of recommendations arising from the internal audits, due to the fact that Internal Audit does not have the capacity to provide this coverage. Internal Control (IC) involvement in this process are as follows:

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

The sub directorate also played a valuable role in coordinating all the recommendations emanating from the investigations by the Provincial Forensic Services (PFS) for the period under review. All documentation that was required in respect of investigations, was timeously provided to the PFS as and when requested. The unit is responsible to ensure the implementation of all recommendations made and the follow up of all outstanding responses in respect of recommendations of finalised investigations for reporting purposes.

On the compliance side, this unit performed a 100% post checking on all payments made by the Department to avoid non-compliance in relation to applicable laws and legislation, and to ensure correctness and value for money. Internal Control also ensures that all payments are paid within the prescribed 30 days by coordinating the flow of invoices received from suppliers to the Department (different directorates) up to the processing thereof monthly. To further enhance this process, the Department developed and implemented a Standard Operating Procedure (SOP) in November 2017, which specifically addresses the adherence to turnaround times at the different directorates, to ensure that invoices are paid within the prescribed 30 days. The unit is also responsible for reporting to Provincial Treasury monthly regarding the 30 days' compliance in terms of NTR's 8.2. 3. It can be reported that the department achieved a success rate of 98.9% for the period under review in respect of invoices paid within the prescribed 30 days.

In terms of Section 38 (1) (j) of the PFMA, which states the following:

(1) The accounting officer for a department, trading entity or constitutional institution—

(j) before transferring any funds (other than grants in terms of the annual Division of Revenue Act or to a constitutional institution) to an entity within or outside government, must obtain a written assurance from the entity that that entity implements effective, efficient and transparent financial management and internal control systems, or, if such written assurance is not or cannot be given, render the transfer of the funds subject to conditions and remedial measures requiring the entity to establish and implement effective, efficient and transparent financial management and internal control systems;

To be compliant to Section 38 (1) (j) of the PFMA, the Internal Control unit instituted municipal inspections as a management tool to follow the department's funds to ensure that departmental monies are accounted for and utilised for the intended purpose. The Internal Control unit due to Covid-19 restrictions did not perform any physical inspections at municipalities during the year under review however as an alternative management oversight tool the unit performed evaluations at head office in compliance with Circular 2 (supplementary 1/2020) issued to municipalities. This circular requires municipalities to report on all funds transferred to municipalities. The unit obtained all relevant information from municipalities via email as well as telephonically to execute the verification process. The unit will in future engage with municipalities via virtual meetings as a manner of communication to discuss any queries and address any shortcomings when required.

During the year under review, the audit committee as part of their compliance and oversight role duty introduced an internal control template as from the second quarter (2020/21) whereby the department is compelled to report the status progress of important matters on a quarterly basis. In this template the internal control unit must report on the following aspects:

- Implementation and adherence to laws and regulations;
- Irregular, Unauthorized, Fruitless and Wasteful expenditure;
- Feedback on the implementation of AGSA findings;
- Follow up on forensic matters;
- Feedback on the implementation of internal audit recommendations handed over to internal control;
- Report on Loss control cases; and
- Post auditing detail report (verification).

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

11. INTERNAL AUDIT AND AUDIT COMMITTEES

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

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

Internal Audit work completed during the year under review for the Department included four assurance engagements (including one transversal engagement). Details of these engagements are included in the Audit Committee report.

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

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

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

Members	Qualifications	Internal or external	If internal, position in the department	Date appointed	Date Resigned	No. of Meetings attended
Mr Ameen Amod	MBA; CIA; CGAP; CRMA; B Com Accounting	External	N/A	1 January 2019 (2nd term)	N/A	7
Mr Ebrahim Abrahams	B Com Accounting	External	N/A	1 January 2019 (1st term)	N/A	7
Mr Pieter Strauss	B Acc; B Compt Hons; CA (SA)	External	N/A	1 January 2019 (1st term)	N/A	7
Ms Annelise Cilliers	B Compt Hons; CA (SA)	External	N/A	1 January 2019 (1st term)	N/A	7

12. AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2021.

Audit Committee Responsibility

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

The Effectiveness of Internal Control

The Department is required to develop and maintain systems of internal control that would improve the likelihood of achieving its objectives, to adapt to changes in the environment it operates in and to promote efficiency and effectiveness of operations, supports reliable reporting and compliance with laws and regulations. The WCG adopted a Combined Assurance Framework which identifies and integrates assurance providers. The first level of assurance is management assurance, requiring of line management to maintain effective internal controls and execute those procedures on a day-to-day basis by means of supervisory controls and taking remedial action where required. The second level of assurance is internal assurance provided by functions separate from direct line management, entrusted with assessing adherence to policies, procedures, norms, standards and frameworks. The third level of assurance is independent assurance providers that are guided by professional standards requiring the highest levels of independence.

A risk-based Combined Assurance Plan was developed for the Department, facilitated by Internal Audit, who is also an independent assurance provider. Internal Audit provides the Audit Committee and Management with reasonable assurance that the internal controls are adequate and effective. This is achieved by an approved risk-based internal audit plan, Internal Audit assessing the adequacy of controls mitigating the risks and the Audit Committee monitoring implementation of corrective actions.

The following internal audit engagements were approved by the Audit Committee and completed by Internal Audit during the year under review:

The following internal audit engagements were approved by the Audit Committee and completed by Internal Audit during the year under review:

Assurance Engagements:

- Housing Demand Database
- DPSA (Directive on Public Administration and Management Delegations)
- Grant Expenditure Management
- COVID-19 Supply Chain Management Transaction (transversal engagement).

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

In-Year Management and Monthly/Quarterly Report

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

Evaluation of Financial Statements

The Audit Committee has:

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

Compliance

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

Provincial Forensics Services

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

Performance Information

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

Report of the Auditor-General South Africa

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

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

The Audit Committee commends the Department for achieving an unqualified audit opinion with findings.

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

Conclusion

The Audit Committee commends the Department for attaining an unqualified audit with findings. These findings emanated from lapses in Internal Control, that if not addressed, can lead to a deterioration of future Audit Outcomes. The Audit Committee remains concerned about the cost of compliance. This cost has the ability to displace scarce resources from service delivery in order to maintain audit outcomes.



Mr Ameen Amod
Chairperson of the Social Cluster Audit Committee

Date: 5 November 2021

13. B-BBEE COMPLIANCE PERFORMANCE INFORMATION

The following table has been completed in accordance with the compliance to the B-BBEE requirements of the B-BBEE Act of 2013 and as determined by the Department of Trade and Industry.

Has the Department/Public Entity applied any relevant Code of Good Practice (B-BBEE Certificate Levels 1 – 8) with regards to the following:

Criteria	Yes/No	Discussion
Determining qualification criteria for the issuing of licences, concessions or other authorisations in respect of economic activity in terms of any law?	No	N/A
Developing and implementing a preferential procurement policy?	No	The Department of Human Settlements did not implement an independent policy in terms of the Preferential Procurement Policy Framework Act (PPPFA). The Department is aligned with the national framework.
Determining qualification criteria for the sale of state- owned enterprises?	No	N/A
Developing criteria for entering into partnerships with the private sector?	No	N/A
Determining criteria for the awarding of incentives, grants and investment schemes in support of Broad Based Black Economic Empowerment?	No	N/A





Part D: Human Resource Management



1. INTRODUCTION

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

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

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

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

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

2. STATUS OF PEOPLE MANAGEMENT AT THE DEPARTMENT

2.1 Departmental Workforce Planning Priorities

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

2.2 Employee performance management

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

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

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

2.3 Employee Wellness

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

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

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

2.4 People Management Monitoring

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

3. PEOPLE MANAGEMENT OVERSIGHT STATISTICS

3.1 Personnel related expenditure

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

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

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

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

Table 3.1.1: Personnel expenditure by programme, 2020/21

Programme	Total Expenditure (R'000)	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Goods & Services (R'000)	Personnel expenditure as a % of total expenditure	Average personnel expenditure per employee (R'000)	Number of Employees remunerated
Programme 1	124 893	92 974*	869	18 674	74,4	484	192
Programme 2	24 170	23 400	22	707	96,8	585	40
Programme 3	2 165 443	89 588†	238	54 729	4,1	509	176
Programme 4	35 380	23 575	2	9 865	66,6	462	51
Total	2 349 886	229 537	1 131	83 975	9,8	500	459

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns (i.e. Premier's Advancement of Youth [PAY], matric, graduate and student], and the Provincial Minister. The number of employees is cumulative and not a snapshot as at a specific date.

* The total Compensation of Employees (CoE) expenditure of Programme 1 amounts to R94.952 million that includes the Minister's remuneration of R1.978 million.

† The total Compensation of Employees (CoE) expenditure of Programme 3 amounts to R89.588 million that includes the remuneration of Human Settlements Practitioners seconded to Oudtshoorn and Knysna municipalities to manage the Human Settlements Portfolios and the secondment of

Human Resource Management

two Professional Programme Managers from the Housing Development Agency (HDA) to the Department of Human Settlements to perform/manage Human Settlements Portfolios.

Table 3.1.2: Personnel expenditure by salary band, 2020/21

Salary bands	Personnel Expenditure (R'000)	% of total personnel expenditure	Average personnel expenditure per employee (R'000)	Number of Employees
Interns	1 006	0,4	39	26
Lower skilled (Levels 1-2)	1 662	0,7	151	11
Skilled (Levels 3-5)	24 354	10,8	241	101
Highly skilled production (Levels 6-8)	80 528	35,9	411	196
Highly skilled supervision (Levels 9-12)	97 757	43,5	627	156
Senior management (Levels 13-16)	19 205	8,6	1 200	16
Total	224 512	100,0	444	506

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns (i.e. Premier's Advancement of Youth [PAY], matric, graduate and student], but excluding the Provincial Minister. The number of employees is cumulative and not a snapshot as at a specific date.

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

Table 3.1.3: Salaries, Overtime, Housing Allowance and Medical Assistance by programme, 2020/21

Programme	Salaries		Overtime		Housing allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Programme 1	63 150	28,1	1 302	0,6	2 236	1,0	4 583	2,0
Programme 2	17 520	7,8	-	-	387	0,2	693	0,3
Programme 3	62 869	28,0	323	0,1	1 922	0,9	3 849	1,7
Programme 4	16 699	7,4	117	0,1	761	0,3	1 191	0,5
Total	160 238	71,4	1 743	0,8	5 307	2,4	10 315	4,6

Note: The figures in Table 3.1.3 and 3.1.4 are drawn from the PERSAL [Personnel Salary] system and not the Basic Accounting System. The two systems are not synchronised for salary refunds in respect of staff appointments and resignations and/or transfers to and from other departments. This means there may be a difference in the expenditure reflected on these systems, e.g. Salaries, Overtime, Housing and Medical Assistance. Further to this, the table above does not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. The above expenditure reflects for all individuals remunerated during the reporting period, including interns (PAY, matric, graduate and student), but excluding the Provincial Minister.

Table 3.1.4: Salaries, Overtime, Housing Allowance and Medical Assistance by salary band, 2020/21

Salary Bands	Salaries		Overtime		Housing allowance		Medical assistance	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Interns	998	0,4	-	-	-	-	-	-
Lower skilled (Levels 1-2)	1 146	0,5	3	0,0	136	0,1	140	0,1
Skilled (Levels 3-5)	17 031	7,6	308	0,1	1 125	0,5	1 886	0,8
Highly skilled production (Levels 6-8)	57 774	25,7	1 033	0,5	2 446	1,1	5 145	2,3
Highly skilled supervision (Levels 9-12)	70 175	31,3	399	0,2	1 600	0,7	3 063	1,4
Senior management (Levels 13-16)	13 115	5,8	-	-	-	-	81	0,0
Total	160 238	71,4	1 743	0,8	5 307	2,4	10 315	4,6

Note: The figures in Table 3.1.3 and 3.1.4 are drawn from the PERSAL [Personnel Salary] system and not the Basic Accounting System. The two systems are not synchronised for salary refunds in respect of staff appointments and resignations and/or transfers to and from other departments. This means there may be a difference in the expenditure reflected on these systems, e.g. Salaries, Overtime, Housing and Medical Assistance. Further to this, the table above does not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. The above expenditure reflects for all individuals remunerated during the reporting period, including interns (PAY, matric, graduate and student), but excluding the Provincial Minister.

3.2 Employment and vacancies

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

Table 3.2.1: Employment and vacancies by programme, as at 31 March 2021

Programme	Number of active posts	Number of posts filled	Vacancy rate %
Programme 1	190	188	1,1
Programme 2	40	40	-
Programme 3	170	169	0,6
Programme 4	50	49	2,0
Total	450	446	0,9

Table 3.2.2: Employment and vacancies by salary band, as at 31 March 2021

Salary Band	Number of active posts	Number of posts filled	Vacancy rate %
Lower skilled (Levels 1-2)	13	13	-
Skilled (Levels 3-5)	103	103	-
Highly skilled production (Levels 6-8)	192	190	1,0
Highly skilled supervision (Levels 9-12)	126	124	1,6
Senior management (Levels 13-16)	16	16	-
Total	450	446	0,9

Table 3.2.3: Employment and vacancies by critical occupation, as at 31 March 2021

Critical Occupations	Number of active posts	Number of posts filled	Vacancy rate %
Architect	6	6	-
Engineer	9	9	-
Financial Manager	12	12	-
GIS Specialist	3	3	-
Research and Statistical Analyst	6	6	-
Urban Designer/Town and Regional Planner	10	10	-
Works Inspector	30	29	3,3
Total	76	75	1,3

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

3.3 Job evaluation

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

Table 3.3.1 summarises the number of posts that were evaluated during the year under review. The table also provides statistics on the number of posts that were upgraded or downgraded.

Table 3.3.1: Job evaluation, 1 April 2020 to 31 March 2021

Salary Band	Number of active posts as at 31 March 2021	Number of posts evaluated	% of posts evaluated	Posts Upgraded		Posts Downgraded	
				Number	Posts upgraded as a % of total posts	Number	Posts downgraded as a % of total posts
Lower skilled (Levels 1-2)	13	-	-	-	-	-	-
Skilled (Levels 3-5)	103	-	-	-	-	-	-
Highly skilled production (Levels 6-8)	192	15	3,3	-	-	-	-
Highly skilled supervision (Levels 9-12)	126	13	2,9	-	-	-	-
Senior Management Service Band A (Level 13)	12	-	-	-	-	-	-
Senior Management Service Band B (Level 14)	3	-	-	-	-	-	-
Senior Management Service Band C (Level 15)	1	-	-	-	-	-	-
Total	450	28	6,2	-	-	-	-

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

Table 3.3.2: Profile of employees whose salary positions were upgraded due to their posts being upgraded, 1 April 2020 to 31 March 2021

Beneficiaries	African	Coloured	Indian	White	Total
None					

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

Table 3.3.3: Employees who have been granted higher salaries than those determined by job evaluation per major occupation, 1 April 2020 to 31 March 2021

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

Table 3.3.4: Profile of employees who have been granted higher salaries than those determined by job evaluation, 1 April 2020 to 31 March 2021

Beneficiaries	African	Coloured	Indian	White	Total
None					

3.4 Employment Changes

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

Table 3.4.1: Annual turnover rates by salary band, 1 April 2020 to 31 March 2021

Salary Band	Number of employees as at 31 March 2020	Turnover rate % 2019/20	Appointments into the Department	Transfers into the Department	Terminations out of the Department	Transfers out of the Department	Turnover rate % 2020/21
Lower skilled (Levels 1-2)	12	-	1	-	-	-	-
Skilled (Levels 3-5)	97	22,0	16	2	5	2	7,2
Highly skilled production (Levels 6-8)	197	10,2	8	-	18	-	9,1
Highly skilled supervision (Levels 9-12)	129	14,9	10	-	15	2	13,2
Senior Management Service Band A (Level 13)	13	23,1	1	-	2	-	15,4
Senior Management Service Band B (Level 14)	3	-	-	-	-	-	-
Senior Management Service Band C (Level 15)	1	100,0	-	-	-	-	-
Total	452	14,7	36	2	40	4	9,7
			38		44		

Note: "Transfers" refer to the lateral movement of employees from one Public Service Department to another (Both Provincially & Nationally). The turnover rate is determined by calculating the total exits as a percentage of the baseline (Number of employees as at 31 March 2020).

Table 3.4.2: Annual turnover rates by critical occupation, 1 April 2020 to 31 March 2021

Critical Occupation	Number of employees as at 31 March 2020	Turnover rate % 2019/20	Appointments into the Department	Transfers into the Department	Terminations out of the Department	Transfers out of the Department	Turnover rate % 2020/21
Architect	7	14,3	-	-	-	-	-
Engineer	7	-	-	-	-	-	-
Financial Manager	12	-	-	-	-	-	-
GIS Specialist	3	-	-	-	-	-	-
Research and Statistical Analyst	7	16,7	-	-	-	-	-
Urban Designer/ Town and Regional Planner	9	12,5	3	-	2	-	22,2
Works Inspector	29	7,4	3	-	3	-	10,3
Total	74	7,1	6	-	5	-	6,8
			6		5		

Note: "Transfers" refer to the lateral movement of employees from one Public Service Department to another (Both Provincially & Nationally). The turnover rate is determined by calculating the total exits as a percentage of the baseline (Number of employees as at 31 March 2020).

Table 3.4.3: Staff leaving the employ of the Department, 1 April 2020 to 31 March 2021

Exit Category	Number	% of total exits	Number of exits as a % of total number of employees as at 31 March 2020
Death	-	-	-
Resignation *	14	31,8	3,1
Expiry of contract	24	54,5	5,3
Dismissal – operational changes	-	-	-
Dismissal – misconduct	-	-	-
Dismissal – inefficiency	-	-	-
Discharged due to ill-health	-	-	-
Retirement	2	4,5	0,4
Employee initiated severance package	-	-	-
Transfers to Statutory Body	-	-	-
Transfers to other Public Service departments	2	4,5	0,4
Promotion to another WCG Department	2	4,5	0,4
Total	44	100,0	9,7

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

* Resignations are further discussed in tables 3.4.4 and 3.4.5.

Table 3.4.4: Reasons why staff resigned, 1 April 2020 to 31 March 2021

Resignation Reasons	Number	% of total resignations
No reason provided	9	64,3
Need for a career change	1	7,1
Current Remuneration	2	14,3
Family/personal circumstances (e.g. Transfer of husband/wife/ life partner)	2	14,3
Total	14	100,0

Table 3.4.5: Different age groups of staff who resigned, 1 April 2020 to 31 March 2021

Age group	Number	% of total resignations
Ages <19	-	-
Ages 20 to 24	1	7,1
Ages 25 to 29	-	-
Ages 30 to 34	3	21,4
Ages 35 to 39	2	14,3
Ages 40 to 44	5	35,7
Ages 45 to 49	-	-
Ages 50 to 54	1	7,1
Ages 55 to 59	-	-
Ages 60 to 64	2	14,3
Ages 65 >	-	-
Total	14	100,0

Table 3.4.6 Employee initiated severance packages.

Total number of employee-initiated severance packages offered in 2020/21	None
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Table 3.4.7: Promotions by salary band, 1 April 2020 to 31 March 2021

Salary Band	Number of Employees as at 31 March 2020	Promotions to another salary level	Promotions as a % of total employees	Progressions to another notch within a salary level	Notch progressions as a % of total employees
Lower skilled (Levels 1-2)	12	-	-	1	8,3
Skilled (Levels 3-5)	97	1	1,0	46	47,4
Highly skilled production (Levels 6-8)	197	4	2,0	106	53,8
Highly skilled supervision (Levels 9-12)	129	2	1,6	68	52,7
Senior management (Levels 13-16)	17	-	-	7	41,2
Total	452	7	1,5	228	50,4

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department by applying and being successful for an advertised post through the recruitment and selection process. The information reflects the salary level of an employee after he/she was promoted. Employees who do not qualify for notch progressions are not included.

Table 3.4.8: Promotions by critical occupation, 1 April 2020 to 31 March 2021

Critical Occupation	Number of Employees as at 31 March 2020	Promotions to another salary level	Promotions as a % of total employees in critical occupations	Progressions to another notch within a critical occupation	Notch progressions as a % of total employees in critical occupations
Architect	7	-	-	4	57,1
Engineer	7	-	-	2	28,6
Financial Manager	12	-	-	10	83,3
GIS Specialist	3	-	-	3	100,0
Research and Statistical Analyst	7	-	-	2	28,6
Urban Designer/Town and Regional Planner	9	-	-	7	77,8
Works Inspector	29	-	-	12	41,4
Total	74	-	-	40	54,1

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department by applying and being successful for an advertised post through the recruitment and selection process. The information reflects the salary level of an employee after he/she was promoted. Employees who do not qualify for notch progressions are not included.

3.5 Employment equity

Table 3.5.1: Total number of employees (including employees with disabilities) in each of the following occupational levels, as at 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	-	-	1	-	-	-	-	1
Senior management (Levels 13-14)	2	4	1	2	4	1	1	-	-	-	15
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	25	50	1	20	10	28	2	5	-	1	142
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	22	38	1	5	37	65	2	10	-	-	180
Semi-skilled and discretionary decision-making (Levels 3-5)	9	22	-	2	26	32	1	5	-	-	97
Unskilled and defined decision-making (Levels 1-2)	3	4	-	-	1	3	-	-	-	-	11
Total	61	118	3	29	78	130	6	20	-	1	446
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
Grand total	61	118	3	29	78	130	6	20	-	1	446

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

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

For the number of employees with disabilities, refer to Table 3.5.2.

Table 3.5.2: Total number of employees (with disabilities only) in each of the following occupational levels, as at 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	-	-	-	-	-	-	-	-	-	-
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	-	1	-	1	1	1	-	-	-	-	4
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	2	1	-	1	1	1	-	3	-	-	9
Semi-skilled and discretionary decision-making (Levels 3-5)	-	-	-	-	-	-	1	2	-	-	3
Unskilled and defined decision-making (Levels 1-2)	-	1	-	-	-	-	-	-	-	-	1
Total	2	3	-	2	2	2	1	5	-	-	17
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
Grand total	2	3	-	2	2	2	1	5	-	-	17

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

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

Table 3.5.3: Recruitment, 1 April 2020 to 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	-	1	-	-	-	-	-	-	-	1
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	3	-	-	2	3	2	-	-	-	-	10
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	2	3	-	-	1	1	-	1	-	-	8
Semi-skilled and discretionary decision-making (Levels 3-5)	2	3	-	-	5	8	-	-	-	-	18
Unskilled and defined decision-making (Levels 1-2)	-	-	-	-	-	1	-	-	-	-	1
Total	7	6	1	2	9	12	-	1	-	-	38
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
Grand total	7	6	1	2	9	12	-	1	-	-	38

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

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

Table 3.5.4: Promotions, 1 April 2020 to 31 March 2021

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

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

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department, by applying and being successful for an advertised post, through the recruitment and selection process as per Table 3.4.7.

Table 3.5.5: Terminations, 1 April 2020 to 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	-	1	-	-	-	-	1	-	-	2
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	3	-	-	7	4	3	-	-	-	-	17
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	4	5	-	1	4	3	-	1	-	-	18
Semi-skilled and discretionary decision-making (Levels 3-5)	2	-	-	-	1	4	-	-	-	-	7
Unskilled and defined decision-making (Levels 1-2)	-	-	-	-	-	-	-	-	-	-	-
Total	9	5	1	8	9	10	-	2	-	-	44
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
Grand total	9	5	1	8	9	10	-	2	-	-	44

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

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

Table 3.5.6: Disciplinary actions, 1 April 2020 to 31 March 2021

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I	W	A	C	I	W	Male	Female	
None											

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

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

Table 3.5.7: Skills development, 1 April 2020 to 31 March 2021

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	1	1	-	1	-	-	-	3
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	6	4	-	1	6	12	2	3	34
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	4	1	-	1	9	19	-	1	35
Semi-skilled and discretionary decision-making (Levels 3-5)	4	2	-	-	8	9	-	1	24
Unskilled and defined decision-making (Levels 1-2)	-	-	-	-	-	-	-	-	-
Total	14	8	1	2	24	40	2	5	96
Temporary employees	-	-	-	-	-	-	-	-	-
Grand total	14	8	1	2	24	40	2	5	96

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

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

3.6 Signing of performance agreements by SMS members

Table 3.6.1: Signing of Performance Agreements by SMS Members, as at 31 October 2020

SMS Post Level	Number of active SMS posts per level	Number of SMS members per level	Number of signed Performance Agreements per level	Signed Performance Agreements as % of SMS members per level
Head of Department	1	1	1	100,0
Salary Level 14	3	3	3	100,0
Salary Level 13	13	12	12	100,0
Total	17	16	16	100,0

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

The due date for SMS members to sign Performance Agreements for the 2020/21 performance cycle was extended to 31 October 2020, due to the COVID-19 pandemic, as per a DPSA circular issued in this regard.

Table 3.6.2: Reasons for not having concluded Performance Agreements with all SMS Members on 31 October 2020

Reasons for not concluding Performance Agreements with all SMS
None

Table 3.6.3: Disciplinary steps taken against SMS Members for not having concluded Performance Agreements on 31 October 2020

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

3.7 Filling of SMS Posts

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

Table 3.7.1: SMS posts information, as at 30 September 2020

SMS Level	Number of active SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Head of Department	1	1	100,0	-	-
Salary Level 14	3	3	100,0	-	-
Salary Level 13	14	12	85,7	2	14,3
Total	18	16	88,9	2	11,1

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

Table 3.7.2: SMS posts information, as at 31 March 2021

SMS Level	Number of active SMS posts per level	Number of SMS posts filled per level	% of SMS posts filled per level	Number of SMS posts vacant per level	% of SMS posts vacant per level
Head of Department	1	1	100,0	-	-
Salary Level 14	3	3	100,0	-	-
Salary Level 13	12	12	100,0	-	-
Total	16	16	100,0	-	-

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

Table 3.7.3: Advertising and Filling of SMS posts, as at 31 March 2021

SMS Level	Advertising	Filling of Posts	
	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level filled in 6 months after becoming vacant	Number of vacancies per level not filled in 6 months but filled in 12 months
Head of Department	-	-	-
Salary Level 14	-	-	-
Salary Level 13	1	-	1
Total	1	-	1

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

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

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

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

3.8 Employee Performance

The following tables note the number of staff by salary band (table 3.8.1) and staff within critical occupations (3.8.2) who received a notch progression as a result of performance management. (i.e. qualifying employees who scored between 3 - 4 in their performance ratings).

Table 3.8.1: Notch progressions by salary band, 1 April 2020 to 31 March 2021

Salary Band	Employees as at 31 March 2020	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Lower skilled (Levels 1-2)	12	1	8,3
Skilled (Levels 3-5)	97	46	47,4
Highly skilled production (Levels 6-8)	197	106	53,8
Highly skilled supervision (Levels 9-12)	129	68	52,7
Senior management (Levels 13-16)	17	7	41,2
Total	452	228	50,4

Table 3.8.2: Notch progressions by critical occupation, 1 April 2020 to 31 March 2021

Critical Occupations	Employees as at 31 March 2020	Progressions to another notch within a salary level	Notch progressions as a % of employees by salary band
Architect	7	4	57,1
Engineer	7	2	28,6
Financial Manager	12	10	83,3
GIS Specialist	3	3	100,0
Research and Statistical Analyst	7	2	28,6
Urban Designer/Town and Regional Planner	9	7	77,8
Works Inspector	29	12	41,4
Total	74	40	54,1

Human Resource Management

To encourage good performance, the Department has granted the following performance rewards to employees for the performance period 2019/20 but paid in the financial year 2020/21. The information is presented in terms of race, gender, and disability (Table 3.8.3), salary bands (Table 3.8.4 and Table 3.8.5) and critical occupations (Table 3.8.6).

Table 3.8.3: Performance rewards by race, gender and disability, 1 April 2020 to 31 March 2021

Race and Gender	Beneficiary Profile			Cost	
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within group	Cost (R'000)	Average cost per beneficiary (R)
African	-	138	-	-	-
Male	-	61	-	-	-
Female	-	77	-	-	-
Coloured	-	241	-	-	-
Male	-	114	-	-	-
Female	-	127	-	-	-
Indian	-	8	-	-	-
Male	-	3	-	-	-
Female	-	5	-	-	-
White	-	50	-	-	-
Male	-	33	-	-	-
Female	-	17	-	-	-
Employees with a disability	-	15	-	-	-
Total	-	452	-	-	-

Table 3.8.4: Performance rewards (cash bonus), by salary bands for personnel below Senior Management Service level, 1 April 2020 to 31 March 2021

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Lower skilled (Levels 1-2)	-	12	-	-	-	-
Skilled (Levels 3-5)	-	97	-	-	-	-
Highly skilled production (Levels 6-8)	-	197	-	-	-	-
Highly skilled supervision (Levels 9-12)	-	129	-	-	-	-
Total	-	435	-	-	-	-

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

Table 3.8.5: Performance rewards (cash bonus), by salary band, for Senior Management Service level, 1 April 2020 to 31 March 2021

Salary Bands	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Senior Management Service Band A (Level 13)	-	13	-	-	-	-
Senior Management Service Band B (Level 14)	-	3	-	-	-	-
Senior Management Service Band C (Level 15)	-	1	-	-	-	-
Total	-	17	-	-	-	-

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

Table 3.8.6: Performance rewards (cash bonus) by critical occupation, 1 April 2020 to 31 March 2021

Critical Occupation	Beneficiary Profile			Cost		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of total personnel expenditure
Architect	-	7	-	-	-	-
Engineer	-	7	-	-	-	-
Financial Manager	-	12	-	-	-	-
GIS Specialist	-	3	-	-	-	-
Research and Statistical Analyst	-	7	-	-	-	-
Urban Designer/Town and Regional Planner	-	9	-	-	-	-
Works Inspector	-	29	-	-	-	-
Total	-	74	-	-	-	-

3.9 Foreign Workers

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

Table 3.9.1: Foreign Workers by salary band, 1 April 2020 to 31 March 2021

Salary Band	1 April 2020		31 March 2021		Change	
	Number	% of total	Number	% of total	Number	% change
Lower skilled (Levels 1-2)	-	-	-	-	-	-
Skilled (Levels 3-5)	-	-	-	-	-	-
Highly skilled production (Levels 6-8)	-	-	-	-	-	-
Highly skilled supervision (Levels 9-12)	1	100,0	1	100,0	-	-
Senior management (Levels 13-16)	-	-	-	-	-	-
Total	1	100,0	1	100,0	0	0,0

Note: The table above includes non-citizens with permanent residence in the Republic of South Africa.

Table 3.9.2: Foreign Workers by major occupation, 1 April 2020 to 31 March 2021

Major Occupation	1 April 2020		31 March 2021		Change	
	Number	% of total	Number	% of total	Number	% change
Assistant Director	1	100,0	1	100,0	-	-
Total	1	100,0	1	100,0	-	-

Note: The table above includes non-citizens with permanent residence in the Republic of South Africa.

3.10 Leave utilisation for the Period 1 January 2020 To 31 December 2020

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

Table 3.10.1: Sick leave, 1 January 2020 to 31 December 2020

Salary Band	Total days	% days with medical certification	Number of Employees using sick leave	Total number of employees	% of total employees using sick leave	Average days per employee	Estimated Cost (R'000)
Interns	90	64,4	24	39	61,5	4	23
Lower skilled (Levels 1-2)	50	68,0	9	12	75,0	6	21
Skilled (Levels 3-5)	559	76,4	81	108	75,0	7	398
Highly skilled production (Levels 6-8)	793	71,6	131	202	64,9	6	952
Highly skilled supervision (Levels 9-12)	465	82,4	90	156	57,7	5	856
Senior management (Levels 13-16)	39	87,2	7	19	36,8	6	116
Total	1 996	75,4	342	536	63,8	6	2 366

Note: The leave dispensation as determined in the "Leave Determination", read with the applicable collective agreements, provides for normal sick leave of 36 working days in a sick leave cycle of three years. The three-year sick leave cycle started in January 2019 and ends in December 2021. The information in each case reflects the totals excluding incapacity leave taken by employees. For an indication of incapacity leave taken, refer to Table 3.10.2.

Table 3.10.2: Incapacity leave, 1 January 2020 to 31 December 2020

Salary Band	Total days	% days with medical certification	Number of Employees using incapacity leave	Total number of employees	% of total employees using incapacity leave	Average days per employee	Estimated Cost (R'000)
Interns	-	-	-	39	-	-	-
Lower skilled (Levels 1-2)	-	-	-	12	-	-	-
Skilled Levels 3-5)	89	100,0	3	108	2,8	30	66
Highly skilled production (Levels 6-8)	57	100,0	3	202	1,5	19	65
Highly skilled supervision (Levels 9-12)	4	100,0	2	156	1,3	2	7
Senior management (Levels 13-16)	-	-	-	19	-	-	-
Total	150	100,0	8	536	1,5	19	138

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

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

Human Resource Management

Table 3.10.3 summarises the utilisation of annual leave. The wage agreement concluded with trade unions in the Public Service Coordinating Bargaining Council (PSCBC) in 2000 requires management of annual leave to prevent high levels of accrued leave having to be paid at the time of termination of service.

Table 3.10.3: Annual Leave, 1 January 2020 to 31 December 2020

Salary Band	Total days taken	Total number employees using annual leave	Average number of days taken per employee
Interns	393	36	11
Lower skilled (Levels 1-2)	205	11	19
Skilled (Levels 3-5)	1 785	99	18
Highly skilled production (Levels 6-8)	3 927	191	21
Highly skilled supervision (Levels 9-12)	2 970	151	20
Senior management (Levels 13-16)	364	17	21
Total	9 644	505	19

Table 3.10.4: Capped leave, 1 January 2020 to 31 December 2020

Salary Band	Total capped leave available as at 31 Dec 2019	Total days of capped leave taken	Number of employees using capped leave	Average number of days taken per employee	Number of employees with capped leave as at 31 Dec 2020	Total capped leave available as at 31 Dec 2020
Lower skilled (Levels 1-2)	-	-	-	-	-	-
Skilled (Levels 3-5)	11	-	-	-	4	11
Highly skilled production (Levels 6-8)	1 426	135	4	34	33	1 258
Highly skilled supervision (Levels 9-12)	892	12	2	6	26	916
Senior management (Levels 13-16)	291	12	1	12	4	259
Total	2 621	159	7	23	67	2 444

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

Table 3.10.5: Leave pay-outs, 1 April 2020 to 31 March 2021

Reason	Total Amount (R'000)	Number of Employees	Average payment per employee
Leave pay-outs during 2020/21 due to non-utilisation of leave for the previous cycle	-	-	-
Capped leave pay-outs on termination of service	131	2	65 428
Current leave pay-outs on termination of service	462	39	11 848
Total	593	41	14 462

3.11 Health promotion programmes, including HIV & AIDS

Table 3.11.1: Steps taken to reduce the risk of occupational exposure, 1 April 2020 to 31 March 2021

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
The nature of the Department's work does not expose employees to increased risk of contracting HIV & AIDS. Despite the very low occupational risk, all employees have been targeted at all levels within the Department.	Due to the COVID-19 pandemic and lockdown conditions the HCT and wellness services were suspended. Employee Health and Wellness Services are rendered to all employees in need and include the following: • 24/7/365 Telephone counselling; • Face-to-face counselling (4 session model); • Trauma and critical incident counselling; and • Advocacy on HIV & AIDS awareness, including online services. Training, coaching and targeted Interventions as required.

Table 3.11.2: Details of Health Promotion including HIV & AIDS Programmes, 1 April 2020 to 31 March 2021

Question	Yes	No	Details, if yes
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2016? If so, provide her/his name and position.	✓		Ms Letitia Isaacs, Director (acting): Organisational Behaviour (Department of the Premier)
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	✓		The Corporate Services Centre (CSC) within the Department of the Premier provides a transversal service to the 11 departments, including the Department of Human Settlements. A designated Employee Health and Wellness unit within the Directorate Organisational Behaviour and the Chief Directorate Organisation Development serves to promote the health and well-being of employees in the 11 client departments. The unit consists of a Deputy Director, three (3) Assistant Directors, and two (2) EHW Practitioners. Budget: R4.293 m

Question	Yes	No	Details, if yes
3. Has the department introduced an Employee Assistance or Health Promotion Programme for employees? If so, indicate the key elements/ services of this Programme.	✓		The Department of the Premier has entered into a service level agreement with Metropolitan Health (external service provider) to render an Employee Health and Wellness Service to the 11 departments of the Corporate Services Centre (CSC). The following interventions were conducted: Owning Your Personal Power, Parenting during time of COVID, Re-integrating Back into Work Post the lockdown, cultivating a high-performance team in a new norm, Grit for leaders, Managing conflict and toxic relationships and Getting over my Anxieties These interventions are based on the outbreak of the COVID-19 pandemic as well as trends reflected in the quarterly reports and implemented to address employee or departmental needs. Awareness Sessions conducted: Employee Information sessions and Gender based violence. These interventions are based on trends reflected in the quarterly reports and implemented to address employee or departmental needs. The targeted interventions for both employees and managers were aimed at personal development; promotion of healthy lifestyles; and improving coping skills. This involved presentations, workshops, group discussions to create awareness and encourage employees to have a pro-active approach to limit the impact of these problems in the workplace. Targeted interventions were also implemented to equip managers with tools to engage employees in the workplace. Information sessions were also provided to inform employees of the EHW service and how to access the Employee Health and Wellness (EHW) Programme during the time of lockdown and interventions that are tailor made to suit the period of COVID-19 and lockdown. Information on how to access the Employee Health and Wellness (EHW) Programme was distributed online. Promotional material such as posters, fridge magnets and wallet cards including prize winning water bottles were distributed to the employees.
4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2016? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	✓		The Provincial Employee Health and Wellness Steering Committee has been established with members nominated by each department. The Department of Human Settlements is represented by Mr Robbie Robberts and Mr Francois Du Plessis.

Question	Yes	No	Details, if yes
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.	✓		The Transversal Management Framework for Employee Health and Wellness Programmes in the Western Cape Government is in effect and was adopted by the Co-ordinating Chamber of the PSCBC for the Western Cape Province in December 2016. In this regard, all employment policies make provision for fair practices, regardless of the HIV status of staff or applicants. Workplace practices are constantly monitored to ensure policy compliance and fairness. Under the EHW banner, four EHW Policies were approved which includes HIV & AIDS and TB Management that responds to the prevention of discrimination against employees affected and infected by HIV & AIDS and TB in the workplace. Further to this, the Department of Health, that is the lead department for HIV & AIDS, has approved the Transversal HIV & AIDS/STI Workplace Policy and Programme that is applicable to all departments of the Western Cape Government. The document is in line with the four pillars of the National EHW Strategic Framework 2018 as amended. During the reporting period, the transversal EHW policies including the HIV & AIDS and TB Management Policy have been reviewed against the DPSA policies as well as the National Strategic Plan for HIV, TB and STIs (2017-2022) which ensures inclusivity and elimination of discrimination and stigma against employees with HIV.
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	✓		The Provincial Strategic Plan on HIV & AIDS, STIs and TB 2017-2022 has been implemented to mainstream HIV and TB and its gender and rights-based dimensions into the core mandates to reduce HIV-related stigma. The aim is to: • Reduce HIV and TB discrimination in the workplace. This included campaigns against unfair discrimination and empowerment of employees. • Reduce unfair discrimination in access to services. This included ensuring that the Directorate Employee Relations addresses complaints or grievances relating to unfair discrimination and provides training to employees. Due to the COVID-19 pandemic, the Department could not implement the planned measures to address the stigma and discrimination against those infected or perceived to be infective with HIV, which are the following: • Wellness Screenings (Blood pressure, Glucose, Cholesterol, TB, BMI); • HCT Screenings; • TB Talks and Screenings; • Distributing posters and pamphlets; • Condom distribution and spot talks; and • Commemoration of World AIDS Day and Wellness events.

Human Resource Management

Question	Yes	No	Details, if yes
7. Does the department encourage its employees to undergo HIV counselling and testing (HCT)? If so, list the results that you have achieved.	✓		There were no Wellness and HCT screening sessions in this reporting period due to COVID-19 restrictions.
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	✓		The EHWP is monitored through Quarterly and Annual reporting and trend analysis can be derived through comparison of departmental utilisation and demographics i.e. age, gender, problem profiling, employee vs. manager utilisation, number of cases. Themes and trends also provide a picture of the risks and impact the EHW issues have on individuals and the workplace.

3.12 Labour relations

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

Table 3.12.1: Collective agreements, 1 April 2020 to 31 March 2021

Total collective agreements	None
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Table 3.12.2 summarises the outcome of disciplinary hearings conducted within the Department for the period.

Table 3.12.2: Misconduct and disciplinary hearings finalised, 1 April 2020 to 31 March 2021

Outcomes of disciplinary hearings	Number of cases finalised	% of total
None		

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

Table 3.12.3: Types of misconduct addressed at disciplinary hearings, 1 April 2020 to 31 March 2021

Type of misconduct	Number	% of total
None		

Table 3.12.4: Grievances lodged, 1 April 2020 to 31 March 2021

Grievances lodged	Number	% of total
Number of grievances resolved	2	66,7
Number of grievances not resolved	1	33,3
Total number of grievances lodged	3	100,0

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

Table 3.12.5: Disputes lodged with Councils, 1 April 2020 to 31 March 2021

Disputes lodged with Councils	Number	% of total
Number of disputes upheld	-	-
Number of disputes dismissed	1	100,0
Total number of disputes lodged	1	100,0

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

Table 3.12.6: Strike actions, 1 April 2020 to 31 March 2021

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

Table 3.12.7: Precautionary suspensions, 1 April 2020 to 31 March 2021

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

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

3.13 Skills development

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

Table 3.13.1: Training needs identified, 1 April 2020 to 31 March 2021

Occupational Categories	Gender	Number of employees as at 1 April 2020	Training needs identified at start of reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13 – 16)	Female	8	-	14	-	14
	Male	9	-	34	-	34
Professionals (Salary Band 9 – 12)	Female	48	-	88	-	88
	Male	94	-	180	-	180
Technicians and associate professionals (Salary Band 6 – 8)	Female	116	-	166	-	166
	Male	73	-	149	-	149
Clerks (Salary Band 3 – 5)	Female	59	-	130	-	130
	Male	32	-	56	-	56
Elementary occupations (Salary Band 1 – 2)	Female	3	-	4	-	4
	Male	7	-	-	-	-
Sub Total	Female	234	-	402	-	402
	Male	215	-	419	-	419
Total		449	-	821	-	821
Employees with disabilities	Female	8	-	13	-	13
	Male	7	-	25	-	25

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

Table 3.13.2: Training provided, 1 April 2020 to 31 March 2021

Occupational Categories	Gender	Number of employees as at 31 March 2021	Training provided during the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13 – 16)	Female	7	-	2	-	2
	Male	9	-	2	-	2
Professionals (Salary Band 9 – 12)	Female	46	-	34	-	34
	Male	96	-	14	-	14
Technicians and associate professionals (Salary Band 6 – 8)	Female	114	-	37	-	37
	Male	66	-	6	-	6
Clerks (Salary Band 3 – 5)	Female	64	-	26	-	26
	Male	33	-	8	-	8
Elementary occupations (Salary Band 1 – 2)	Female	4	-	0	-	-
	Male	7	-	0	-	-
Sub Total	Female	235	-	99	-	99
	Male	211	-	30	-	30
Total		446	-	129	-	129
Employees with disabilities	Female	10	-	5	-	5
	Male	7	-	3	-	3

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

3.14 Injury on duty

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

Table 3.14.1: Injury on duty, 1 April 2020 to 31 March 2021

Nature of injury on duty	Number	% of total
Required basic medical attention only	1	100,0
Temporary disablement	-	-
Permanent disablement	-	-
Fatal	-	-
Total	1	100,0
Percentage of total employment		0,2

3.15 Utilisation of consultants

Table 3.15.1: Consultant appointments using appropriated funds

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL AMOUNT PAID IN THE 2020/21 FINANCIAL YEAR	BBBEE LEVEL
3	Aurecon T/A Zutari (Pty) Ltd	Airport Informal Settlements Precinct	Professional Fees	5	84 Months	R 6,597,013.62	R 345,474.61	Level 1
	Bergstan South Africa Consulting					R 3,976,098.54	R 151,661.30	
	Elite Consult					R 3,711,490.00	R 734,122.88	
	JG Afrika (Pty) Ltd					R 3,811,000.00	R 45,614.79	
	Spectra Concepts				36 Months	R 542,443.00	R 52,500.00	Level 4
3	ARG Design	Kosovo Informal Settlement	Professional Fees	10	84 Months	R 2,747,038.60	R 28,336.75	Level 2
	Atvantage Quantity Surveyor				36 Months	R 519,000.00	R 216,200.00	Level 5
	Element Consulting Engineering Pty				84 Months	R 1,499,989.00	R 50,220.93	Level 2
	Frontline Health and Safety & Enviro				36 Months	R 97,550.00	R 4,500.00	Level 1
	GIBB Pty Ltd				84 Months	R 7,231,514.53	R 2,529,594.78	Level 2
	Lakhanya Quantity Surveyors CC				36 Months	R 34,600.00	R 8,000.00	Level 2
	Miradi Architects				84 Months	R 866,940.00	R 77,297.84	Level 4
	MPA Civils				"Contract expires once the final deliverable is completed"	R 8,468,813.60	R 246,319.52	Level 1
	UMTHA Consultancy				84 Months	R 1,125,000.00	R 173,250.00	Level 1
	WSP Group Afrika				"Contract expires once the final deliverable is completed"	R 11,073,062.53	R 436,906.72	Level 1

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL AMOUNT PAID IN THE 2020/21 FINANCIAL YEAR	BBBEE LEVEL
3	Guillaume Nel (GNEC)	Transhex Housing Project	Business & Advisory SERV: Project Management	2	78 Months	R 4,017,244.00	R 32,720.00	Level 4
	Jubelie Projects				76 Months	R 60,392,465.99	R 1,221,013.28	Level 3
3	Delta Built Environment Consultants	Greater Retreat Dev. Project	Hum Sett Red Prog H/H	4	36 Months	R 7,499,945.00	R 1,153,229.82	Level 1
	JG Afrika (Pty) Ltd					R 779,739.63	R 127,070.89	
	MLH Architects and Planners Cape					R 2,360,000.00	R 157,500.00	Level 3
	Mzi Development Services					R 2,142,855.00	R 57,386.75	Level 1
3	AQS Consultants	Vlakkeland Housing Project	Business & Advisory SERV: Project Management	6	66 Months	R 2,020,853.84	R 418,725.17	Level 1
	BSP Consulting Engineers				73 Months	R 9,733,475.41	R 46,300.00	Level 2
	Cassiem Mozer Attorneys				N/A	R 461,973.65	R 461,973.65	Level 3
	Jubelie Projects				65 Months	R 20,660,535.62	R 1,089,082.63	
	Lakhanya Quantity Surveyors Cc				64 Months	R 1,023,070.22	R 285,054.68	Level 1
	Neil Lyners And Associates (Pty) Ltd				82 Months	R 29,091,421.56	R 157,890.00	

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL AMOUNT PAID IN THE 2020/21 FINANCIAL YEAR	BBBEE LEVEL
3	Bisiwe Van Niekerk Inc	Taiwan & Yb Informal Settlement Upgrade	Professional Services	8	36 Months	R 866,116.65	R 164,974.60	Level 2
	Cndv Africa - Town Planner & Urban Design					R 3,303,006.00	R 100,000.00	Level 4
	Human Settlement Holistic Services					R 6,371,634.40	R 727,722.22	N/A
	Nadeson Consulting Services					R 3,654,750.44	R 184,564.90	Level 1
	Royal Haskoningdhv					R 1,949,718.20	R 588,382.72	Level 2
	Thabile Engineering					R 5,535,750.00	R 332,936.55	
	WSP Group Africa					R 6,582,664.00	R 488,214.22	Level 1
	Built Environment Partnership					R 178,500.00	R 88,500.00	
3	Bosch Semele (Pty) Ltd	Malibu Conifers	Business & Advisory SERV: Project Management	2	12 Months	R 5,247,368.60	R 766,343.43	Level 2
	FJC Consulting (Pty) Ltd					R 267,300.00	R 22,923.08	
3	Blackbird Trading (Pty) Ltd	De Novo	Human Settlements Redress Programme	2	N/A	R 482,221.36	R 482,221.36	Level 1
	Jubelle Projects	De Novo				R 17,497.69	R 17,497.69	Level 3
3	Peoples Environmental Planning (Pep)	Napier	Professional Fees	1	48 Months	R 662,786.81	R 49,500.00	N/A
3	Cassie Gerber Property Valuers	Valuation Certificate	Professional Fees	1	N/A	R 14,875.00	R 14,875.00	Level 4
3	Community Organisation Resource	Langrug: Stellenbosch	Professional Fees	1	48 Months	R 1,818,900.00	R 300,000.00	N/A
1	African Ideas	Change Navigation Specialist	Professional Fees	1	36 Months	R 3,808,000.00	R 1,143,135.94	Level 1
3	Peoples Environmental Planning (Pep)	Zwelitsha (Bredasdorp)	Professional Fees	1	48 Months	R 1,060,525.30	R 81,000.00	N/A
3	Sawic Ikapa Primary Co-Operative	South African Women in Construction	Professional Fees	1	48 Months	R 3,038,888.52	R 51,467.53	N/A

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL AMOUNT PAID IN THE 2020/21 FINANCIAL YEAR	BBBEE LEVEL
1	Quantum Leap Consulting	Business Analysis, ICT Plans & Policies	Professional Fees	2	12 Months	R 146,010,000.00	R 310,191.62	N/A
1	EOH Mthombo				12 Months	R 113,825,849.00	R 241,855.22	LEVEL 1
3	Peoples Environmental Planning (Pep)	Bitou: Zawa Zawa	Professional Fees	1	48 Months	R 831,252.31	R 147,397.64	N/A
3	Violence Prevention Through Urban Upgrading (VPUU)	Violence Prevention Through Urban Upgrading - Grabouw	Professional Fees	1	48 Months	R 4,359,556.64	R 1,070,453.50	N/A
2	Violence Prevention Through Urban Upgrading (VPUU)	Botrivier Invoice 3: Community Survey & Enumeration	Professional Fees	1	48 Months	R 926,362.56	R 117,796.00	N/A
2	Violence Prevention Through Urban Upgrading (VPUU)	Kleinmond Invoice 4: Community Survey & Enumeration	Professional Fees	1	48 Months	R 1,319,580.90	R 114,565.72	N/A
2	Violence Prevention Through Urban Upgrading (VPUU)	Swellendam Invoice 4: Community Survey & Enumeration	Professional Fees	1	48 Months	R 1,641,071.60	R 297,747.61	N/A
1	Wilfred Jewell Consultancy	Annual Performance Plan	Professional Fees	1	N/A	R 22,080.00	R 22,080.00	Level 1
3	Royal Haskoning	Metro Grounds: 671	Professional Fees	1	84 Months	R 6,286,357.74	R 2,212,405.52	Level 2
3	Van Zyl & Associates	Covid 19-Response	Professional Fees	1	24 Months	R 1,548,000.00	R 1,266,150.00	Level 1
3	Jubelie Projects	De Novo Rectification	Business & Advisory Services: Project Management	1	N/A	R 21,864.96	R 21,864.96	Level 3
3	Peoples Environmental Planning (Pep)	Bitou: Bossiesgif, Goleni, Pinetrees	Professional Fees	1	48 Months	R 3,156,288.18	R 461,067.25	N/A
3	Royal Haskoning	Syferfontein	Professional Fees	1	84 Months	R 91 857 415,00	R 7,782,785.59	Level 2

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL AMOUNT PAID IN THE 2020/21 FINANCIAL YEAR	BBBEE LEVEL
3	Aurecon T/A Zutari (Pty) Ltd	Ithamba	Hum Sett Red Prog H/H	6	36 Months	R 23,237,556.40	R 1,721,816.13	Level 1
	Bergstan South Africa Consulting					R 22,362,351.69	R 307,338.96	
	Iliso Consulting					R 14,908,236.66	R 49,616.85	
	Ix Engineers (Pty) Ltd					R 5,857,214.49	R 86,100.00	
	Magqwaka Associates Architects					R 2,601,200.88	R 292,513.36	
	Mv Abayili					R 1,734,163.20	R 195,008.90	
2	People's Environmental Planning	Community Based Planning & Enumeration	Business & Advisory Services	1	36 Months	R 6,887,213.09	R 105,200.00	N/A
3	AQS Consulting	Penhill Greenfields	Professional Fees	8	36 Months	R 519,000.00	R 55,697.92	Level 1
	Aurecon T/A Zutari (PTY) Ltd				84 Months	R 4,926,353.00	R 509,586.48	
	Bigen Afrika				84 Months	R 9,493,343.20	R 1,821,509.23	Level 1
	BSP Consulting (Pty) Ltd				"Contract expires once the final deliverable is completed"	R 11,919,366.00	R 641,174.45	Level 2
	Ix Engineers (Pty) Ltd				84 Months	R 26,013,634.87	R 3,439,503.97	Level 1
	Jakupa Architects				60 Months	R 2,922,753.24	R 249,060.00	Level 2
	Mzi Development Services				36 Months	R 1,050,600.00	R 196,232.70	Level 1
	SMEC South Africa				"Contract expires once the final deliverable is completed"	R 17,879,049.00	R 1,012,970.24	
3	C2C Consulting (Pty) Ltd	Highbury Military Vets	Hum Sett Red Prog H/H	1	12 Months	R 3,590,738.89	R 1,813,572.00	Level 1

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL AMOUNT PAID IN THE 2020/21 FINANCIAL YEAR	BBBEE LEVEL
3	AAM Geomatics	Silvertown Emergency Housing Programme	Human Settlements Redress Programme	8	18 Months	R 659,500.00	R 94,916.00	Level 1
	HHO					R 195,720.00	R 45,150.00	N/A
	Human Settlement Holistic Services					R 2,190,888.00	R 249,994.62	N/A
	Jze Architects					R 2,630,978.61	R 420,545.91	Level 2
	Mabune Consulting					R 309,750.00	R 79,850.00	Level 1
	Nadeson Consulting Services					R 3,403,000.00	R 756,876.57	Level 1
	Thabile Engineering					R 1,839,843.00	R 109,820.00	Level 2
	WSP Group Africa					R 5,597,980.00	R 932,847.60	Level 1
3	Lukhozi Consulting Engineers	Themb Dom Work Hous Proj	Hum Sett Red Prog H/H	1	12 Months	R 2,467,066.06	R 151,639.33	Level 2
3	C2C Consulting (Pty) Ltd	Our Pride:	Hum Sett Red Prog H/H	1	29 Months	R 3,338,520.82	R 747,659.60	Level 1
3	FJC Consulting (Pty) Ltd	Gatesville	Professional Fees	5	24 Months	R 545,265.00	R 121,000.00	Level 2
	Kantey And Templer					R 1,930,000.00	R 375,000.00	N/A
	Vanacore Subsidy Management					R 220,794.00	R 163,084.00	Level 1
	Motla Consulting					R 752,336.35	R 60,845.61	Level 2
2	Planning Partners	Visual and Content Development	Professional Fees	1	48 Months	R 577,500.00	R 20,000.00	Level 3
	Isandla Institute					R 989,417.00	R 405,378.16	N/A
	Development Action Group (DAG)					R 2,606,872.14	R 249,050.00	N/A
2	Development Action Group (DAG)	Sedgefield Informal Settlement	Professional Fees	1	48 Months	R 2,150,236.00	R 174,277.08	N/A

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL AMOUNT PAID IN THE 2020/21 FINANCIAL YEAR	BBBEE LEVEL
3	Gibb (Pty) Ltd	Grabouw Storm Water Masterplan	Professional Fees	1	36 Months	R 5,328,500.00	R 1,016,732.08	Level 2
3	Lukhozi Consulting Engineers	Forest Village	Professional Fees	1	10 years	R 128,960,015.12	R 5,678,997.19	Level 2
3	Development Action Group (DAG)	Tulbagh: Chris Hani	Professional Fees	1	48 Months	R 1,746,205.00	R 127,526.25	N/A
3	C2C Consulting (Pty) Ltd	Blue Downs Veterans	Hum Sett Red Prog H/H	2	13 Months	R 835,600.00	R 323,735.00	Level 1
	FJC Consulting (Pty) Ltd				12 Months	R 41,780.00	R 30,350.00	Level 2
TOTAL							R 778,104,731.92	R 54,810,743.05

Table 3.15.2: Consultant appointments using Donor funds

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS	DURATION: WORK DAYS/ HOURS	CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	BBBEE LEVEL
									None



Bredasdorp



Part E: Financial Information



Annual Financial Statements

for the year ended 31 March 2021

Annual Report for 2020/21 Financial Year
Vote 8: Department of Human Settlements
Western Cape Province

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Report of the auditor-general to the Western Cape Provincial Parliament on vote no. 8: Western Cape Department of Human Settlements

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Western Cape Department of Human Settlements set out on pages 153 to 215, which comprise the appropriation statement, statement of financial position as at 31 March 2021, the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Western Cape Department of Human Settlements as at 31 March 2021, and its financial performance and cash flows for the year then ended in accordance with the Modified Cash Standard (MCS) prescribed by the National Treasury and the requirements of the Public Finance Management Act 1 of 1999 (PFMA) and the requirements of the Division of Revenue Act 4 of 2020 (Dora).

Basis for opinion

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

Emphasis of matters

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

Underspending of conditional grant

7. As disclosed in note 4.3 to the appropriation statement, the department materially underspent the budget by R 40,08 million on conditional grants.

Irregular expenditure

8. As disclosed in note 24 to the financial statements, the department incurred irregular expenditure of R284,55 million, as it did not follow a proper tender process. This resulted from bids with biased specifications, procurement outside the scope of the contract and allowing other organs of state to make use of a contract without following the prescribed procurement requirements.

Restatement of corresponding figures

9. As disclosed in note 32 to the financial statements, the corresponding figures for 31 March 2020 were restated as a result of an error in the financial statements of the department at, and for the year ended, 31 March 2021.

Other matter

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

Unaudited supplementary information

11. The supplementary information set out on pages 216 to 225 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion on them.

Responsibilities of the accounting officer for the financial statements

12. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the MCS and the requirements of the PFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
13. In preparing the financial statements, the accounting officer is responsible for assessing the department's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the department or to cease operations, or has no realistic alternative but to do so.

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

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

Report on the audit of the annual performance report

Introduction and scope

16. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for selected programme presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.
17. My procedures address the usefulness and reliability of the reported performance information, which must be based on the department's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the department enabled service delivery. My procedures do not extend to any disclosures or assertions relating to the extent of achievements in the current year or planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
18. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected programme presented in the department's annual performance report for the year ended 31 March 2021:

Programme	Pages in the annual performance report
Programme 3: housing development	52 - 56

19. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
20. I did not identify any material findings on the usefulness and reliability of the reported performance information for this programme:
 - Programme 3: housing development

Other matters

21. I draw attention to the matters below.

Achievement of planned targets

22. Refer to the annual performance report on pages 52 to 56 for information on the achievement of planned targets for the year and management's explanations provided for the under and over achievement of targets.

Adjustment of material misstatements

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

Report on the audit of compliance with legislation

Introduction and scope

24. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the department's compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
25. The material findings on compliance with specific matters in key legislation are as follows:

Procurement and contract management

26. Tender requirements for some contracts above R30 million did not include a condition for mandatory subcontracting to advance designated groups, as required by the 2017 preferential procurement regulation 9(1).
27. Some contracts were awarded to bidders based on functionality criteria that were not stipulated in the original invitation for bidding, as required by the 2017 preferential procurement regulation 5(1) and (3).
28. Some contracts were awarded to bidders based on evaluation/adjudication criteria that were not stipulated or differed from those stipulated in the original invitation for bidding, as required by treasury regulation 16A6.3(a) and (b).
29. Some contracts were awarded to suppliers whose tax matters had not been declared by the South African Revenue Services to be in order, as required by treasury regulation 16A9.1(d).

Annual financial statements

30. The financial statements submitted for auditing were not prepared in accordance with the prescribed financial reporting framework and supported by full and proper records, as required by section 40(1)(a) and 40(1)(b) of the PFMA.
31. Material misstatements on current assets, current liabilities which were identified by the auditors in the submitted financial statement were corrected and/or the supporting records were provided subsequently, resulting in the financial statements receiving an unqualified opinion.

Other information

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

Report of the Auditor-General for the year ended 31 March 2021

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33. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.
34. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected programme presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
35. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

36. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. The matters reported below are limited to the significant internal control deficiencies that resulted in findings on the Department of Human Settlements compliance with legislation included in this report.
37. The department did not exercise adequate oversight of compliance with laws and regulations governing supply chain management. In particular, the department did not have sufficient monitoring controls to ensure compliance with policies and regulations relating to the specifications and evaluations of awards.
38. Management did not have adequate review controls in place to ensure that financial statements are prepared in accordance with the modified cash basis of accounting principles.

Auditor General

Cape Town

21 October 2021



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure – Auditor-general's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected programme and on the department's compliance with respect to the selected subject matters.

Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:
 - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
 - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the department's internal control
 - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
 - conclude on the appropriateness of the accounting officer's use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the Western Cape Department of Human Settlements to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a department to cease operating as a going concern
 - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence, and communicate to them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

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Appropriation per programme									
Programme	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration	127 437	-	177	127 614	124 893	2 721	97.9	122 807	122 807
2. Housing Needs, Research and Planning	26 599	-	(1 257)	25 342	24 170	1 172	95.4	27 336	27 336
3. Housing Development	2 236 718	-	823	2 237 541	2 196 164	41 377	98.2	2 497 333	2 496 984
4. Housing Asset Management	36 033	-	257	36 290	35 380	910	97.5	36 645	36 645
Total	2 426 787	-	-	2 426 787	2 380 607	46 180	98.1	2 684 121	2 683 772
Reconciliation with Statement of Financial Performance									
Add:									
Departmental receipts				49 588				67 044	
Aid assistance				-				551	
Actual amounts per Statement of Financial Performance (Total Revenue)				2 476 375				2 751 716	
Add: Aid assistance					-				390
Actual amounts per Statement of Financial Performance Expenditure					2 380 607				2 684 162

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Appropriation per economic classification									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	399 737	(75 758)	(1 257)	322 722	316 621	6 101	98.1	337 432	337 161
Compensation of employees	246 995	(9 564)	-	237 431	231 515	5 916	97.5	245 591	245 442
Salaries and wages	212 837	(6 796)	-	206 041	201 982	4 059	98.0	216 971	216 822
Social contributions	34 158	(2 768)	-	31 390	29 533	1 857	94.1	28 620	28 620
Goods and services	152 742	(66 194)	(1 257)	85 291	85 106	185	99.8	91 841	91 719
Administrative fees	337	(272)	(53)	12	12	-	100.0	170	170
Advertising	649	722	(42)	1 329	1 329	-	100.0	679	679
Minor assets	846	(386)	-	460	460	-	100.0	282	282
Audit costs: External	6 661	637	-	7 298	7 298	-	100.0	6 784	6 784
Bursaries: Employees	622	74	-	696	696	-	100.0	808	808
Catering: Departmental activities	394	(316)	(48)	30	30	-	100.0	280	280
Communication (G&S)	1 459	104	(12)	1 551	1 551	-	100.0	1 304	1 304
Computer services	1 293	1 448	-	2 741	2 741	-	100.0	3 561	3 561
Consultants: Business and advisory services	25 011	(22 105)	(352)	2 554	2 554	-	100.0	2 115	2 115
Infrastructure and planning services	30 052	(15 945)	-	14 107	14 107	-	100.0	11 069	11 069
Legal services	2 391	3 077	-	5 468	5 283	185	96.6	1 468	1 468
Contractors	817	(752)	(11)	54	54	-	100.0	503	503
Agency and support / outsourced services	3 101	(3 046)	-	55	55	-	100.0	-	-
Entertainment	61	(41)	(7)	13	13	-	100.0	32	32
Fleet services (including government motor transport)	2 806	(1 020)	-	1 786	1 786	-	100.0	3 365	3 365
Consumable supplies	875	(538)	(32)	305	305	-	100.0	384	384
Consumable: Stationery, printing and office supplies	1 216	(694)	(12)	510	510	-	100.0	997	997
Operating leases	1 756	(362)	(63)	1 331	1 331	-	100.0	1 641	1 641
Property payments	62 575	(21 285)	-	41 290	41 290	-	100.0	46 645	46 645
Travel and subsistence	5 846	(2 653)	(499)	2 694	2 694	-	100.0	7 081	6 959
Training and development	1 478	(985)	(58)	435	435	-	100.0	1 020	1 020
Operating payments	1 204	(639)	(35)	530	530	-	100.0	1 345	1 345
Venues and facilities	1 065	(1 002)	(33)	30	30	-	100.0	273	273
Rental and hiring	227	(215)	-	12	12	-	100.0	35	35
Transfers and subsidies	2 021 337	74 568	1 080	2 096 985	2 056 906	40 079	98.1	2 336 924	2 336 846

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Appropriation per economic classification									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Provinces and municipalities	48 388	4 178	1 337	53 903	53 903	-	100.0	86 817	86 817
Municipalities	48 388	4 178	1 337	53 903	53 903	-	100.0	86 817	86 817
Municipal bank accounts	48 388	4 178	1 337	53 903	53 903	-	100.0	86 817	86 817
Departmental agencies and accounts	7	11	-	18	18	-	100.0	6	6
Departmental agencies	7	11	-	18	18	-	100.0	6	6
Higher education institutions	400	-	-	400	400	-	100.0	400	400
Non-profit institutions	-	-	-	-	-	-	-	1 000	1 000
Households	1 972 542	70 379	(257)	2 042 664	2 002 585	40 079	98.0	2 248 701	2 248 623
Social benefits	3 279	571	-	3 850	3 850	-	100.0	3 220	3 220
Other transfers to households	1 969 263	69 808	(257)	2 038 814	1 998 735	40 079	98.0	2 245 481	2 245 403
Payments for capital assets	5 413	1 318	177	6 908	6 908	-	100.0	7 494	7 494
Machinery and equipment	5 413	1 318	177	6 908	6 908	-	100.0	6 874	6 874
Transport equipment	3 358	886	177	4 421	4 421	-	100.0	4 476	4 476
Other machinery and equipment	2 055	432	-	2 487	2 487	-	100.0	2 398	2 398
Software and other intangible assets	-	-	-	-	-	-	-	620	620
Payment for financial assets	300	(128)	-	172	172	-	100.0	2 271	2 271
Total	2 426 787	-	-	2 426 787	2 380 607	46 180	98.1	2 684 121	2 683 772

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Programme 1: ADMINISTRATION									
Subprogramme	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Office of the MEC	6 867	484	-	7 351	7 351	-	100.0	6 817	6 817
2. Corporate services	120 570	(484)	177	120 263	117 542	2 721	97.7	115 990	115 990
Total	127 437	-	177	127 614	124 893	2 721	97.9	122 807	122 807

Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	118 438	(1 222)	-	117 216	114 495	2 721	97.7	114 410	114 410
Compensation of employees	97 693	(20)	-	97 673	94 952	2 721	97.2	92 623	92 623
Salaries and wages	85 673	(20)	-	85 653	82 846	2 807	96.7	81 275	81 275
Social contributions	12 020	-	-	12 020	12 106	(86)	100.7	11 348	11 348
Goods and services	20 745	(1 202)	-	19 543	19 543	-	100.0	21 787	21 787
Administrative fees	189	(178)	-	11	11	-	100.0	90	90
Advertising	301	783	-	1 084	1 084	-	100.0	563	563
Minor assets	846	(386)	-	460	460	-	100.0	282	282
Audit costs: External	6 661	637	-	7 298	7 298	-	100.0	5 658	5 658
Bursaries: Employees	622	74	-	696	696	-	100.0	808	808
Catering: Departmental activities	125	(96)	-	29	29	-	100.0	112	112
Communication (G&S)	911	118	-	1 029	1 029	-	100.0	809	809
Computer services	1 224	1 311	-	2 535	2 535	-	100.0	3 464	3 464
Consultants: Business and advisory services	86	1 079	-	1 165	1 165	-	100.0	99	99
Legal services	74	(74)	-	-	-	-	-	-	-
Contractors	290	(252)	-	38	38	-	100.0	501	501
Agency and support / outsourced services	163	(163)	-	-	-	-	-	-	-
Entertainment	26	(15)	-	11	11	-	100.0	23	23
Fleet services (including government motor transport)	2 806	(1 020)	-	1 786	1 786	-	100.0	3 365	3 365
Consumable supplies	649	(376)	-	273	273	-	100.0	305	305

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Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Consumable: Stationery, printing and office supplies	1 112	(602)	-	510	510	-	100.0	994	994
Operating leases	1 204	(125)	-	1 079	1 079	-	100.0	1 151	1 151
Property payments	263	(250)	-	13	13	-	100.0	18	18
Travel and subsistence	1 824	(925)	-	899	899	-	100.0	1 861	1 861
Training and development	472	(299)	-	173	173	-	100.0	389	389
Operating payments	696	(261)	-	435	435	-	100.0	1 015	1 015
Venues and facilities	-	7	-	7	7	-	100.0	245	245
Rental and hiring	201	(189)	-	12	12	-	100.0	35	35
Transfers and subsidies	3 286	32	-	3 318	3 318	-	100.0	747	747
Departmental agencies and accounts	7	11	-	18	18	-	100.0	6	6
Departmental agencies	7	11	-	18	18	-	100.0	6	6
Households	3 279	21	-	3 300	3 300	-	100.0	741	741
Social benefits	3 279	21	-	3 300	3 300	-	100.0	738	738
Other transfers to households	-	-	-	-	-	-	-	3	3
Payments for capital assets	5 413	1 318	177	6 908	6 908	-	100.0	7 494	7 494
Machinery and equipment	5 413	1 318	177	6 908	6 908	-	100.0	6 874	6 874
Transport equipment	3 358	886	177	4 421	4 421	-	100.0	4 476	4 476
Other machinery and equipment	2 055	432	-	2 487	2 487	-	100.0	2 398	2 398
Software and other intangible assets	-	-	-	-	-	-	-	620	620
Payment for financial assets	300	(128)	-	172	172	-	100.0	156	156
Total	127 437	-	177	127 614	124 893	2 721	97.9	122 807	122 807

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Subprogramme: 1.1: OFFICE OF THE MEC									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	6 529	422	-	6 951	6 951	-	100.0	6 532	6 532
Compensation of employees	5 747	574	-	6 321	6 321	-	100.0	5 272	5 272
Goods and services	782	(152)	-	630	630	-	100.0	1 260	1 260
Transfers and subsidies	-	-	-	-	-	-	0.0	16	16
Households	-	-	-	-	-	-	0.0	16	16
Payments for capital assets	338	62	-	400	400	-	100.0	269	269
Machinery and equipment	338	62	-	400	400	-	100.0	269	269
Transport equipment	338	26	-	364	364	-	100.0	240	240
Other machinery and equipment	-	36	-	36	36	-	100.0	29	29
Total	6 867	484	-	7 351	7 351	-	100.0	6 817	6 817

Subprogramme: 1.2: CORPORATE SERVICES									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	111 909	(1 644)	-	110 265	107 544	2 721	97.5	107 878	107 878
Compensation of employees	91 946	(594)	-	91 352	88 631	2 721	97.0	87 351	87 351
Goods and services	19 963	(1 050)	-	18 913	18 913	-	100.0	20 527	20 527
Transfers and subsidies	3 286	32	-	3 318	3 318	-	100.0	731	731
Departmental agencies and accounts	7	11	-	18	18	-	100.0	6	6
Households	3 279	21	-	3 300	3 300	-	100.0	725	725
Payments for capital assets	5 075	1 256	177	6 508	6 508	-	100.0	7 225	7 225
Machinery and equipment	5 075	1 256	177	6 508	6 508	-	100.0	6 605	6 605
Software and other intangible assets	-	-	-	-	-	-	-	620	620
Payment for financial assets	300	(128)	-	172	172	-	100.0	156	156
Total	120 570	(484)	177	120 263	117 542	2 721	97.7	115 990	115 990

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Programme 2: HOUSING NEEDS, RESEARCH AND PLANNING									
Subprogramme	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration	15 717	(28)	(1 257)	14 432	13 547	885	93.9	17 153	17 153
2. Planning	10 882	28	-	10 910	10 623	287	97.4	10 183	10 183
Total	26 599	-	(1 257)	25 342	24 170	1 172	95.4	27 336	27 336

Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	26 599	(41)	(1 257)	25 301	24 129	1 172	95.4	27 262	27 262
Compensation of employees	24 613	(41)	-	24 572	23 400	1 172	95.2	25 503	25 503
Salaries and wages	21 155	67	-	21 222	20 700	522	97.5	22 476	22 476
Social contributions	3 458	(108)	-	3 350	2 700	650	80.6	3 027	3 027
Goods and services	1 986	-	(1 257)	729	729	-	100.0	1 759	1 759
Administrative fees	64	(11)	(53)	-	-	-	-	37	37
Advertising	53	(11)	(42)	-	-	-	-	-	-
Catering: Departmental activities	70	(22)	(48)	-	-	-	-	47	47
Communication (G&S)	116	(7)	(12)	97	97	-	100.0	94	94
Computer services	-	-	-	-	-	-	-	-	-
Consultants: Business and advisory services	396	388	(352)	432	432	-	100.0	139	139
Infrastructure and planning services	-	-	-	-	-	-	-	88	88
Contractors	11	-	(11)	-	-	-	-	-	-
Entertainment	9	(2)	(7)	-	-	-	-	1	1
Consumable supplies	48	(16)	(32)	-	-	-	-	12	12
Consumable: Stationery, printing and office supplies	19	(7)	(12)	-	-	-	-	-	-
Operating leases	148	(29)	(63)	56	56	-	100.0	131	131
Property payments	-	-	-	-	-	-	-	2	2
Travel and subsistence	847	(245)	(499)	103	103	-	100.0	1 014	1 014
Training and development	129	(49)	(58)	22	22	-	100.0	117	117
Operating payments	43	11	(35)	19	19	-	100.0	59	59
Venues and facilities	33	-	(33)	-	-	-	-	18	18

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Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Transfers and subsidies	-	41	-	41	41	-	100.0	74	74
Households	-	41	-	41	41	-	100.0	74	74
Social benefits	-	41	-	41	41	-	100.0	74	74
Total	26 599	-	(1 257)	25 342	24 170	1 172	95.4	27 336	27 336

Subprogramme: 2.1: ADMINISTRATION

Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	15 717	(29)	(1 257)	14 431	13 546	885	93.9	17 090	17 090
Compensation of employees	14 234	(1)	-	14 233	13 348	885	93.8	15 840	15 840
Goods and services	1 483	(28)	(1 257)	198	198	-	100.0	1 250	1 250
Transfers and subsidies	-	1	-	1	1	-	100.0	63	63
Households	-	1	-	1	1	-	100.0	63	63
Total	15 717	(28)	(1 257)	14 432	13 547	885	93.9	17 153	17 153

Subprogramme: 2.2: PLANNING

Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	10 882	(12)	-	10 870	10 583	287	97.4	10 172	10 172
Compensation of employees	10 379	(40)	-	10 339	10 052	287	97.2	9 663	9 663
Goods and services	503	28	-	531	531	-	100.0	509	509
Transfers and subsidies	-	40	-	40	40	-	100.0	11	11
Households	-	40	-	40	40	-	100.0	11	11
Total	10 882	28	-	10 910	10 623	287	97.4	10 183	10 183

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Programme 3: HOUSING DEVELOPMENT									
Subprogramme	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration	310 355	-	823	311 178	309 880	1 298	99.6	173 625	173 354
2. Financial Interventions	275 157	(70 098)	-	205 059	205 059	-	100.0	446 171	446 093
3. Incremental Interventions	1 651 206	70 098	-	1 721 304	1 681 225	40 079	97.7	1 858 358	1 858 358
4. Social and Rental Interventions	-	-	-	-	-	-	-	19 179	19 179
Total	2 236 718	-	823	2 237 541	2 196 164	41 377	98.2	2 497 333	2 496 984

Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	219 722	(73 869)	-	145 853	144 555	1 298	99.1	161 909	161 638
Compensation of employees	100 084	(9 198)	-	90 886	89 588	1 298	98.6	103 187	103 038
Salaries and wages	84 973	(6 538)	-	78 435	78 215	220	99.7	92 135	91 986
Social contributions	15 111	(2 660)	-	12 451	11 373	1 078	91.3	11 052	11 052
Goods and services	119 638	(64 671)	-	54 967	54 967	-	100.0	58 722	58 600
Administrative fees	84	(83)	-	1	1	-	100.0	38	38
Advertising	295	(295)	-	-	-	-	-	52	52
Audit costs: External	-	-	-	-	-	-	-	1 126	1 126
Catering: Departmental activities	182	(181)	-	1	1	-	100.0	88	88
Communication (G&S)	392	9	-	401	401	-	100.0	365	365
Computer services	69	137	-	206	206	-	100.0	97	97
Consultants: Business and advisory services	24 401	(23 459)	-	942	942	-	100.0	1 799	1 799
Infrastructure and planning services	30 052	(15 945)	-	14 107	14 107	-	100.0	10 980	10 980
Legal services	1 809	3 246	-	5 055	5 055	-	100.0	717	717
Contractors	480	(478)	-	2	2	-	100.0	2	2
Agency and support / outsourced services	2 938	(2 883)	-	55	55	-	100.0	-	-
Entertainment	24	(22)	-	2	2	-	100.0	7	7
Consumable supplies	116	(103)	-	13	13	-	100.0	32	32

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Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Consumable: Stationery, printing and office supplies	53	(53)	-	-	-	-	-	1	1
Operating leases	332	(136)	-	196	196	-	100.0	310	310
Property payments	53 223	(21 133)	-	32 090	32 090	-	100.0	38 429	38 429
Travel and subsistence	2 889	(1 328)	-	1 561	1 561	-	100.0	3 983	3 861
Training and development	877	(639)	-	238	238	-	100.0	477	477
Operating payments	399	(325)	-	74	74	-	100.0	209	209
Venues and facilities	1 000	(977)	-	23	23	-	100.0	10	10
Rental and hiring	23	(23)	-	-	-	-	-	-	-
Transfers and subsidies	2 016 996	73 869	823	2 091 688	2 051 609	40 079	98.1	2 333 309	2 333 231
Provinces and municipalities	47 333	3 857	1 080	52 270	52 270	-	100.0	85 099	85 099
Municipalities	47 333	3 857	1 080	52 270	52 270	-	100.0	85 099	85 099
Municipal bank accounts	47 333	3 857	1 080	52 270	52 270	-	100.0	85 099	85 099
Higher education institutions	400	-	-	400	400	-	100.0	400	400
Non-profit institutions	-	-	-	-	-	-	-	1 000	1 000
Households	1 969 263	70 012	(257)	2 039 018	1 998 939	40 079	98.0	2 246 810	2 246 732
Social benefits	-	204	-	204	204	-	100.0	1 335	1 335
Other transfers to households	1 969 263	69 808	(257)	2 038 814	1 998 735	40 079	98.0	2 245 475	2 245 397
Payment for financial assets	-	-	-	-	-	-	-	2 115	2 115
Total	2 236 718	-	823	2 237 541	2 196 164	41 377	98.2	2 497 333	2 496 984

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Subprogramme: 3.1: ADMINISTRATION									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	120 052	(1 598)	-	118 454	117 156	1 298	98.9	92 114	91 843
Compensation of employees	90 910	(24)	-	90 886	89 588	1 298	98.6	88 685	88 536
Goods and services	29 142	(1 574)	-	27 568	27 568	-	100.0	3 429	3 307
Transfers and subsidies	190 303	1 598	823	192 724	192 724	-	100.0	81 511	81 511
Provinces and municipalities	29 000	4 048	1 080	34 128	34 128	-	100.0	53 000	53 000
Households	161 303	(2 450)	(257)	158 596	158 596	-	100.0	28 511	28 511
Total	310 355	-	823	311 178	309 880	1 298	99.6	173 625	173 354

Subprogramme: 3.2: FINANCIAL INTERVENTIONS									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	76 645	(49 321)	-	27 324	27 324	-	100.0	57 306	57 306
Compensation of employees	9 174	(9 174)	-	-	-	-	-	14 502	14 502
Goods and services	67 471	(40 147)	-	27 324	27 324	-	100.0	42 804	42 804
Transfers and subsidies	198 512	(20 777)	-	177 735	177 735	-	100.0	386 750	386 672
Provinces and municipalities	18 333	(191)	-	18 142	18 142	-	100.0	31 977	31 977
Higher education institutions	400	-	-	400	400	-	100.0	400	400
Non-profit institutions	-	-	-	-	-	-	-	1 000	1 000
Households	179 779	(20 586)	-	159 193	159 193	-	100.0	353 373	353 295
Payment for financial	-	-	-	-	-	-	-	2 115	2 115
Total	275 157	(70 098)	-	205 059	205 059	-	100.0	446 171	446 093

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Subprogramme: 3.3: INCREMENTAL INTERVENTIONS

Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	23 025	(22 950)	-	75	75	-	100.0	12 489	12 489
Goods and services	23 025	(22 950)	-	75	75	-	100.0	12 489	12 489
Transfers and subsidies	1 628 181	93 048	-	1 721 229	1 681 150	40 079	97.7	1 845 869	1 845 869
Provinces and municipalities	-	-	-	-	-	-	-	122	122
Households	1 628 181	93 048	-	1 721 229	1 681 150	40 079	97.7	1 845 747	1 845 747
Total	1 651 206	70 098	-	1 721 304	1 681 225	40 079	97.7	1 858 358	1 858 358

Subprogramme: 3.4: SOCIAL AND RENTAL INTERVENTIONS

Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Transfers and subsidies	-	-	-	-	-	-	-	19 179	19 179
Households	-	-	-	-	-	-	-	19 179	19 179
Total	-	-	-	-	-	-	-	19 179	19 179

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Programme 4: HOUSING ASSET MANAGEMENT									
Subprogramme	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
1. Administration	25 889	(419)	-	25 470	24 560	910	96.4	26 731	26 731
2. Housing Properties Maintenance	10 144	419	257	10 820	10 820	-	100.0	9 914	9 914
Total	36 033	-	257	36 290	35 380	910	97.5	36 645	36 645

Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	34 978	(626)	-	34 352	33 442	910	97.4	33 851	33 851
Compensation of employees	24 605	(305)	-	24 300	23 575	725	97.0	24 278	24 278
Salaries and wages	21 036	(305)	-	20 731	20 221	510	97.5	21 085	21 085
Social contributions	3 569	-	-	3 569	3 354	215	94.0	3 193	3 193
Goods and services	10 373	(321)	-	10 052	9 867	185	98.2	9 573	9 573
Administrative fees	-	-	-	-	-	-	-	5	5
Advertising	-	245	-	245	245	-	100.0	64	64
Catering: Departmental activities	17	(17)	-	-	-	-	-	33	33
Communication (G&S)	40	(16)	-	24	24	-	100.0	36	36
Consultants: Business and advisory services	128	(113)	-	15	15	-	100.0	78	78
Infrastructure and planning services	-	-	-	-	-	-	-	1	1
Legal services	508	(95)	-	413	228	185	55.2	751	751
Contractors	36	(22)	-	14	14	-	100.0	-	-
Entertainment	2	(2)	-	-	-	-	-	1	1
Consumable supplies	62	(43)	-	19	19	-	100.0	35	35
Consumable: Stationery, printing and office supplies	32	(32)	-	-	-	-	-	2	2
Operating leases	72	(72)	-	-	-	-	-	49	49
Property payments	9 089	98	-	9 187	9 187	-	100.0	8 196	8 196
Travel and subsistence	286	(155)	-	131	131	-	100.0	223	223

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Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Training and development	-	2	-	2	2	-	100.0	37	37
Operating payments	66	(64)	-	2	2	-	100.0	62	62
Venues and facilities	32	(32)	-	-	-	-	-	-	-
Rental and hiring	3	(3)	-	-	-	-	-	-	-
Transfers and subsidies	1 055	626	257	1 938	1 938	-	100.0	2 794	2 794
Provinces and municipalities	1 055	321	257	1 633	1 633	-	100.0	1 718	1 718
Municipalities	1 055	321	257	1 633	1 633	-	100.0	1 718	1 718
Municipal bank accounts	1 055	321	257	1 633	1 633	-	100.0	1 718	1 718
Households	-	305	-	305	305	-	100.0	1 076	1 076
Social benefits	-	305	-	305	305	-	100.0	1 073	1 073
Other transfers to households	-	-	-	-	-	-	-	3	3
Total	36 033	-	257	36 290	35 380	910	97.5	36 645	36 645

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Subprogramme: 4.1: ADMINISTRATION									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	25 889	(724)	-	25 165	24 255	910	96.4	25 655	25 655
Compensation of employees	24 605	(305)	-	24 300	23 575	725	97.0	24 278	24 278
Goods and services	1 284	(419)	-	865	680	185	78.6	1 377	1 377
Transfers and subsidies	-	305	-	305	305	-	100.0	1 076	1 076
Households	-	305	-	305	305	-	100.0	1 076	1 076
Total	25 889	(419)	-	25 470	24 560	910	96.4	26 731	26 731

Subprogramme: 4.2: HOUSING PROPERTIES MAINTENANCE									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation R'000	Shifting of Funds R'000	Virement R'000	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Expenditure as % of final appropriation %	Final Appropriation R'000	Actual Expenditure R'000
Current payments	9 089	98	-	9 187	9 187	-	100.0	8 196	8 196
Goods and services	9 089	98	-	9 187	9 187	-	100.0	8 196	8 196
Transfers and subsidies	1 055	321	257	1 633	1 633	-	100.0	1 718	1 718
Provinces and municipalities	1 055	321	257	1 633	1 633	-	100.0	1 718	1 718
Total	10 144	419	257	10 820	10 820	-	100.0	9 914	9 914

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

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

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

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

3. Detail on payments for financial assets

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

4. Explanations of material variances from amounts voted (after virement):

4.1 Per programme

Per programme:	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Programme 1: Administration	127 614	124 893	2 721	2.1

Underspending on Compensation of Employees (COE) is due to the non-filling of posts due to uncertainty of future COE budget.

Per programme:	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Programme 2: Housing Needs, Research and Planning	25 342	24 170	1 172	4.6

Underspending on Compensation of Employees (COE) is due to the non-filling of posts due to uncertainty of future COE budget.

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Per programme:	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Programme 3: Housing Development	2 237 541	2 196 164	41 377	1.8

Underspending of R70.800 million on Households is due to the non-spending of the Provincial Emergency Housing Grant (PEHG) that was appropriated in February 2021. The delay in the spending of PEHG was further exacerbated by the outstanding planning approvals which the City of Cape Town is only expecting to receive in October 2021. The over expenditure of R 30.721 million is in respect of security spent on the Killarney Gardens land parcel owned by the department and claimed erroneously from City of Cape Town. PEHG funds were used for Human Settlement Development Grant (HSDG) however the amount is already irregular and investigation will be done in terms of irregular expenditure framework to confirm the further steps to be taken regarding the spending not in terms of that fund. Underspending on Compensation of Employees (COE) is due to the non-filling of posts due to uncertainty of future COE budget.

Per programme:	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Programme 4: Housing Asset Management	36 290	35 380	910	2.5

Underspending on Compensation of Employees (COE) is due to the non-filling of posts due to uncertainty of future COE budget. The savings on Goods and Services were mainly on Legal Services (R185 000). This was due to COVID-19 lockdown measures whereby State Attorney and Deeds office were closed.

4.2 Per economic classification

Per programme:	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Current expenditure				
Compensation of employees	237 431	231 515	5 916	2.5
Goods and services	85 291	85 106	185	0.2
Transfers and subsidies				
Households	2 042 664	2 002 585	40 079	1.9

Underspending on Compensation of Employees (COE) is due to the non-filling of posts due to uncertainty of future COE budget. The savings on Goods and Services is due to COVID - 19 lockdown measures. The delay in the spending of PEHG was further exacerbated by the outstanding planning approvals which the City of Cape Town is only expecting to receive in October 2021. The underspending of R 40.079 million is the net effect of an underspending of R 70.800 million in respect of the PEHG and the over expenditure of R 30.721 million for the Human Settlement Development Grant (HSDG) as disclosed above. PEHG funds were used for Human Settlement Development Grant (HSDG) however the amount is already irregular and investigation will be done in terms of irregular expenditure framework to confirm the further steps to be taken regarding the spending not in terms of that fund.

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4.3 Per conditional grant

Per programme:	Final Appropriation R'000	Actual Expenditure R'000	Variance R'000	Variance as a % of Final Appropriation %
Provincial Emergency Housing Grant	70 877	77	70 800	100
Human Settlement Development Grant	1 855 286	1 886 007	(30 721)	1.6

The delay in the spending of PEHG was further exacerbated by the outstanding planning approvals which the City of Cape Town is only expecting to receive in October 2021. The over expenditure of R 30.721 million is in respect of security spent on the Killarney Gardens land parcel owned by the department and claimed erroneously from City of Cape Town. PEHG funds were used for Human Settlement Development Grant (HSDG) however the amount is already irregular and investigation will be done in terms of irregular expenditure framework to confirm the further steps to be taken regarding the spending not in terms of that fund.

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	Note	2020/21 R'000	2019/20 R'000
REVENUE			
Annual appropriation	1	2 426 787	2 684 121
Departmental revenue	2	49 588	67 044
Aid assistance	3	-	551
TOTAL REVENUE		2 476 375	2 751 716
EXPENDITURE			
Current expenditure			
Compensation of employees	4	231 515	245 442
Goods and services	5	85 106	91 719
Aid assistance	3	-	120
Total current expenditure		316 621	337 281
Transfers and subsidies			
Transfers and subsidies	7	2 056 906	2 336 846
Total transfers and subsidies		2 056 906	2 336 846
Expenditure for capital assets			
Tangible assets	8	6 908	7 144
Intangible assets	8	-	620
Total expenditure for capital assets		6 908	7 764
Payments for financial assets	6	172	2 271
TOTAL EXPENDITURE		2 380 607	2 684 162
SURPLUS FOR THE YEAR		95 768	67 554
Reconciliation of Net Surplus/(Deficit) for the year			
Voted Funds		46 180	349
Annual appropriation		6 101	271
Conditional grants		40 079	78
Departmental revenue and PRF Receipts	13	49 588	67 044
Aid assistance	3	-	161
SURPLUS FOR THE YEAR		95 768	67 554

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Statement of Financial Position

for the year ended 31 March 2021

Annual Report for 2020/21 Financial Year
Vote 8: Department of Human Settlements
Western Cape Province

	Note	2020/21 R'000	2019/20 R'000
ASSETS			
Current Assets		256 702	195 520
Cash and cash equivalents	9	127 759	3 739
Prepayments and advances	10	8	129
Receivables	11	128 935	191 652
Non-Current Assets			
Receivables	11	2 379	2 299
TOTAL ASSETS		259 081	197 819
LIABILITIES			
Current Liabilities		188 793	74 392
Voted funds to be surrendered to the Revenue Fund	12	46 180	349
Departmental revenue and PRF Receipts to be surrendered to the Revenue Fund	13	2 811	1 196
Payables	14	139 493	72 538
Aid assistance unutilised	3	309	309
Non-Current Liabilities			
Payables	15	35 515	88 680
TOTAL LIABILITIES		224 308	163 072
NET ASSETS		34 773	34 747
Represented by:			
Recoverable revenue		34 773	34 747
TOTAL		34 773	34 747

Statement of Changes in Net Assets for the year ended 31 March 2021

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	2020/21 R'000	2019/20 R'000
NET ASSETS		
Recoverable revenue		
Opening balance	34 747	34 657
Transfers	26	90
Debts revised	-	(32)
Debts recovered (included in departmental receipts)	(84)	(78)
Debts raised	110	200
Closing balance	34 773	34 747

Included in the net asset amount are loans, sales, and rental debtors. The net amount of this, after provision for impairment, amounts to R5.965 million.

Cash Flow Statements

for the year ended 31 March 2021

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	Note	2020/21 R'000	2019/20 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		2 543 208	2 815 068
Annual appropriated funds received	1.1	2 426 787	2 684 121
Departmental revenue received	2	115 773	130 298
Interest received	2.2	648	98
Aid assistance received	3	-	551
Net (increase)/ decrease in working capital		129 793	(155 135)
Surrendered to Revenue Fund		(115 167)	(218 449)
Current payments		(316 621)	(337 281)
Payments for financial assets		(172)	(2 271)
Transfers and subsidies paid		(2 056 906)	(2 336 846)
Net cash flow available from operating activities	16	184 135	(234 914)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	8	(6 908)	(7 764)
Proceeds from sale of capital assets	2.3	12	8
Increase in non-current receivables		(80)	(97)
Net cash flows from investing activities		(6 976)	(7 853)
CASH FLOWS FROM FINANCING ACTIVITIES			
Increase in net assets		26	90
Increase in non-current payables		(53 165)	60 422
Net cash flows from financing activities		(53 139)	60 512
Net increase/ (decrease) in cash and cash equivalents		124 020	(182 255)
Cash and cash equivalents at beginning of period		3 739	185 994
Cash and cash equivalents at end of period	17	127 759	3 739

PART A: ACCOUNTING POLICIES

Summary of significant accounting policies

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

The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the annual financial statements. These are based on the best information available at the time of preparation. Where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the financial statements and to comply with the statutory requirements of the Public Finance Management Act (PFMA), Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA and the annual Division of Revenue Act.

1. Basis of preparation

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

2. Going concern

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

3. Presentation currency

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

4. Rounding

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

5. Foreign currency translation

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

6. Comparative information

6.1 Prior period comparative information

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

6.2 Current year comparison with budget

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

7. Revenue

7.1 Appropriated funds

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

Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective.

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

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

7.2 Departmental revenue

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

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

7.3 Accrued departmental revenue

Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when: it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and the amount of revenue can be measured reliably.

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

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

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

8. Expenditure

8.1 Compensation of employees

8.1.1 Salaries and wages

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

8.1.2 Social contributions

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

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

8.2 Other expenditure

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

8.3 Accruals and payables not recognised

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

8.4 Leases

8.4.1 Operating leases

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

The operating lease commitments are recorded in the notes to the financial statements. Operating lease payments received are recognised as departmental revenue.

8.4.2 Finance leases

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

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

Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of:

- cost, being the fair value of the asset; or
- the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest.

Finance lease payments received are recognised as departmental revenue.

Notes to the Annual Financial Statements for the year ended 31 March 2021

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9. Aid Assistance

9.1 Aid assistance received

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

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

9.2 Aid assistance paid

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

10. Cash and cash equivalents

Cash and cash equivalents are stated at cost in the statement of financial position. Bank overdrafts are shown separately on the face of the statement of financial position as a current liability.

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

11. Prepayments and advances

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

Prepayments and advances are initially and subsequently measured at cost.

12. Loans and receivables

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

13. Investments

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

14. Financial assets

14.1 Financial assets (not covered elsewhere)

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

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

14.2 Impairment of financial assets

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

15. Payables

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

16. Capital Assets

16.1 Immovable capital assets

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

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

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

16.2 Movable capital assets

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

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

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Movable capital assets are subsequently carried at cost and are not subject to depreciation or impairment.

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

16.3 Intangible assets

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

Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project.

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

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment.

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

16.4 Project Costs: Work-in-progress

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

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

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

17. Provisions and Contingents

17.1 Provisions

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

17.2 Contingent liabilities

Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control

of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.

17.3 Contingent assets

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

17.4 Capital commitments

Capital commitments are recorded at cost in the notes to the financial statements.

18. Unauthorised expenditure

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

- approved by Parliament or the Provincial Legislature with funding and the related funds are received; or
- approved by Parliament or the Provincial Legislature without funding and is written off against the appropriation in the statement of financial performance; or
- transferred to receivables for recovery.

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

19. Fruitless and wasteful expenditure

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

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

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

20. Irregular expenditure

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

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

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

21. Changes in accounting estimates and errors

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

22. Events after the reporting date

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

23. Principal-Agent arrangements

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

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

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

24. Departures from the MCS requirements

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

25. Capitalisation reserve

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

26. Recoverable revenue

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

27. Related party transactions

Related party transactions within the Minister/MEC's portfolio are recorded in the notes to the financial statements when the transaction is not at arm's length.

The number of individuals and the full compensation of key management personnel is recorded in the notes to the financial statements.

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

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

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

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

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

29. Public-Private Partnerships

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

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

30. Employee benefits

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

31. Transfers of functions

Transfers of functions are accounted for by the acquirer by recognising or recording assets acquired and liabilities assumed at their carrying amounts at the date of transfer.

Notes to the Annual Financial Statements for the year ended 31 March 2021

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Transfers of functions are accounted for by the transferor by derecognising or removing assets and liabilities at their carrying amounts at the date of transfer.

32. Mergers

Mergers are accounted for by the combined department by recognising or recording assets acquired and liabilities assumed at their carrying amounts at the date of the merger.

Mergers are accounted for by the combining departments by derecognising or removing assets and liabilities at their carrying amounts at the date of the merger.

Notes to the Annual Financial Statements for the year ended 31 March 2021

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PART B: EXPLANATORY NOTES

1. Appropriation

1.1 Annual Appropriation

Programmes	2020/21			2019/20		
	Final Appropriation R'000	Actual Funds Received R'000	Funds not requested/ not received R'000	Final Appropriation R'000	Appropriation Received R'000	Funds not requested/ not received R'000
Administration	127 437	127 437	-	122 807	122 807	-
Housing Needs, Research and Planning	26 599	26 599	-	27 336	27 336	-
Housing Development	2 236 718	2 236 718	-	2 497 333	2 497 333	-
Housing Asset Management	36 033	36 033	-	36 645	36 645	-
Total	2 426 787	2 426 787	-	2 684 121	2 684 121	-

All appropriated funds were requested and received.

1.2 Conditional grants

	Note	2020/21 R'000	2019/20 R'000
Total grants received	31	1 928 894	2 326 694

The Conditional Grants received consist of the Human Settlement Development Grant R1.855 286 billion; Title Deeds Restoration Grant R200 000, Provincial Emergency Housing Grant R70.877 million and the Expanded Public Works Programme Integrated Grant for Provinces R2.531 million.

Notes to the Annual Financial Statements for the year ended 31 March 2021

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2. Departmental Revenue

	Note	2020/21 R'000	2019/20 R'000
Sales of goods and services other than capital assets	2.1	82	119
Interest, dividends and rent on land	2.2	2 870	98
Sales of capital assets	2.3	12	8
Transactions in financial assets and liabilities	2.4	113 469	130 179
Total revenue collected		116 433	130 404
Less: Own revenue included in appropriation	13	66 845	63 360
Departmental revenue collected		49 588	67 044

The over-collection of Departmental revenue is mainly due to sale of FLISP units R29.274 million and unspent funds R28.572 received from the Municipalities.

2.1 Sales of goods and services other than capital assets

Sales of goods and services produced by the department	2	80	116
Administrative fees		-	28
Other sales		80	88
Sales of scrap, waste and other used current goods		2	3
Total		82	119

Other sales include Commission on insurance and garnishee orders administered via PERSAL R68 000, Sale of minor assets R3 000 and Sale of tender documents R9 000.

2.2 Interest, dividends and rent on land

Interest	2	648	98
Rent on land		2 222	-
Total		2 870	98

Included in the amount of interest is R78 000 in respect of Departmental debt and R570 000 in respect of various PHP projects. The amount of R2.222 million received for Rent on Land is in respect of occupational rent for the selling of Finance Linked Individual Subsidy Program (FLISP) houses.

2.3 Sales of capital assets

Tangible assets	2		
Machinery and equipment	27.2	12	8
Total		12	8

The amount received was for the sale of scrap machinery and equipment.

Notes to the Annual Financial Statements for the year ended 31 March 2021

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	Note	2020/21 R'000	2019/20 R'000
2.4 Transactions in financial assets and liabilities	2		
Loans and advances		7 464	12 014
Other Receipts including Recoverable Revenue		106 005	118 165
Total		113 469	130 179

Included in the receipts for Loans and advances is an amount of R7.458 million in respect of Western Cape Housing Development Fund debtors. Other receipts include Recoverable Revenue that consists of sale of FLISP units R29.274 million, refunds from the City of Cape Town for closed community projects R4.508 million, Refund of unspent funds from Municipalities R28.572 million and Eskom rebates of R29.592 million.

3. Aid Assistance

Opening Balance	309	148
Transferred from statement of financial performance	-	161
Closing Balance	309	309

Unspent amount will be transferred to Provincial Revenue Fund for future use. Approval has been granted by the Department of Public Service and Administration (DPSA) to utilise the R309 000 in respect of the Global Positioning System (GPS) project to fund Departmental projects with similar objectives.

3.1 Analysis of balance by source	3		
Aid assistance from other sources (DPSA)		309	309
Closing Balance		309	309
3.2 Analysis of balance	3		
Aid assistance unutilised		309	309
Closing balance		309	309
3.3 Aid assistance expenditure per economic classification	3		
Current		-	120
Capital		-	270
Total aid assistance expenditure		-	390

Notes to the Annual Financial Statements for the year ended 31 March 2021

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4. Compensation of employees

4.1 Salaries and wages

	Note	2020/21 R'000	2019/20 R'000
Basic salary	4	164 995	169 915
Performance award		-	1 323
Service Based		10 875	11 109
Compensative/circumstantial		2 831	6 660
Periodic payments		2 450	6 218
Other non-pensionable allowances		20 831	21 597
Total		201 982	216 822

4.2 Social contributions

Employer contributions

	4		
Pension		19 062	19 024
Medical		10 321	9 438
Bargaining council		47	44
Insurance		103	114
Total		29 533	28 620

Total compensation of employees

Average number of employees		466	472
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Compensation of Employees (COE) decreases by 6% (R13 927 million) is due to the non-filling of posts due to uncertainty of future COE budget.

Notes to the Annual Financial Statements for the year ended 31 March 2021

Annual Report for 2020/21 Financial Year
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5. Goods and services

	Note	2020/21 R'000	2019/20 R'000
Administrative fees		12	170
Advertising		1 329	679
Minor assets	5.1	460	282
Bursaries (employees)		696	808
Catering		30	280
Communication		1 551	1 304
Computer services	5.2	2 741	3 561
Consultants: Business and advisory services		2 554	2 115
Infrastructure and planning services		14 107	11 069
Legal services		5 283	1 468
Contractors		54	503
Agency and support / outsourced services		55	-
Entertainment		13	32
Audit cost - external	5.3	7 298	6 784
Fleet services		1 786	3 365
Consumables	5.4	815	1 381
Operating leases		1 331	1 641
Property payments	5.5	41 290	46 645
Rental and hiring		12	35
Travel and subsistence	5.6	2 694	6 959
Venues and facilities		30	273
Training and development		435	1 020
Other operating expenditure	5.7	530	1 345
Total		85 106	91 719

The reduced spending on the following items: Administrative Fees especially Travel Agency Fees, Contractors, Travel and subsistence, Venues and facilities, Training and development and Other operating expenditure were caused by Covid-19 lockdown measures. The increase in spending on Advertising is due to increase in promotion and other methods and mediums of advertising during Covid-19 as well as more tenders advertised for housing projects. The increase in legal services costs relates to amounts paid for legal advice in respect of housing related matters and conveyancing fees in respect of FLISP housing projects.

5.1 Minor assets

5

Tangible assets

Machinery and equipment	460	282
Total	460	282

R253 000 was spent on computer equipment and R207 000 was spent on other machinery and equipment. Increase in machinery and equipment is mainly due to the purchase of office furniture.

Notes to the Annual Financial Statements for the year ended 31 March 2021

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	Note	2020/21 R'000	2019/20 R'000
5.2 Computer services	5		
SITA computer services		1 676	1 805
External computer service providers		1 065	1 756
Total		2 741	3 561
5.3 Audit cost – external	5		
Regularity audits		7 298	6 784
Total		7 298	6 784

The increase in the Audit cost relates to services rendered in the previous financial year (2019/20) that were only paid in the current financial year (2020/21).

5.4 Consumables	5		
Consumable supplies		305	384
Uniform and clothing		1	5
Household supplies		85	112
IT consumables		42	125
Other consumables		177	142
Stationery, printing and office supplies		510	997
Total		815	1 381

Other consumables include medical supplies R125 000, materials and supplies R24 000, bags and accessories R20 000, fuel supplies R4 000, gifts and awards R3 000, security access consumables R1 000. The reduced spending was caused by Covid-19 lockdown measures. Included in consumables is COVID-19 related expenditure amounting to R148 000 (2019/20: R26 000).

5.5 Property Payments	5		
Municipal services		16 896	10 602
Property management fees		300	72
Property maintenance and repairs		4 391	4 532
Other		19 703	31 439
Total		41 290	46 645

Included in Other are deeds searches R1.502 million and safeguard and security R18.201 million. The increase of Municipal Services is mainly due to accelerate the finalisation of the municipal accounts to promote ownership. The reduced spending on deeds searches R1.502 million (2019/20: R2.896 million) were caused by Covid-19 lockdown measures and safeguard and security R18.201 million (2019/20: R28.543 million) were caused by capitalisation of security costs in respect of housing related projects.

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	Note	2020/21 R'000	2019/20 R'000
5.6 Travel and subsistence	5		
Local		2 631	6 421
Foreign		63	538
Total		2 694	6 959

The decrease in Travel and subsistence was due to Covid-19 lockdown measures.

5.7 Other operating expenditure	5		
Other		530	1 345
Total		530	1 345

Included in Other are printing and publication services R529 000, and laundry services R1 000. The reduced spending was caused by Covid-19 lockdown measures. Utilising of digital platforms became predominantly the communication mechanism resulting in less printing of documents.

6. Payments for financial assets			
Other material losses written off	6.1	160	154
Debts written off	6.2	12	2 117
Total		172	2 271

6.1 Other material losses written off			
Nature of losses	6		
Loss of machinery and equipment		152	14
Government Vehicle and vehicle accessories damage		8	40
Local government		-	100
Total		160	154

Losses of machinery and equipment mainly consist of computer equipment written off.

6.2 Debts written off	6		
Nature of debts written off			
Salary related		12	-
Private enterprises: Account Administrators: People's Housing Projects		-	2 114
Private enterprise: FNB		-	1
ECG: Department of Human settlements		-	2
Total		12	2 117

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7. Transfers and Subsidies

	Note	2020/21 R'000	2019/20 R'000
Provinces and municipalities	32	53 903	86 817
Departmental agencies and accounts	Annex 1B	18	6
Higher education institutions	Annex 1C	400	400
Non-profit institutions	Annex 1D	-	1 000
Households	Annex 1E	2 002 585	2 248 623
Total		2 056 906	2 336 846

Included in the amount of R53.903 million transferred to Provinces and municipalities is R29 million relating to the Provincial contribution towards the acceleration of housing delivery grant (2019/20: R53 million); as well as R10.116 million in respect of Accreditation assistance (2019/20: R17.464 million); as well as R14.787 million for Rates and taxes (2019/20: R14.853 million). The reduced spending on Households is due to the budget reduction of the Human Settlement Development Grant by R52.262 million and the Title Deeds Restoration Grant by R67.752 due to reprioritisation of Conditional Grants at National level to fund Covid-19 related expenditure. Accumulatively of all transfers and subsidies, R217.118 million was unspent at municipalities as at 31 March 2021 (2019/20: R327.565 million).

8. Expenditure for capital assets

Tangible assets			
Machinery and equipment	27	6 908	7 144
Intangible assets			
Software	28	-	620
Total		6 908	7 764

8.1 Analysis of funds utilised to acquire capital assets - 2020/21

		Voted Funds R'000	Aid assistance R'000	TOTAL R'000
Tangible assets	8			
Machinery and equipment		6 908	-	6 908
Total		6 908	-	6 908

8.2 Analysis of funds utilised to acquire capital assets - 2019/20

		Voted Funds R'000	Aid assistance R'000	TOTAL R'000
Tangible assets	8			
Machinery and equipment		6 874	270	7 144
Intangible assets				
Software		620	-	620
Total		7 494	270	7 764

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8.3 Finance lease expenditure included in Expenditure for capital assets

	Note	2020/21 R'000	2019/20 R'000
Tangible assets	8		
Machinery and equipment		4 491	4 520
Total		4 491	4 520

The finance lease expenditure consists of daily tariffs paid in respect of GG-vehicles allocated to the Department by Government Motor Transport (GMT) R4.421 million and finance leases for other machinery and equipment, ie. 3G cards and cellular phones R70 000.

9. Cash and cash equivalents

Consolidated Paymaster General Account	17	127 759	3 739
Total		127 759	3 739

The increase is due to City of Cape Town refunding the department for the expenditure incurred on their behalf.

10. Prepayments and advances

Travel and subsistence	8	129
Total	8	129

11. Receivables

	Note	2020/21			2019/20		
		Current R'000	Non- current R'000	Total R'000	Current R'000	Non- current R'000	Total R'000
Claims recoverable	11.1	88 403	2 357	90 760	190 963	2 292	193 255
Recoverable expenditure	11.2	36 487	-	36 487	682	-	682
Staff debt	11.3	11	22	33	7	7	14
Other receivables	11.4	4 034	-	4 034	-	-	-
Total		128 935	2 379	131 314	191 652	2 299	193 951

The decrease in receivables is due to amount received from City of Cape Town (CoCT) in respect of projects implemented on their behalf in 2019/20.

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	Note	2020/21 R'000	2019/20 R'000
11.1 Claims recoverable	11		
National departments		4 910	4 910
Provincial departments		-	41
Public entities		23 903	23 903
Private enterprises		3 502	3 429
Households and non-profit institutions		115	145
Local governments		58 330	160 827
Total		90 760	193 255

Included in claims recoverable (National departments) is R4.910 million owed by the Department of Military Veterans in respect of houses built for Military Veterans. Public entities are in respect of R23.903 million owed by Thubelisha Homes. The amount for Private enterprises mainly relate to fraudulent use of PHP subsidies which were held in trust by Account Administrators. The amount for Households and non-profit institutions relates to out of service staff debt. Included in Local governments are City of Cape Town R56.288 million, Beaufort West Municipality R1.915 million and Bitou Municipality R127 000.

11.2 Recoverable expenditure (disallowance accounts)	11		
Disallowance damages and losses		36 486	682
Disallowance Miscellaneous		1	-
Total		36 487	682

The disallowance damages and losses include R 7 000 in respect of GG-vehicle damages, losses of computer and other equipment totaling R 544 000, which are under investigation to determine responsibility as well as R 35.935 million for security costs in respect of City of Cape Town's housing projects. Request was received from other organs of state, the department erroneously allowed other organs of state to also make use of this contract, without following the prescribed procurement requirements. The expenditure incurred to service provider will be recovered from the state of organ.

11.3 Staff debt	11		
Study bursaries and Salary related debt		33	14
Total		33	14

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

11.4 Other receivables	11		
City of Cape Town		4 034	-
Total		4 034	-

Other receivables relate to an amount paid to City of Cape Town (CoCT) during Covid-19 lockdown towards outstanding municipal debt to ensure positive cashflow while disputed accounts are being investigated. The agreement between the Department and CoCT was to reconcile the amount paid with outstanding debt and credits to be refunded to the Department.

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	Note	2020/21 R'000	2019/20 R'000
11.5 Impairment of receivables	11		
Estimate of impairment of receivables		28 066	28 072
Total		28 066	28 072

The impairment of receivables was assessed at balance sheet date. The test for impairment was done per individual debtor, as well as different classes of debtors. Further consideration was given to all outstanding accounts on which there were little or no movement for more than 1 year. Debtors who have never paid have also been provided for. Included in impairment figure is public entities R23.903 million, Private enterprises which relates to the fraudulent use of PHP subsidies which were held in trust by Account Administrators R3.519 million, recoverable expenditure R551 000 as per the disallowance: damages and losses account and out of service staff debt R93 000.

12. Voted Funds to be surrendered to the Revenue Fund			
Opening balance		349	88 950
Transfer from statement of financial performance		46 180	349
Paid during the year		(349)	(88 950)
Closing balance		46 180	349

13. Departmental revenue and PRF Receipts to be surrendered to the Revenue Fund			
Opening balance		1 196	291
Transfer from Statement of Financial Performance		49 588	67 044
Own revenue included in appropriation		66 845	63 360
Paid during the year		(114 818)	(129 499)
Closing balance		2 811	1 196

14. Payables - current			
Advances received	14.1	139 430	72 450
Clearing accounts	14.2	63	87
Other payables	14.3	-	1
Total		139 493	72 538

Advances received are in respect of Urban Settlement Development Grant (USDG) funds received from the City of Cape Town (CoCT) for the provision of bulk infrastructure by the Department. Payables current: Advances received (R132.669 million 2019/20) amount has been restated to R72.450 million. This was due to the misinterpretation of Modified Cash Standard (MCS) in respect classification of USDG transactions: current vs non-current payables.

14.1 Advances received	14		
Local Government: CoCT	Annex 6	139 430	72 450
Total		139 430	72 450

14.2 Clearing accounts	14		
Salary clearing accounts		63	87
Total		63	87

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	Note	2020/21 R'000	2019/20 R'000
14.3 Other payables	14		
ECG: Department of Education		-	1
Total		-	1

15. Payables – non-current

	Note	One to two years R'000	Two to three years R'000	More than three years R'000	2020/21 Total R'000	2019/20 Total R'000
Advances received	15.1	35 515	-	-	35 515	88 680
Total		35 515	-	-	35 515	88 680

Payables non-current: Advances received (R28.461 million 2019/20) amount has been restated to R88.680 million. This was due to the reclassification of USDG transactions from current payables to non-current payables. This was due to the misinterpretation of Modified Cash Standard (MCS) in respect of USDG transactions: current vs non-current payables.

15.1 Advances received	15		
Local Government: CoCT	Annex 6	35 515	88 680
Total		35 515	88 680

16. Net cash flow available from operating activities

Net surplus/(deficit) as per Statement of Financial Performance		95 768	67 554
Add back non cash/cash movements not deemed operating activities		88 367	(302 468)
(Increase)/decrease in receivables	11	62 717	(159 717)
(Increase)/decrease in prepayments and advances	10	121	(20)
Increase/(decrease) in payables – current	14	66 955	4 602
Proceeds from sale of capital assets	2	(12)	(8)
Expenditure on capital assets	8	6 908	7 764
Surrenders to Revenue Fund	12 & 13	(115 167)	(218 449)
Own revenue included in appropriation	2	66 845	63 360
Net cash flow generated by operating activities		184 135	(234 914)

17. Reconciliation of cash and cash equivalents for cash flow purposes

Consolidated Paymaster General account	9	127 759	3 739
Total		127 759	3 739

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18. Contingent liabilities and contingent assets

18.1 Contingent liabilities

Liable to	Nature	Note	2020/21 R'000	2019/20 R'000
Claims against the department	Breach of contract	Annex 2	22 000	-
Total			22 000	-

The claim against the department is in respect of Sobambisana Community Developments (PTY) LTD (SCD) claim for damages (R22 million) which relates to breach of Memorandum of Agreement (MOA). SCD claim was submitted against DHS during 2018/19, the matter has been dealt with in the high court and had not yet been settled as at year end. Other contingent liabilities in respect of Hawston Sea Farms (2019/20 R87.158 million) amount has been restated to R0. Hawston Sea Farms contingent liability have been reclassified as a provision as settlement agreed but not yet settled. The Labour Appeal Court (LAC) declared the salary increases for the 2020/2021 financial year unlawful and invalid. The LAC ruling has been appealed and referred to the Constitutional Court. The ruling by the Constitutional Court will confirm if the department will be obligated to pay the salary increases in dispute. The amount cannot be reliably estimated.

18.2 Contingent assets

Nature of contingent asset		
PILIR cases	33	42
FIU investigation: Recovery of money paid to Trafalgar high school	120	120
Erf 6225, Delft - G&S Yon	47	47
Alleged irregularities by estate agent & conveyancer iro. Housing Subsidy Programme	93	93
Total	293	302

The amount of R33 000 for PILIR cases is in respect of 7 cases declined as at 31 March 2021. The Province is currently investigating several PILIR cases and therefore the Department is unable to reliably measure the value of the PILIR cases. The Department can also not reliably measure the contingent asset of the Government Employees Housing Scheme of the Individually Linked Savings Facility (ILSF), resulting from resignations and termination of service.

19. Capital commitments

Machinery and equipment	441	639
Total	441	639

The decrease is due to an adhoc refresh of digital equipment in 2019/20 and not received timeously.

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20. Accruals and payables not recognised

20.1 Accruals

Listed by economic classification	30 days	30+ days	2020/21 R'000 Total	2019/20 R'000 Total
Goods and services	4 911	19	4 930	15 931
Transfers and subsidies	133 052	1 062	134 114	173 524
Other	414	-	414	-
Total	138 377	1 081	139 458	189 455

Listed by programme level	2020/21 R'000	2019/20 R'000
Programme 1: Administration	1 404	1 892
Programme 2: Housing needs, research and planning	73	999
Programme 3: Housing development	135 987	174 571
Programme 4: Housing asset management,	1 994	11 993
Total	139 458	189 455

Other mainly consists of remuneration in respect of Rental Housing Tribunal members. The decrease in accruals is due to efficiency measures put in place to ensure that claims are received and paid timeously.

20.2 Payables not recognised

Listed by economic classification	30 days	30+ days	2020/21 R'000 Total	2019/20 R'000 Total
Goods and services	1 523	-	1 523	4 501
Transfers and subsidies	52 573	4 193	56 766	152 898
Total	54 096	4 193	58 289	157 399

Listed by programme level	2020/21 R'000	2019/20 R'000
Programme 1: Administration	367	1 275
Programme 2: Housing needs, research and planning	3	1 331
Programme 3: Housing development	57 876	154 163
Programme 4: Housing asset management, Property management	43	630
Total	58 289	157 399

The decrease in payables is due to efficiency measures put in place to ensure that claims are received and paid timeously.

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21. Employee benefits

	2020/21 R'000	2019/20 R'000
Leave entitlement	10 254	5 833
Service bonus	5 354	5 288
Performance awards	-	1 228
Capped leave	4 113	4 345
Other	2 171	654
Total	21 892	17 348

Included in the amount of R10.254 million for Leave entitlement are leave credit balances amounting to R257 000. No provision will be made for performance bonuses in terms of Medium-Term Expenditure Framework Budget Allocation. Other include accrued compensation of employees R335 000, provision for long service cash awards R312 000, as well as provision for employer liability in respect of early retirement R1.524 million due in 2021/2022. At this stage the department is unable to reliably measure the long-term portion of the long service awards.

22. Lease commitments

22.1 Operating leases

	Specialised military assets R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
2020/21					
Not later than 1 year	-	-	-	1 141	1 141
Later than 1 year and not later than 5 years	-	-	-	1 390	1 390
Total lease commitments	-	-	-	2 531	2 531

	Specialised military assets R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
2019/20					
Not later than 1 year	-	-	-	1 017	1 017
Later than 1 year and not later than 5 years	-	-	-	777	777
Total lease commitments	-	-	-	1 794	1 794

The operating leases relate to photocopy machines. The increase is due to the replacement of machinery. No assets are sub-leased.

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22.2 Finance leases

	Specialised military assets R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
2020/21					
Not later than 1 year	-	-	-	4 759	4 759
Later than 1 year and not later than 5 years	-	-	-	6 420	6 420
Total lease commitments	-	-	-	11 179	11 179

	Specialised military assets R'000	Land R'000	Buildings and other fixed structures R'000	Machinery and equipment R'000	Total R'000
2019/20					
Not later than 1 year	-	-	-	4 372	4 372
Later than 1 year and not later than 5 years	-	-	-	4 756	4 756
Total lease commitments	-	-	-	9 128	9 128

Included in the 2020/21 figures are finance lease commitments for GG vehicles amounting to R11.154 million. The Department leased 62 vehicles from GMT during 2020/21 (62 vehicles: 2019/20). No assets are sub-leased. Daily tariffs are payable on a monthly basis, covering the operational costs, capital costs of replacement of vehicles, and the implicit finance costs in this type of arrangement.

23. Accrued departmental revenue

	2020/21 R'000	2019/20 R'000
Transactions in financial assets and liabilities	22 173	22 787
Total	22 173	22 787

23.1 Analysis of accrued departmental revenue

Opening balance	22 787	22 115
Less: Amounts received	(4 032)	(3 802)
Add: Amounts recognised	3 450	5 957
Less: Amounts written-off/reversed as irrecoverable	(32)	(1 483)
Closing balance	22 173	22 787

Included in the total amount of R22.173 million for accrued departmental revenue are fraudulent subsidies previously allocated to non-qualifying beneficiaries which are being recovered by the Special Investigating Unit (SIU). To date a total amount of R13.842 million (including interest of R4.899 million) was claimed by the SIU, of which R7.964 million was received by the Department. The total amount outstanding as recorded by the SIU is R4.987 million. Included in this amount (R4.987 million) are credit balances to the value of R1.096 million. Also included in the amount of R22.173 million is accrued departmental revenue of R16.362 million in respect of rental debtors.

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23.2 Accrued department revenue written off

	2020/21 R'000	2019/20 R'000
Nature of losses		
Irrecoverable rental income written off	32	1 483
Total	32	1 483

23.3 Impairment of accrued departmental revenue

Estimate of impairment of accrued departmental revenue	15 582	14 411
Total	15 582	14 411

The test for impairment was done per individual debtor, as well as per the different classes of debtors. Further consideration was given to all outstanding accounts on which there was little or no movement for more than 120 days. Debtors that have never paid have also been provided for. The impairment figure includes the impairment of the rental debtors R9.665 million and the impairment of the SIU debtors R5.917 million.

24. Irregular expenditure

24.1 Reconciliation of irregular expenditure

	2020/21 R'000	2019/20 R'000
Opening balance	268 434	3 278
Add: Irregular expenditure - relating to prior year	8 411	135 071
Add: Irregular expenditure - relating to current year	276 141	130 085
Less: Prior year amounts condoned	(5 505)	-
Less: Amounts recoverable (current and prior year)	(82 806)	-
Closing balance	464 675	268 434
Analysis of closing balance		
Current year	196 241	130 085
Prior years	268 434	138 349
Total	464 675	268 434

A submission to apply for condonation was submitted to the Provincial Treasury on 24 November 2020 in respect of the irregular expenditure (R135.071 million and R127.457 million) as disclosed in the 2019/20 financial statements that was due to non-compliance to TR 16A.3.2 (a). The Department is still awaiting finalisation from PT regarding this matter. Further investigation was conducted by the Department and established that there were more payments in respect of Professional Service Providers (PSP) contracts that were still valid that did not comply with TR 16A.3.2 (a) which lead to additional irregular expenditure to the amount of R89.097 million for the 2020/21 financial year. Although the framework agreements have lapsed, the Department is still liable to pay the PSP's' already appointed for work being done in respect of the previous PSP framework. It is anticipated that these contracts will come to an end in the 2023/24 financial year as the appointments are in respect of multi-year projects.

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24.2 Details of current and prior year irregular expenditure – added current year (under determination and investigation)

Incident	Disciplinary steps taken/criminal proceedings	2020/21 R'000
Relating to prior years: Non-compliance to Treasury Regulations (TR) 16A.3.2 (a). Specifications in its nature restricted other potential suppliers to respond to the tender invitation as the specifications stated that bidders that do not have an office in the Western Cape will not be considered for tender. The specifications were drafted in a biased manner as it did not allow all potential suppliers to offer their services.	Finding raised during 2019/20	89 095
Awards made to suppliers whose tax matters have not been declared to be in order by SARS.	No disciplinary steps or criminal proceedings will take place. The incident was due to insufficient control measures.	1 036
Payments to Security Company were irregular because security services were not for the department's properties. Services delivered falls outside the scope of the contract entered between the department and Security Company.	Identified by the Auditor-General and will be investigated to determine if any disciplinary steps and recovery will be required.	189 061
Due to the replacement of the initial contractor and the urgency of the services required, resulted in the department not applying the applicable Construction Industry Development Board (CIDB) requirements.	Finding raised during audit 2020/21	5 360
Total		284 552

24.3 Details of irregular expenditure condoned

Incident	Condoned by (relevant authority)	2020/21 R'000
Payments to the supplier were irregular because the supplier commenced work without a valid contract with the DoHS.	Provincial Treasury	3 278
Award made to a restricted supplier. The department extended their contract with Comwezi Security Services who at the date of award of the extension was listed on National Treasury's (NT) database of restricted suppliers.	Provincial Treasury	2 227
Total		5 505

24.4 Details of irregular expenditure recoverable (not condoned)

Incident	2020/21 R'000
Payments to Security Company were irregular because security services were not for the department's properties. Services delivered falls outside the scope of the contract entered between the department and Security Company.	82 405
Human Settlements Development Grant (HSDG) not utilised for the intended purpose (Nyanga KTC 3 Housing Project). Monies paid for bulk infrastructure on behalf of the City of Cape Town which should have been paid from the Urban Settlement Development Grant and not the HSDG.	401
Total	82 806

Claims were instated against City of Cape Town and the outstanding amounts were subsequently recovered.

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24.5 Details of irregular expenditure under assessment (not included in the main note)

Incident	2020/21 R'000
Payments to the supplier were irregular because the supplier commenced work without a valid contract with the Department (KPMG report).	18 375
Total	18 375

25. Related party transactions

The Department occupies a building free of charge managed by the Department of Transport and Public Works. Parking space is also provided to government officials at an approved fee that is not market related.

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

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

The Department has one unlisted public entity under its control, i.e. Western Cape Housing Development Fund. There were no transactions between the Department and the Western Cape Housing Development Fund as all transactions relating to the Western Cape Housing Development Fund are accounted for in the books of the Department.

The Department makes use of government motor vehicles managed by Government Motor Transport (GMT) based on tariffs approved by the Department of Provincial Treasury. The Department received Security Advisory Services and Security Operations, as well as access control data from the Department of Community Safety in the Western Cape.

26. Key management personnel

	No. of Individuals	2020/21 R'000	2019/20 R'000
Political office bearers	1	1 978	1 982
Management	4	5 693	6 040
Total		7 671	8 022

Key management personnel are officials who have authority and responsibility for planning, directing and controlling the activities of the department. Management includes all officials on salary level 14 and above. The amount for political office bearers is for the MEC of the Department.

27. Provisions

	2020/21 R'000	2019/20 R'000
Retention retained: Housing projects	69 877	60 920
Hawston Sea Farms	1 670	1 670
Total	71 547	62 590

Retention amount retained is in respect of Departmental projects. Provision retained (R 0.00, 2019/20) amount has been restated to R 60.920 million. This was due to the misinterpretation of Modified Cash Standard (MCS) in respect of retention disclosure.

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27.1 Reconciliation of movement in provisions

	2020/21			2019/20		
	Retention retained R'000	Hawston Sea Farms R'000	TOTAL R'000	Retention retained R'000	Hawston Sea Farms R'000	TOTAL R'000
Opening balance	60 920	1 670	62 590	46 360	1 670	48 030
Increase in provision	25 988	-	25 988	25 706	-	25 706
Settlement of provision	(17 031)	-	(17 031)	(11 146)	-	(11 146)
Closing balance	69 877	1 670	71 547	60 920	1 670	62 590

Retention fees are calculated by using the actual retention amount withheld, in terms of Departmental Housing Projects built, from the contractors as per the progress payment certificates paid to contractors on the milestones achieved. The retention amount is further limited to the contract value as stated in the retention clause. The retention fees are paid out to contractors at the completion of a contract. The uncertainty arises due to the timing of when the amount will be paid over to the contractors. The timing depends on when the project will be satisfactorily completed and signed off as such. Due to outside circumstances, it cannot always be reliably determined when these amounts will be paid out.

The amount of R1.670 million is in respect of the matter Hawston Sea Farms Foundation v. the Premier and MEC of the Department. Hawston Sea Farms Foundation submitted a claim against DHS during 2006/2007 which relates to breach of contract. The matter has been dealt with in the high court and have not yet been settled as at year end.

28. Non-adjusting events after reporting date

Nature of event	2020/21 R'000
Raubex remittal application to cover losses for the period that contract was delayed by the department.	4 400
Total	4 400

The case evidence became available about a contingent liability that existed after reporting date 31 March 2021 but before financial statements are authorised. The matter has not been finalised and will be set to be heard in the High Court.

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29. Movable Tangible Capital Assets

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Opening balance R'000	Value adjustments R'000	Additions R'000	Disposals R'000	Closing balance R'000
MACHINERY AND EQUIPMENT	17 547	-	2 417	(901)	19 063
Transport assets	31	-	-	-	31
Computer equipment	12 047	-	2 131	(848)	13 330
Furniture and office equipment	2 519	-	55	(53)	2 521
Other machinery and equipment	2 950	-	231	-	3 181
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	17 547	-	2 417	(901)	19 063

There are 1289 movable tangible capital assets on the Department's asset register. Information on GG Vehicle Finance lease assets for the current and comparative years are disclosed in an annexure to the AFS.

Movable Tangible Capital Assets under investigation

	Number	Value R'000
Included in the above total of the movable tangible capital assets per the asset register are assets that are under investigation:		
Machinery and equipment	154	1 679

These assets mainly consist of computer equipment that could not be verified due to it being stolen or lost. The cases are being investigated to determine responsibility and enhancement of control measures. The book value of assets under investigation is nil.

29.1 Additions

ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Cash R'000	Non-cash R'000	(Capital work-in- progress current costs and finance lease payments) R'000	Received current, not paid (Paid current year received, prior year) R'000	Total R'000
MACHINERY AND EQUIPMENT	6 908	-	(4 491)	-	2 417
Transport assets	4 421	-	(4 421)	-	-
Computer equipment	2 131	-	-	-	2 131
Furniture and office equipment	55	-	-	-	55
Other machinery and equipment	301	-	(70)	-	231
TOTAL ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS	6 908	-	(4 491)	-	2 417

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29.2 Disposals

DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Sold for cash R'000	Non-cash disposal R'000	Total disposals R'000	Cash received Actual R'000
MACHINERY AND EQUIPMENT	795	106	901	12
Computer equipment	742	106	848	11
Furniture and office equipment	53	-	53	1
TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS	795	106	901	12

29.3 Movement for 2019/20

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening balance R'000	Prior period error R'000	Additions R'000	Disposals R'000	Closing balance R'000
MACHINERY AND EQUIPMENT	16 160	-	2 373	(986)	17 547
Transport assets	31	-	-	-	31
Computer equipment	10 960	-	1 767	(680)	12 047
Furniture and office equipment	2 628	-	149	(258)	2 519
Other machinery and equipment	2 541	-	457	(48)	2 950
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	16 160	-	2 373	(986)	17 547

Total number of intangible asset (54) was erroneously included to the total number of movable tangible capital assets in the prior year narrative for movable tangible assets. The narrative has now been corrected to reflect 1268 movable tangible assets (narrative 2019/20: 1320 amended to 1268).

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29.4 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Opening balance	-	4	-	7 405	-	7 409
Additions	-	-	-	468	-	468
Disposals	-	-	-	(129)	-	(129)
TOTAL MINOR ASSETS	-	4	-	7 744	-	7 748

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Number of minor assets at cost	-	-	-	4 285	-	4 285
TOTAL NUMBER OF MINOR ASSETS	-	-	-	4 285	-	4 285

Minor Capital Assets under investigation

	Number	Value R'000
Machinery and equipment	16	37

These assets mainly consist of computer equipment that could not be verified due to it being stolen or lost. The cases are being investigated to determine responsibility and enhancement of control measures. The book value of assets under investigation is nil.

Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Opening balance	-	4	-	7 287	-	7 291
Prior period error				3		3
Additions	-	-	-	322	-	322
Disposals	-	-	-	(207)	-	(207)
TOTAL MINOR ASSETS	-	4	-	7 405	-	7 409

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Number of minor assets at cost	-	-	-	4 149	-	4 149
TOTAL NUMBER OF MINOR ASSETS	-	-	-	4 149	-	4 149

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	Note	2019/20 R'000
Prior period error		
Nature of prior period error		
Relating prior to 2019/20	27.4	
Asset category corrections:		
Asset data correction: Machinery and equipment		3
Total		3

The prior period errors in respect of assets were mostly due to asset category corrections.

29.5 Movable assets written off

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2021

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	-	-	-	1 030	-	1 030
TOTAL MOVABLE ASSETS WRITTEN OFF	-	-	-	1 030	-	1 030

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2020

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	-	-	-	1 193	-	1 193
TOTAL MOVABLE ASSETS WRITTEN OFF	-	-	-	1 193	-	1 193

The amount written off is for redundant machinery and equipment amounting to R901 000 and redundant minor assets amounting to R129 000.

30. Intangible Capital Assets

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Opening balance R'000	Value adjustments R'000	Additions R'000	Disposals R'000	Closing balance R'000
SOFTWARE	1 134	-	-	-	1 134
TOTAL INTANGIBLE CAPITAL ASSETS	1 134	-	-	-	1 134

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30.1 Movement for 2019/20

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening balance R'000	Value adjustments R'000	Additions R'000	Disposals R'000	Closing balance R'000
SOFTWARE	514	-	620	-	1 134
TOTAL INTANGIBLE CAPITAL ASSETS	514	-	620	-	1 134

31. Principal-agent arrangements

31.1 Department acting as the principal

	2020/21 R'000	2019/20 R'000
SA Post Office (Commission paid to SA Post Office for collecting housing debt on behalf of the Department)	24	37
Total	24	37

Although there is a principal/agent relationship between the Department and the Municipalities, no agency fees are paid to municipalities. There are no cost implications should the principal-agent arrangements be terminated and no resources are under the custodianship of the agents. The agents make use of their own resources.

31.2 Department acting as the agent

Reconciliation of funds and disbursements – 2020/21

Category of revenue/expenditure per arrangement	Total funds received R'000	Expenditure incurred against funds R'000
City of Cape Town (bulk infrastructure)	420 768	276 930
Total	420 768	276 930

Reconciliation of funds and disbursements – 2019/20

Category of revenue/expenditure per arrangement	Total funds received R'000	Expenditure incurred against funds R'000
City of Cape Town (bulk infrastructure)	461 599	348 866
Total	461 599	348 866

The above amounts represent funds received from the City of Cape Town (CoCT) (principal) and expenses incurred on their behalf for the construction of bulk infrastructure for the 2020/21 financial year. The infrastructure will be handed over to the CoCT on satisfactory completion as thereof. There is no risk associated with the relationship. There were no changes that occurred during the reporting period in respect of the terms and conditions of the arrangement. The accumulative balance of funds received from the City of Cape Town as at 31 March 2021 is R143.838 million (2019/20: R112.733 million).

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31.3 Reconciliation of carrying amount of receivables and payables – 2020/21

Payables

Name of entity	Opening balance R'000	Funds received R'000	Cash paid on behalf of principal R'000	Closing balance R'000
City of Cape Town (bulk infrastructure)	112 733	308 035	276 930	143 838
Total	112 733	308 035	276 930	143 838

Reconciliation of carrying amount of receivables and payables – 2019/20

Payables

Name of entity	Opening balance R'000	Funds received R'000	Cash paid on behalf of principal R'000	Closing balance R'000
City of Cape Town (bulk infrastructure)	96 070	365 529	348 866	112 733
Total	96 070	365 529	348 866	112 733

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32. Prior period errors

32.1 Correction of prior period errors

	Note	Amount before error correction R'000	2019/20 Prior period error R'000	Restated amount R'000
Assets				
Movement in movable tangible capital assets				
Movement in movable tangible capital assets	27.3	32	(1)	31
Opening balance				
Movement in minor assets				
Machinery and equipment	27.4	7 406	3	7 409
Net effect		7 438	2	7 440

The prior period errors in respect of assets are due to asset category, price and data corrections (movable tangible assets).

Liabilities

Payables-current

Payables-current: Advances received	14	132 669	(60 219)	72 450
Advances received: Other institutions	14.1	132 669	(60 219)	72 450

Payables-non-current

Payables-non-current: Advances received	15	28 461	60 219	88 680
Advances received: Other institutions	15.1	28 461	60 219	88 680
Contingent liabilities	18.1	87 158	(87 158)	-
Provision: Retention retained	27	-	60 920	60 920
Provision: Hawston Sea Farms	27	-	1 670	1 670

Net effect

409 418 (24 568) 384 850

Advances received are in respect of Urban Settlement Development Grant (USDG) funds received from the City of Cape Town (CoCT) for the provision of bulk infrastructure by the Department. Payables current and non-current: Advances received as well as provision for retention retained amounts has been restated. This was due to the misinterpretation of Modified Cash Standard (MCS). Contingent liabilities in respect of Hawston Sea Farms have been reclassified as a provision as settlement agreed but not yet settled.

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33. Statement of Conditional Grants received

NAME OF GRANT	GRANT ALLOCATION					SPENT				2019/20	
	Division of Revenue Act/Provincial Grants R'000	Roll Overs R'000	DORA Adjustments R'000	Other Adjustments R'000	Total Available R'000	Amount received by department R'000	Amount spent by department R'000	Under / (over)spending R'000	% of available funds spent by department	Act Division of Revenue R'000	Amount spent by department R'000
Human Settlement Development Grant	1 907 551	-	(52 265)	-	1 855 286	1 855 286	1 886 007	(30 721)	102	2 172 110	2 172 110
Expanded Public Works Programme Integrated Grant for Provinces	2 531	-	-	-	2 531	2 531	2 531	-	100	2 986	2 986
Title Deeds Restoration Grant	67 952	-	(67 752)	-	200	200	200	-	100	64 410	64 410
Provincial Emergency Housing Grant	-	77	70 800	-	70 877	70 877	77	70 800	-	87 188	87 110
Total	1 978 034	77	(49 217)	-	1 928 894	1 928 894	1 888 815	40 079		2 326 694	2 326 616

It is certified that, in terms of DORA, that all transfers in terms of the Act were deposited in the primary bank account of the Western Cape Government.

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34. Statement of Conditional Grants and other transfers to municipalities

NAME OF MUNICIPALITY	2020/21					2019/20		
	GRANT ALLOCATION					TRANSFER		
	Division of Revenue Act and Other transfers R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Funds Withheld R'000	Re-allocations by National Treasury or National Department R'000	Division of Revenue Act and Other transfers R'000
Departmental transfers to Municipalities:								
Accreditation Assistance grant:								
Municipality: City of Cape Town	7 500	-	-	7 500	7 500	-	-	15 000
Municipality: Swartland	238	-	-	238	238	-	-	224
Municipality: Witzenberg	238	-	-	238	238	-	-	224
Municipality: Drakenstein	238	-	-	238	238	-	-	224
Municipality: Stellenbosch	238	-	-	238	238	-	-	224
Municipality: Breede Valley	475	-	-	475	475	-	-	448
Municipality: Cape Agulhas	238	-	-	238	238	-	-	224
Municipality: Mosselbay	238	-	-	238	238	-	-	224
Municipality: George	475	-	-	475	475	-	-	448
Municipality: Beaufort West	238	-	-	238	238	-	-	224
Settlement Assistance grant:								
Municipality: City of Cape Town	-	-	-	-	-	-	-	1 500
Provincial contribution towards the Acceleration of housing delivery:								
Municipality: Oudtshoorn	-	-	-	-	-	-	-	4 000
Municipality: Saldanha Bay	-	-	10 000	10 000	10 000	-	-	13 000
Municipality: Theewaterskloof	-	-	-	-	-	-	-	1 000
Municipality: Mosselbay	-	-	-	-	-	-	-	25 000
Municipality: George	-	-	-	-	-	-	-	10 000

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NAME OF MUNICIPALITY	2020/21						2019/20	
	GRANT ALLOCATION			TRANSFER			Division of Revenue Act and Other transfers R'000	Actual Transfer R'000
	Division of Revenue Act and Other transfers R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Funds Withheld R'000	Re-allocations by National Treasury or National Department R'000	
Municipality: Cape Agulhas	10 000	-	-	10 000	10 000	-	-	-
Municipality: Hessequa	-	-	9 000	9 000	9 000	-	-	-
Municipal rates and taxes:								
Municipality: City of Cape Town	9 272	-	4 926	14 198	14 198	-	-	14 142
Municipality: Matzikama	-	-	9	9	9	-	-	11
Municipality: Saldanha Bay	-	-	94	94	94	-	-	83
Municipality: Swartland	-	-	3	3	3	-	-	13
Municipality: Drakenstein	-	-	103	103	103	-	-	156
Municipality: Stellenbosch	-	-	156	156	156	-	-	158
Municipality: Breede Valley	-	-	128	128	128	-	-	228
Municipality: Swellendam	-	-	7	7	7	-	-	7
Municipality: Hessequa	-	-	5	5	5	-	-	5
Municipality: George	-	-	71	71	71	-	-	50
Municipality: Mosselbay	-	-	13	13	13	-	-	-
Total	29 388	-	24 515	53 903	53 903	-	-	86 817

The adjustments in respect of the municipal rates and taxes were due to the final shifts and virements as per the Appropriation Statements. It is certified that the transfers were paid into the primary bank account of the Municipalities.

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35. BROAD BASED BLACK ECONOMIC EMPOWERMENT PERFORMANCE

Information on compliance with the B-BBEE Act is included in the annual report under the section titled B-BBEE Compliance Performance Information.

36. COVID 19 RESPONSE EXPENDITURE

	2020/21 R'000	2019/20 R'000
Goods and services	148	26
Total	148	26

Good and Services consists of Consumables Supplies: Medical supplies R124 000, Washing and cleaning detergents R22 000 as well as sanitiser wipes R 2 000.

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ANNEXURE 1A STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS PAID TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER			SPENT				2019/20	
	Division of Revenue Act and Other transfers R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Funds Withheld R'000	Re-allocations by National Treasury or National Department R'000	Amount received by Municipality R'000	Amount spent by municipality R'000	Unspent funds R'000	% of available funds spent by municipality %	Division of Revenue Act and Other transfers R'000	Actual Transfer R'000
Departmental transfers to municipalities:													
Accreditation assistance grant:													
Municipality: City of Cape Town	7 500	-	-	7 500	7 500	-	-	7 500	4 506	2 994	60	15 000	15 000
Municipality: Swartland	238	-	-	238	238	-	-	238	153	85	64	224	224
Municipality: Witzenberg	238	-	-	238	238	-	-	238	238	-	100	224	224
Municipality: Drakenstein	238	-	-	238	238	-	-	238	-	238	-	224	224
Municipality: Stellenbosch	238	-	-	238	238	-	-	238	-	238	-	224	224
Municipality: Breede Valley	475	-	-	475	475	-	-	475	366	109	77	448	448
Municipality: Cape Agulhas	238	-	-	238	238	-	-	238	238	-	100	224	224
Municipality: Mosselbay	238	-	-	238	238	-	-	238	238	-	100	224	224
Municipality: George	475	-	-	475	475	-	-	475	475	-	100	448	448
Municipality: Beaufort West	238	-	-	238	238	-	-	238	225	13	95	224	224
Settlement assistance grant:													
Municipality: City of Cape Town	-	-	-	-	-	-	-	-	-	-	-	1 500	1 500
Provincial contribution towards the acceleration of housing delivery grant:													
Municipality: Oudtshoorn	-	-	-	-	-	-	-	-	-	-	-	4 000	4 000
Municipality: Theewaterskloof	-	-	-	-	-	-	-	-	-	-	-	1 000	1 000
Municipality: Mosselbay	-	-	-	-	-	-	-	-	-	-	-	25 000	25 000
Municipality: George	-	-	-	-	-	-	-	-	-	-	-	10 000	10 000
Municipality: Saldanha Bay	-	-	10 000	10 000	10 000	-	-	10 000	-	10 000	-	13 000	13 000
Municipality: Cape Agulhas	10 000	-	-	10 000	10 000	-	-	10 000	-	10 000	-	-	-

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NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER			SPENT				2019/20	
	Act and Other transfers R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Funds Withheld R'000	Re-allocations by National Treasury or National Department R'000	Amount received by Municipality R'000	Amount spent by municipality R'000	Unspent funds R'000	% of available funds spent by municipality %	Division of Revenue Act and Other transfers R'000	Actual Transfer R'000
Municipality: Hessequa	-	-	9 000	9 000	9 000	-	-	9 000	830	8 170	9	-	-
Other transfers to Municipalities:													
Municipal rates and taxes:													
Municipality: City of Cape Town	9 272	-	4 926	14 198	14 198	-	-	14 198	14 198	-	100	14 142	14 142
Municipality: Matzikama	-	-	9	9	9	-	-	9	9	-	100	11	11
Municipality: Saldanha Bay	-	-	94	94	94	-	-	94	94	-	100	83	83
Municipality: Swartland	-	-	3	3	3	-	-	3	3	-	100	13	13
Municipality: Drakenstein	-	-	103	103	103	-	-	103	103	-	100	156	156
Municipality: Stellenbosch	-	-	156	156	156	-	-	156	156	-	100	158	158
Municipality: Breede Valley	-	-	128	128	128	-	-	128	128	-	100	228	228
Municipality: Swellendam	-	-	7	7	7	-	-	7	7	-	100	7	7
Municipality: Hessequa	-	-	5	5	5	-	-	5	5	-	100	5	5
Municipality: George	-	-	71	71	71	-	-	71	71	-	100	50	50
Municipality: Mosselbay	-	-	13	13	13	-	-	13	13	-	100	-	-
Total	29 388	-	24 515	53 903	53 903	-	-	53 903	22 056	31 847		86 817	86 817

It is certified that the transfers were paid into the primary banking accounts of the municipalities.

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ANNEXURE 1B

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/AGENCY/ ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2019/20
	Adjusted appropriation R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available funds %	Final Appropriation R'000
SABC (TV licences)	7	-	11	18	18	100	6
Total	7	-	11	18	18		6

ANNEXURE 1C

STATEMENT OF TRANSFERS TO HIGHER EDUCATION INSTITUTIONS

NAME OF HIGHER EDUCATION INSTITUTION	TRANSFER ALLOCATION				TRANSFER			2019/20
	Adjusted appropriation R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	Amount not transferred R'000	% of Available funds transferred	Final Appropriation R'000
Stellenbosch University	400	-	-	400	400	-	100	400
Total	400	-	-	400	400	-		400

ANNEXURE 1D

STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS

DEPARTMENT/AGENCY/ ACCOUNT	TRANSFER ALLOCATION				EXPENDITURE		2019/20
	Adjusted appropriation R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available funds %	Final Appropriation R'000
Cape Craft and Design Institute	-	-	-	-	-		1 000
Total	-	-	-	-	-		1 000

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ANNEXURE 1E

STATEMENT OF TRANSFERS TO HOUSEHOLDS

DEPARTMENT/AGENCY/ ACCOUNT	TRANSFER ALLOCATION				EXPENDITURE		2019/20
	Adjusted appropriation R'000	Roll Overs R'000	Adjustments R'000	Total Available R'000	Actual Transfer R'000	% of Available funds transferred %	Appropriation Act R'000
Transfers							
Employee social benefits - leave gratuity	257	-	336	593	593	100	1 813
Post retirement benefits	-	-	147	147	147	100	132
Injury on duty	-	-	77	77	77	100	134
Act of Grace Payment	-	-	-	-	-	-	22
Early Retirement Pension Penalty	3 022	-	11	3 033	3 033	100	1 141
Gifts and donations	-	-	-	-	-	-	41
Subtotal	3 279	-	571	3 850	3 850		3 283
Subsidies							
Human Settlement Development Grant	1 736 883	-	72 537	1 809 420	1 840 141	102	2 069 820
Expanded Public Works Programme Integrated Grant for Provinces	2 531	-	(181)	2 350	2 350	100	2 747
Title Deeds Restoration Grant	200	-	(75)	125	125	100	61 256
Provincial Emergency Housing Grant	-	77	70 800	70 877	77	-	87 039
Provincial contribution towards the acceleration of housing delivery grant	158 772	-	(2 730)	156 042	156 042	100	24 556
Subtotal	1 898 386	77	140 351	2 038 814	1 998 735		2 245 418
Total	1 901 665	77	140 922	2 042 664	2 002 585		2 248 701

Underspending of R70.800 million on Households is due to the non-spending of the Provincial Emergency Housing Grant (PEHG) that was appropriated in February 2021. The delay in the spending of PEHG was further exacerbated by the outstanding planning approvals which the City of Cape Town is only expecting to receive in October 2021. The over expenditure of R 30.721 million is in respect of security spent on the Killarney Gardens land parcel owned by the department and claimed erroneously from City of Cape Town.

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ANNEXURE 1F

STATEMENT OF AID ASSISTANCE RECEIVED

NAME OF DONOR	PURPOSE	OPENING BALANCE R'000	REVENUE R'000	EXPENDITURE R'000	PAID BACK ON/BY 31 MARCH 2021 R'000	CLOSING BALANCE R'000
Received in cash						
The Department of Public Service and Administration (DPSA)	Global positioning system (GPS)	309	-	-	-	309
Total		309	-	-	-	309

Unspent amount will be transferred to Provincial Revenue Fund for future use. Approval has been granted by the Department of Public Service and Administration (DPSA) to utilise the R309 000 in respect of the Global Positioning System (GPS) project to fund Departmental projects with similar objectives.

ANNEXURE 1G

STATEMENT OF GIFTS, DONATIONS AND PAYMENTS MADE AS AN ACT OF GRACE

NATURE OF GIFT, DONATION OR SPONSORSHIP	2020/21 R'000	2019/20 R'000
Made in kind		
Sympathy flowers and fruit baskets	3	13
Act of Grace Payment	-	22
Donation for Homewise youth competition	-	37
Act of Grace	-	3
Total	3	75

ANNEXURE 2

STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2021

NATURE OF LIABILITY	Opening balance 1 April 2020 R'000	Liabilities incurred during the year R'000	Liabilities paid/ cancelled/ reduced during the year R'000	Liabilities recoverable (Provide details hereunder) R'000	Closing balance 31 March 2021 R'000
Sobambisana Community Development (PTY) Ltd (SCD)	-	22 000	-	-	22 000
Total	-	22 000	-	-	22 000

The claim against the department is in respect of Sobambisana Community Developments (PTY) LTD (SCD) claim for damages (R22 million) which relates to breach of Memorandum of Agreement (MOA). SCD claim was submitted against DHS during 2018/19, the matter has been dealt with in the high court and have not yet been settled as at year end.

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ANNEXURE 3 CLAIMS RECOVERABLE

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at year end 2020/21	
	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	Receipt date up to six (6) working days after year end	Amount R'000
DEPARTMENTS								
WCG: Department of Health	-	41	-	-	-	41		-
Department of Military Veterans	-		4 910	4 910	4 910	4 910		-
Subtotal	-	41	4 910	4 910	4 910	4 951		-
OTHER GOVERNMENT ENTITIES								
Thubelisha Homes	-	-	23 903	23 903	23 903	23 903		-
City of Cape Town	-	-	120 761	158 785	120 761	158 785		-
Beaufort West Municipality	-	-	1 915	1 915	1 915	1 915		-
Bitou Municipality	-	-	127	127	127	127		-
Subtotal	-	-	146 706	184 730	146 706	184 730		-
Total	-	41	151 616	189 640	151 616	189 681		-

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ANNEXURE 4 INTER-GOVERNMENTAL PAYABLES

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		Total		Cash in transit at year end 2020/21	
	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	Payment date up to six (6) working days before year end	Amount R'000
DEPARTMENTS								
Current								
WCG: Department of the Premier	-	-	41	-	41	-	-	-
Subtotal	-	-	41	-	41	-	-	-
Current								
Municipality: Beaufort West	-	-	-	461	-	461	-	-
Municipality: Knysna	-	-	-	6 304	-	6 304	-	-
Municipality: Cederberg	-	-	-	2 099	-	2 099	-	-
Municipality: Cape Agulhas	-	-	-	2 209	-	2 209	-	-
Municipality: City of Cape Town	-	-	8	44	8	44	-	-
Municipality: Overstrand	-	-	-	8 127	-	8 127	-	-
Municipality: Drakenstein	-	-	3	-	3	-	-	-
Municipality: Swartland	-	-	-	1 700	-	1 700	-	-
Municipality: Witzenberg	-	-	-	4 653	-	4 653	-	-
Municipality: Langeberg	-	-	84	4 193	84	4 193	-	-
Municipality: Mossel Bay	-	-	2	13 061	2	13 061	-	-
Office of the Auditor- General	-	-	-	959	-	959	-	-
Housing Development Agency	-	-	-	3 000	-	3 000	-	-
SITA	-	-	104	120	104	120	-	-
South African Broadcasting Corporation	-	-	-	3	-	3	-	-
Subtotal	-	-	201	46 933	201	46 933	-	-
Total	-	-	242	46 933	242	46 933	-	-

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ANNEXURE 5

	2020/21		2019/20	
	Immovable Assets pre-1994 R'000	TOTAL R'000	Immovable Assets pre-1994 R'000	TOTAL R'000
INVENTORIES FOR THE YEAR ENDED 31 MARCH 2021				
Inventories				
Opening balance	1 766 791	1 766 791	1 547 603	1 547 603
(Less): Disposals	(79 929)	(79 929)	(170 325)	(170 325)
Add/(Less): Adjustments	(36 748)	(36 748)	389 513	389 513
Closing balance	1 650 115	1 650 115	1 766 791	1 766 791

The inventory reflected above is the immovable assets that was transferred in the 2016/2017 financial year from the Western Cape Housing Development Fund (WCHDF) due to an audit finding by Auditor General of South Africa (AGSA). These properties represent pre-1994 properties that are destined for transfer to beneficiaries. The WCHDF is now a dormant unlisted public entity. This balance excludes the Department's inventory for infrastructure/housing projects financed from the Human Settlement Development Grant. The devaluation in the current year is because of one of the larger properties (Sandrift) being devalued by the City of Cape Town in the current financial year. The large increase in value adjustments (2019/20) reflects a general valuation held by the City of Cape Town Municipality where 95% of Department's properties are situated in this metro, hence the increase in R389.513 million.

ANNEXURE 6

INTER-ENTITY ADVANCES RECEIVED (Note 14 and Note 15)

ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		Total	
	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000	31/03/2021 R'000	31/03/2020 R'000
OTHER INSTITUTIONS						
Current						
City of Cape Town (USDG funds for bulk services)	-	-	139 430	72 450	139 430	72 450
Subtotal	-	-	139 430	72 450	139 430	72 450
Non-Current						
City of Cape Town (USDG funds for bulk services)	-	-	35 515	88 680	35 515	88 680
Subtotal	-	-	35 515	88 680	35 515	88 680
TOTAL	-	-	174 945	161 130	174 945	161 130
Current	-	-	139 430	72 450	139 430	72 450
Non-current	-	-	35 515	88 680	35 515	88 680

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Annexures to the Annual Financial Statements for the year ended 31 March 2021

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ANNEXURE 7

TRANSPORT ASSETS AS PER FINANCE LEASE REGISTER

	2020/21 R'000	2019/20 R'000
MOVABLE TANGIBLE CAPITAL ASSETS		
Opening balance	12 202	12 948
Additions	2 234	241
Disposals	(835)	(987)
Closing balance	13 601	12 202

The Department of Human Settlements utilised 62 Government motor vehicles during the period ended 31 March 2021, and 62 Government motor vehicles during the previous financial year ended 31 March 2020. The motor vehicles are leased under a finance agreement unique to the Western Cape Government and the annexure aims to improve the minimum reporting requirements as per the Modified Cash Standard.

ANNEXURE 8

DEPARTMENT OF HUMAN SETTLEMENTS HOUSING RELATED EXPENDITURE CLASSIFICATION

	2020/21 R'000
Inventories	
Human Settlement Redev Prog H/H	858 177
Subtotal	858 177
Transfers and subsidies	
Human Settlement Redev Prog H/H	981 964
Subtotal	981 964
Total	1 840 141

Individual items recorded on the Housing Subsidy database and spread over various programmes and projects.

ANNEXURE 9

COVID 19 RESPONSE EXPENDITURE

	2020/21					2019/20
EXPENDITURE PER ECONOMIC CLASSIFICATION	Q1 R'000	Q2 R'000	Q3 R'000	Q4 R'000	TOTAL R'000	TOTAL R'000
Goods services						
Consumable supplies	-	31	61	56	148	26
Total Covid 19 Response Expenditure	-	31	61	56	148	26

Included in Consumables supplies are medical supplies R124 000, washing and cleaning detergents R22 000 as well as sanitiser wipes R 2 000.

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ANNEXURE 10

IRREGULAR EXPENDITURE ANNEXURE TO THE AFS AS AT 31 MARCH 2021

Description	Stage of completion	No. of cases	Total
Alleged irregular expenditure - identified by Institution (A)	Stage 1	-	-
Current year occurrences		1	89 095
Prior year occurrences		-	-
Alleged irregular expenditure - identified by Auditors (B)	Stage 1	-	-
Current year occurrences		3	187 046
Prior year occurrences		3	276 845
Total Alleged irregular expenditure			552 986
Total confirmed irregular expenditure	Stage 2		464 675
IE - no losses incurred	Stage 3		-
IE - resulted in losses	Stage 3		-
IE - determination in-progress	Stage 3		-
IE - recovered	Stage 5		82 806
IE - irrecoverable and written-off	Stage 5		-
IE - referred to PFS for further investigation	Stage 4		-
IE - referred to HRF for disciplinary process	Stage 6		-
IE - referred for condonation	Stage 7		-
IE - Condoned			5 505
IE - not condoned and removed by AO/AA			-

A submission to apply for condonation was submitted to the Provincial Treasury on 24 November 2020 in respect of the irregular expenditure (R135.071 million and R127.457 million) as disclosed in the 2019/20 financial statements that was due to non-compliance to TR 16A.3.2 (a). The Department is still awaiting finalisation from PT regarding this matter. Further investigation was conducted by the Department and established that there were more payments in respect of Professional Service Providers (PSP) contracts that were still valid that did not comply with TR 16A.3.2 (a) which lead to additional irregular expenditure to the amount of R89,095 million for the 2020/21 financial year. Although the framework agreements have lapsed, the Department is still liable to pay the PSP's' already appointed for work being done in respect of the previous PSP framework. It is anticipated that these contracts will come to an end in the 2023/24 financial year as the appointments are in respect of multi-year projects.

Notes:

Irregular expenditure” means expenditure, other than unauthorised expenditure, incurred in contravention of or that that is not in accordance with a requirement of any applicable legislation, including-

- (a) this Act; or
- (b) the State Tender Board Act, 1968 (Act No. 86 of 1968), or any regulations made in terms of that Act; or
- (c) any provincial legislation providing for procurement procedures in that provincial government;
 - Stage 1 - Discovery
 - Stage 2 - Assessment
 - Stage 3 - Determination
 - Stage 4 - Investigation
 - Stage 5 - Recovery of Losses
 - Stage 6 - Disciplinary
 - Stage 7 - Condonement/Removal



Part F: Annexures



ANNEXURE A - List of Contractors City of Cape Town Projects

HSS No	Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W19020007	City of Cape Town Paymnt Tranche	Various Contractors	N/A	N/A	50 000 000.00	-	-	-
W13090004/1	EHP: Fire kits	Various Contractors	N/A	N/A	40 050 491.82	-	-	-
W14060006/1	EHP: Mfuleni: Bosasa	Various Contractors	N/A	N/A	51 569 893.14	-	-	-
W16100003/1	EHP: Philippi: Sweet Homes	Various Contractors	N/A	N/A	2 542 610.00	-	-	-
W15040005/1	EHP: WolwerivierErffio15	Various Contractors	N/A	N/A	4 539 000.00	-	-	-
W14070003/1	EHP: Sir Lowrys Pass	Various Contractors	N/A	N/A	1 164 459.24	-	-	-
W95050002/1	NHBRC	Various Contractors	N/A	N/A	6 844 845.89	-	-	-
W12080006	PHP: Atlantis: Masiphumelele	Various Contractors	N/A	N/A	111 123.00	-	-	-
W170800043/1	PHP: Bardale Luncedo	Sbu Leno Construction	Level 1	100.00%	1 125 339.00	1 125 339.00	-	-
W170800072/1	PHP: Bardale Sakhikhaya	Various Contractors	N/A	N/A	76 960.00	-	-	-
W17120004/1	PHP: Bardale Wolanani	Mambamba Construction	Level 1	100.00%	1 990 896.00	1 990 896.00	1 990 896.00	-
W16060009/1	PHP: Bardale: Silakhe	Vondo	Level 1	100.00%	491 980.00	491 980.00	-	-
W13110001/2	PHP: Khayelitsha: Khululeka	Lawula Projects	Level 1	100.00%	684 984.00	684 984.00	171 246.00	-
W180300009/1	PHP: Khayelitsha: Nobantu	XM Sompuku	Level 1	100.00%	376 683.00	376 683.00	376 683.00	-
W180400022/1	PHP: Khayelitsha: Senzeni	Xesibe Construction	Level 1	100.00%	2 385 659.00	2 385 659.00	-	-
W17120005/1	PHP: Khayelitsha: Zakhele	Mambamba Construction	Level 1	100.00%	1 132 218.00	1 132 218.00	1 132 218.00	-
W180500002/1	PHP: Khayelitsha: Sikhululekile	Asande Civil Construction	Level 1	100.00%	1 104 777.00	1 104 777.00	-	-
W160500004/1	PHP: Komm: Masiphumelele	Lawula Projects	Level 1	100.00%	762 707.91	762 707.91	190 676.98	-
W160600003/1	PHP: Manenberg: The Downs	Melon Housing	Level 3	90.00%	8 796 063.00	7 916 456.70	-	-
W150600002/1	PHP: Mfuleni: Bardale 1	Nokhanya Services	Level 2	95.00%	1 854 965.00	1 762 216.75	898 730.54	-

HSS No	Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W16060009/1	PHP: Mfuleni: Silakhe	Vondo	Level 1	100.00%	3 080 093.00	3 080 093.00	-	-
W19100002/1	PHP: Stown: Dido Valley	Vondo	Level 1	100.00%	5 819 314.00	5 819 314.00	-	-
W13100001/1	PHP: Wallace: Intsika	Usango Construction	Level 1	100.00%	947 136.00	947 136.00	-	-
W16060007/2	PHP: Wallace: Masiphatisane	New Africa Construction	Level 1	100.00%	1 771 854.00	1 771 854.00	-	-
W15090003/1	PHP: Wallace: Sekunjalo	VHP Construction	Level 2	100.00%	1 803 779.00	1 803 779.00	-	-
W16060007/1	PHP: Wallace: Masiphatisane 6	Lawula Projects	Level 1	100.00%	885 927.00	885 927.00	221 481.75	-
W18080006/1	PHP: Wallace: Masizakhele Ph6	Lawula Projects	Level 1	100.00%	1 004 488.00	1 004 488.00	251 122.00	-
W15090003/1	PHP: Wallace: Sekunjalo	VHP Construction	Level 2	95.00%	768 000.00	729 600.00	-	-
W17030021/2	PHP: Wallace: Sisonke 2	Masiqhame Trading	Level 1	100.00%	100 640.00	100 640.00	100 640.00	-
W17030021/1	PHP: Wallace: Sisonke 2	Masiqhame Trading	Level 1	100.00%	1 549 301.00	1 549 301.00	1 549 301.00	-
W17090011/1	PHP: Wallacedene 4	Mambamba Construction	Level 1	100.00%	3 142 050.00	3 142 050.00	3 142 050.00	-
W15090005/1	PHP: Khayelitsha: Masakhe	Chapani	Level 1	100.00%	241 832.00	241 832.00	241 832.00	-
W17080071/2	PHP: Wallace: Nomzabalazo 5	Lawula Projects	Level 1	100.00%	502 728.00	502 728.00	125 682.00	-
W16010001/1	SOC: Glenhaven	Devmark Construction	N/A	N/A	12 177 952.00	-	-	-
Sub-Total Expenditure					211 400 749.00	-	-	-
W15090007	PHP: TNT: Philippi: Nompumelelo	Masiqhame Trading	Level 1	100.00%	325 848.50	325 848.50	325 848.50	-
W15050002	IRDP: PH2: COCT: VHP: Belhar Pentech	VHP Construction	Level 2	95.00%	2 838 815.06	2 696 874.31	-	-
W15050002	IRDP: PH2: COCT: Nozomi: Belhar Pentech	Nozomi T/A JPB Construct.	Level 3	90.00%	2 200 528.23	1 980 475.41	-	-
W15050002	IRDP: PH2: COCT: Red Ants: Belhar Pentech	Red Ants	Level 2	95.00%	806 070.00	765 766.50	76 576.65	-
W15020002	IRDP: PH2: COCT: VHP: Delft The Hague	VHP Construction	Level 2	95.00%	4 082 216.88	3 878 106.04	-	-
W15020002	IRDP: PH2: COCT: Power: Delft The Hague	Power Construction	Level 1	100.00%	21 791 449.61	21 791 449.61	2 652 019.42	-

HSS No	Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Not listed on HSS	COCT: African Compass: Delft Eindhoven	African Compass	Level 1	100.00%	239 685.00	239 685.00	122 239.35	-
W16080001	IRDP: PH2: COCT: SIQU: Gugulethu: MauMau	Siq	Level 1	100.00%	9 749 325.70	9 749 325.70	-	-
W16080001	IRDP: PH2: COCT: GIKHA: Gugulethu: MauMau	Gikha	Level 2	95.00%	249 481.93	237 007.83	-	-
W16080001	IRDP: PH2: COCT: Simply Do: Gugulethu: MauMau	Simply Do	Level 3	90.00%	12 395 432.17	11 155 888.95	-	-
W16080001	IRDP: PH2: COCT: Masikhule Projects: Gugulethu: MauMau	Masikhule Projects	N/A	N/A	13 884 227.93	-	-	-
W16080001	IRDP: PH2: COCT: Gugulethu: MauMau: Red Ants	Red Ants	Level 2	95.00%	1 908 938.37	1 813 491.45	181 349.15	-
Not listed on HSS	IRDP: PH2: COCT: Bosassa: Red Ants	Red Ants	Level 2	95.00%	-579 599.45	(550 619.48)	(55 061.95)	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants	Red Ants	Level 2	95.00%	-2 810 387.27	(2 669 867.91)	(266 986.79)	-
Not listed on HSS	IRDP: PH2: COCT: Khaye: Makhaza: Red Ants	Red Ants	Level 2	95.00%	46 692.58	44 357.95	4 435.80	-
Not listed on HSS	IRDP: PH2: COCT: Mew Way & Hindle Rd: Red Ants	Red Ants	Level 2	95.00%	163 331.66	155 165.08	15 516.51	-
Not listed on HSS	IRDP: PH2: COCT: Delft Monitoring: Red Ants	Red Ants	Level 2	95.00%	3 782 427.60	3 593 306.22	359 330.62	-
Not listed on HSS	IRDP: PH2: COCT: Khayelitsha Monitoring: Red Ants	Red Ants	Level 2	95.00%	284 600.59	270 370.56	27 037.06	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants: Baden Powell	Red Ants	Level 2	95.00%	0.01	0.01	0.00	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants: Old Faure Road	Red Ants	Level 2	95.00%	96 600.03	91 770.03	9 177.00	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants: Houtbay	Red Ants	Level 2	95.00%	-5 892 600.00	(5 597 970.00)	(559 797.00)	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants: Mfuleni	Red Ants	Level 2	95.00%	10 208.21	9 697.80	969.78	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants: Macassar/ Gustrow Strand	Red Ants	Level 2	95.00%	0.12	0.11	0.01	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants: Wolwerivier	Red Ants	Level 2	95.00%	0.06	0.06	0.01	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants: Vrygrond	Red Ants	Level 2	95.00%	-	-	-	-
Not listed on HSS	IRDP: PH2: COCT: Red Ants: Masiphumelele	Red Ants	Level 2	95.00%	2 608 200.15	2 477 790.14	247 779.01	-

HSS No	Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
NO HSS	IRDP: PH2: COCT: Red Ants: Lavender Hill	Red Ants	Level 2	95.00%	-	-	-	-
W17010001	IRDP: PH2: COCT: VUKS: Nyanga KTC 3	Lizarox T/A Vuks Construction	Level 1	100.00%	-	-	-	-
W17010001	IRDP: PH2: COCT: Red Ants: Nyanga KTC 3	Red Ants	Level 2	95.00%	-	-	-	-
W130600005	IRDP: PH2: COCT: JR Sekwele: Valhalla Park	JR Sekwele	Level 1	100.00%	14 640 900.30	14 640 900.30	-	7 320 450.15
Not listed on HSS	IRDP: PH2: COCT: New Epoch: Kanonkop	New Epoch	Level 1	100.00%	1 024 916.68	1 024 916.68	512 458.34	-
W080500012	PHP: Mambamba: Nyanga: Masiphatisane 31 Retrofit	Mambamba Construction	Level 1	100.00%	1 148 880.15	1 148 880.15	1 148 880.15	-
W080500012	PHP: Mambamba: Nyanga: Masiphatisane Water Conn	Mambamba Construction	Level 1	100.00%	90 561.28	90 561.28	90 561.28	-
W080500012	PHP: TXG Civils: Nyanga: Masiphatisane	TXG Civils	Level 1	100.00%	19 915.50	19 915.50	-	-
W080500012	PHP: Ukhanyo: Nyanga: Masiphatisane	Sizisa Ukhanyo Project Management	N/A	N/A	1 967 409.00	-	-	-
W160800004	PHP: Nokhanya: Mfuleni: Bardale 2 (Est Grant)	Nokhanya Services	Level 2	95.00%	12 000.00	11 400.00	5 814.00	-
W071200004	PHP: Cawewo: Strand: Masincedane	Cawewo	Level 1	100.00%	47 360.00	47 360.00	47 360.00	-
Not listed on HSS	PHP: African Compass/Sprigg: Philippi Luxolo	African Compass	Level 1	100.00%	1 527 960.00	1 527 960.00	779 259.60	-
W171100008	PHP: CSMIT: Mandela Park (Cedar Falls)	C Smit (KCBDC)	N/A	N/A	900 000.00	-	-	-
W120800004	PHP: Hlumantombazana: Khaye: Masikhanye	Hlumantombazane	Level 1	100.00%	79 124.50	79 124.50	79 124.50	-
W030800002	PHP: Greystone: Khaye: Kuyasa	Greystone T/A Mzi Devepments	Level 1	100.00%	871 953.67	871 953.67	-	-
W030800002	PHP: Makhare: Khaye: Kuyasa	Makhare	Level 1	100.00%	2 105 008.77	2 105 008.77	-	2 105 008.77
W030800002	PHP: Nurcha: Khaye: Kuyasa	Nurcha	N/A	N/A	1 780 617.59	-	-	-
W120800003	PHP: Gwaka: Khayelitsha: Siyifumene	Gwaka Construction	Level 1	100.00%	28 186.40	28 186.40	22 549.12	8 455.92
Sub-Total Expenditure					94 398 101.11	115 366 746.48	16 218 999.38	9 433 914.84
Total Expenditure					305 798 850.11			

Departmental Projects

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W17050001	Airport Informal Sett Precinct Proffees PSP	Elite	Level 1	100.00%	1 076 470.82	1 076 470.82	645 882.49	430 588.33
W17050001	Airport Informal Sett Precinct Proffees PSP	Greystone T/A Mzi Devepmnts	Level 1	100.00%	183 958.98	183 958.98	-	-
W17050001	Airport Informal Sett - Land Rehab - PSP	Bergstan	Level 1	100.00%	-	-	-	-
W17050001	Airport Informal Sett - HSDG Implementation - PSP	Bergstan	Level 1	100.00%	1 131 614.50	1 131 614.50	81 363.08	-
W17050001	Airport Informal Sett - USDG Implementation - PSP	Bergstan	Level 1	100.00%	634 796.71	634 796.71	45 641.88	-
W17050001	Airport Informal Sett Pre-Consult Civil Eng for Bulk - PSP	Bergstan	Level 1	100.00%	350 731.23	350 731.23	25 217.58	-
W17050001	Airport Informal Sett Precinct Proffees PSP	Vharanani	Level 1	100.00%	7 669 362.30	7 669 362.30	-	-
W17050001	Airport Informal Sett - HSDG - Proffees PSP	Aurecon/Zutari	Level 1	100.00%	1 187 014.69	1 187 014.69	101 727.16	121 669.01
W17050001	Airport Informal Sett - bulks - USDG - Proffees PSP	Aurecon/Zutari	Level 1	100.00%	954 312.31	954 312.31	81 784.56	97 817.01
W17050001	Airport Informal Sett Precinct Proffees PSP	Nako Iliso	Level 1	100.00%	158 286.89	158 286.89	18 297.96	-
W17050001	Airport Informal Sett - Enviromental Expert - PSP	JG Afrika	Level 1	100.00%	80 051.79	80 051.79	13 768.91	-
W17050001	Airport Informal Sett - Civil, Structural and GeoTech- PSP	Nako Iliso	Level 1	100.00%	1 867 542.04	1 867 542.04	215 887.86	-
W17050001	Airport Informal Settlement- PSP	Jono Trust	Level 1	100.00%	322 496.13	322 496.13	80 624.03	-
W17050001	Airport Informal Settlement- PSP	IX Engineers	Level 1	100.00%	297 967.53	297 967.53	110 933.31	3 843.78
W17050001	Airport Informal Settlement- PSP	Aurecon/Zutari	Level 1	100.00%	364 091.60	364 091.60	31 202.65	37 319.39
W18010001	Belhar: Military Veterans 102 Units	Calgro	Level 1	100.00%	-	-	-	-
Not listed on HSS	Belhar: CBD Bulk USDG Journal to be done	Calgro	Level 1	100.00%	-	-	-	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Not listed on HSS	Belhar	Red Ants	Level 2	95.00%	5 795 999.99	5 506 199.99	550 620.00	-
W15030004	Blue Downs: Military Veterans 259 units	Various			2 567 851.56	-	-	-
W15030005	Blue Downs: Military Veterans 259 units	Simply Do	Level 3	90.00%	1 433 202.08	1 289 881.87	-	657 839.75
W15030004	Blue Downs: Military Veterans 259 units Proffees	C2C	Level 1	100.00%	2 864 050.53	2 864 050.53	-	-
W10070005	Boystown: Triangle 1 524 Services & 1390 T/S	Various Contractors	N/A	N/A	12 079 033.41	-	-	-
W10070005	Boystown: Triangle 1 524 Services & 1390 T/S	Various Contractors	N/A	N/A	53 263 777.90	-	-	-
Not listed on HSS	Conradie Park: Bulk USDG Journal to be done	Concor	N/A	N/A	-	-	-	-
W16090001	Delft Symphony Pre 7 518 sites	Various Contractors	N/A	N/A	-	-	-	-
W16090001	Delft Symphony Pre 7 518 sites Proffees	Lukhozi	Level 2	95.00%	169 594.37	161 114.65	1 337.25	-
W12100012	Delft Symphony Pr3 & 5 Prof Fees	Lukhozi	Level 2	95.00%	723 313.34	687 147.67	5 703.33	-
W08110008	Delft PR7-9 TRA 3.4 & 4.1 Dismantling	Various Contractors	N/A	N/A	75 703.95	-	-	-
Not listed on HSS	Delft 3&5 AND 7 Soft & Hard Landscape USDG	Absolute Infrastructure	Level 3	90.00%	95 241.03	85 716.93	43 715.63	-
W13090014	Delft TRA 5 & TRA 6 CoCT: Delft TRA 6	Sobambisana (Power & ASLA JV)	Level 1	100.00%	3 600 411.52	3 600 411.52	336 278.44	-
W10060003	Delft 7-9 TRA 5 & 5.1	Various Contractors	N/A	N/A	4 541 684.34	-	-	-
Not listed on HSS	Delft	Red Ants	Level 2	95.00%	1 450 038.98	1 377 537.03	137 753.70	-
W15110010	Forest Village: Blue Downs: 4 820 Sites & 3 197 T/S	ASLA	Level 1	100.00%	121 222 197.75	121 222 197.75	7 903 687.29	-
W15110010	Forest Village: Blue Downs: 4 820 Sites & 3 197 T/S	Blizzard	Level 1	100.00%	4 863 786.09	4 863 786.09	-	-
W15110010	Forest Village: Blue Downs: 4 820 Sites & 3 197 T/S	WK Construct	Level 4	85.00%	10 944 377.13	9 302 720.56	2 065 203.96	2 065 203.96

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W15110010	Forest Village: Blue Downs: 4 820 Sites & 3 197 T/S	Power	Level 1	100.00%	9 482 297.05	9 482 297.05	1 153 995.55	-
W15110010	Forest Village: Blue Downs: 4 820 Sites & 3 197 T/S	Lawula	Level 1	100.00%	714 692.96	714 692.96	178 673.24	-
W15110010	Forest Village: Blue Downs: 4 820 Sites & 3 197 T/S	CSD DEV	Level 1	100.00%	850 777.97	850 777.97	-	-
W15110010	Forest Village: Blue Downs: 4 820 Sites & 3 197 T/S	B Mxobo	Level 1	100.00%	21 000.00	21 000.00	-	-
W15110010	Forest Village: Blue Downs: Prof Fees	Various Contractors	N/A	N/A	13 972 243.59	-	-	-
W15110010	Forest Village: Blue Downs: (GJ)	Red Ants	Level 2	95.00%	7 472 415.21	7 098 794.45	709 879.44	-
W15110010	Forest Village: Blue Downs: (COCT)	COCT	N/A	N/A	162 003.80	-	-	-
Not listed on HSS	Gatesville Flats	Planning Partners	Level 3	90.00%	-340 028.00	(306 025.20)	(67 172.53)	-
Not listed on HSS	Gatesville Flats	Vanacore Subsidy Management	Level 1	100.00%	-	-	-	-
Not listed on HSS	Gatesville Flats	Kantey & Templer	N/A	N/A	36 000.00	-	-	-
Not listed on HSS	Gatesville Flats	Motla Elec Eng	Level 2	95.00%	60 845.61	57 803.33	-	-
Not listed on HSS	Greater Retreat Development Prof Fees	Delta	Level 1	100.00%	1 319 650.59	1 319 650.59	-	-
Not listed on HSS	Greater Retreat Development Prof Fees	Greystone T/A Mzi Devepmnts	Level 1	100.00%	74 139.50	74 139.50	-	-
Not listed on HSS	Greater Retreat Development Prof Fees	MLH Architects	Level 3	90.00%	157 500.00	141 750.00	17 364.38	-
Not listed on HSS	Greater Retreat Development Prof Fees	JG Afrika	Level 1	100.00%	61 187.64	61 187.64	10 524.27	-
Not listed on HSS	Greater Retreat Development Prof Fees	Kantey & Templer	N/A	N/A	340 028.00	-	-	-
W08050003	Gugulethu: New Rest Security	Red Ants	Level 2	95.00%	1 857 896.88	1 765 002.04	176 500.20	-
W17020001	Highbury: 266 Sites & Units	Various Contractors	N/A	N/A	1 494 935.12	-	-	-
W17020001	Highbury: 266 Sites & Units Security	Red Ants	Level 2	95.00%	306 246.62	290 934.29	29 093.43	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W17020003	Highbury Ph 3: KRiver: Military Veterans: 200 T/S	Valostar	Level 1	100.00%	1 704 275.10	1 704 275.10	-	-
W10050005	Housing Development Agency (20/21 Fin Yr)	Project Man	N/A	N/A	25 585 291.16	-	-	-
W16040004	Ithemba Proffees PSP	Aurecon/Zutari	Level 1	100.00%	10 696 698.46	10 696 698.46	916 707.06	1 096 411.59
W16040004	Ithemba Civil, Structural, Geo-Tech and Fire & Wet serv	Bergstan	Level 1	100.00%	1 236 314.28	1 236 314.28	88 891.00	-
W16040004	Ithemba - Proffees PSP	JG Afrika	Level 1	100.00%	115 745.50	115 745.50	19 908.23	-
W16040004	Ithemba Enviromental Practicioner - Proffees PSP	JG Afrika	Level 1	100.00%	36 700.00	36 700.00	6 312.40	-
W16040004	Ithemba	MV Abayili	Level 5	80.00%	195 008.90	156 007.12	-	-
W16040004	Ithemba	IX Engineers	Level 1	100.00%	86 100.00	86 100.00	32 055.03	1 110.69
W16040004	Ithemba	Magqwaka	Level 1	100.00%	292 513.36	292 513.36	-	-
W16040004	Ithemba: USDG	FJC Consult	Level 2	95.00%	152 107.26	144 501.90	-	-
W16040004	Ithemba: HSDG	FJC Consult	Level 2	95.00%	391 132.95	371 576.30	-	-
W16040004	Ithemba: USDG	Nako Iliso	Level 1	100.00%	44 655.16	44 655.16	5 162.14	-
W16040004	Ithemba: Civil & Structural Eng Implementation Ph1	Nako Iliso	Level 1	100.00%	1 901 456.20	1 901 456.20	219 808.34	-
W16040004	Ithemba: Beneficiary Administration	Elite	Level 1	100.00%	46 000.67	46 000.67	27 600.40	18 400.27
W08080001	Joe Slovo: 2 886 units	Sobambisana (Power & ASLA JV)	Level 1	100.00%	12 267 797.24	12 267 797.24	1 145 812.26	-
W08080001	Joe Slovo: 2 886 units - Security	Red Ants	Level 2	95.00%	612 495.02	581 870.27	58 187.03	-
W18040006	Khayelitsha: Erf 26943: 214 Serv & 25 T/S	HSBS	N/A	N/A	-	-	-	-
Not listed on HSS	Khayelitsha: Silvertown TRA - Civil Engineering Services	SmartCivils	Level 1	100.00%	3 435 929.96	3 435 929.96	248 761.33	-
Not listed on HSS	Khayelitsha: Silvertown TRA - Civil & Structural Eng Serv	Nadeson	Level 1	100.00%	598 729.00	598 729.00	-	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Not listed on HSS	Khayelitsha: Silvertown TRA - Traffic Engineering Services	Delta Built Environment Consultants	Level 1	100.00%	4 700.00	4 700.00	-	-
Not listed on HSS	Khayelitsha: Silvertown TRA - Electrical Engineering Serv	Thabile Eng	Level 2	95.00%	429 250.00	407 787.50	407 787.50	-
Not listed on HSS	Khayelitsha: Silvertown TRA - TownPlanning & Urban Design	CNDV Africa	Level 4	85.00%	105 930.00	90 040.50	-	-
Not listed on HSS	Khayelitsha: Silvertown TRA - Project Manager Services	WSP Group	Level 1	100.00%	909 097.77	909 097.77	464 276.23	80 182.42
Not listed on HSS	Khayelitsha: Silvertown TRA	Mabune Consult	Level 1	100.00%	79 850.00	79 850.00	79 850.00	19 962.50
Not listed on HSS	Khayelitsha: Silvertown TRA	HSBS	N/A	N/A	477 595.79	-	-	-
Not listed on HSS	Khayelitsha: Silvertown TRA	JZE Architects	Level 2	95.00%	420 545.91	399 518.61	-	-
Not listed on HSS	Khayelitsha & Du Noon Security	Red Ants	Level 2	95.00%	16 182 802.91	15 373 662.76	1 537 366.28	-
W17030025	Kosovo Farm 694 Civil, Electrical Int Serv & 440 units	Various Contractors	N/A	N/A	50 404 731.61	-	-	-
W17030025	Kosovo Farm 694 - Bulk Civils Services	WSP	Level 1	100.00%	198 192.26	198 192.26	101 216.79	17 480.56
W17030025	Kosovo Farm 694 Civil, Structural & Geo Implement	WSP	Level 1	100.00%	47 952.53	47 952.53	24 489.36	4 229.41
W17030025	Kosovo Farm 694 - Civil, Geo & Structural Services	WSP	Level 1	100.00%	95 572.65	95 572.65	48 808.95	8 429.51
W17030025	Kosovo Farm 694 - Internal Services - PSP	GIBB	Level 1	100.00%	1 089 765.40	1 089 765.40	152 567.16	299 140.60
W17030025	Kosovo Farm 694 - Eco Services PSP	GIBB	Level 1	100.00%	88 701.28	88 701.28	12 418.18	24 348.50
W17030025	Kosovo Farm 694 - Eco Services PSP	GIBB	Level 1	100.00%	65 914.31	65 914.31	9 228.00	18 093.48
W17030025	Kosovo Farm 694 - USDG - Proffees PSP	GIBB	Level 1	100.00%	-421 480.09	(421 480.09)	(59 007.21)	(115 696.28)
W17030025	Kosovo Farm 694: Eco Services PSP	Frontline	Level 1	100.00%	77 650.00	77 650.00	58 237.50	58 237.50
W17030025	Kosovo Farm 694 Proffees PSP	Design Space	Level 1	100.00%	74 999.47	74 999.47	-	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W17030025	Kosovo Farm 694 Proffees PSP	ARG Design	Level 2	95.00%	28 336.75	26 919.91	13 909.52	-
W17030025	Kosovo Farm 694 - Electrical Bulks - Proffees PSP	Element	Level 2	95.00%	221 242.31	210 180.19	21 585.51	13 661.71
W17030025	Kosovo Farm 694 - Bulk & Link Services - PSP	MPA Civil	Level 1	100.00%	780 471.99	780 471.99	780 471.99	-
W17030025	Kosovo Farm 694 Proffees PSP	Miradi Arch	Level 1	100.00%	124 113.20	124 113.20	-	-
W17030025	Kosovo Farm 694 Qunativity Survey - PSP	Lakhanya QS	Level 2	95.00%	34 000.00	32 300.00	9 690.00	-
W17030025	Kosovo Farm 694 Qunativity Survey - PSP	Advantage QS	Level 5	80.00%	28 400.00	22 720.00	-	-
W17030025	Kosovo Farm 694 Qunativity Survey - PSP	Umtha Structural	Level 1	100.00%	173 250.00	173 250.00	173 250.00	-
W16100006	Malibu Village: The Conifers Infill: 297 Serv &T/S	Nozomi	Level 3	90.00%	4 651 199.89	4 186 079.90	-	-
W16110006	Malibu Village: The Conifers Infill: 297 Serv &T/S	Various Contractors	N/A	N/A	12 935 551.92	-	-	-
W16110006	Malibu Village: The Conifers Infill: 297 Serv &T/S	Nokhanya	Level 2	95.00%	906 180.47	860 871.45	439 044.44	-
W16110006	Malibu Village: The Conifers Infill: 297 Serv &T/S	FJC Consult	Level 2	95.00%	22 735.00	21 598.25	-	-
W16110006	Malibu Village: The Conifers Infill: Prof Fees	Bosch	Level 2	95.00%	1 668 718.58	1 585 282.65	92 104.92	-
W16110006	Malibu Village: The Conifers Infill: Security	Red Ants	Level 2	95.00%	4 091 982.49	3 887 383.37	388 738.34	-
W16110006	Malibu Village: The Conifers Infill: STBB	NHBRC/Eskom	N/A	N/A	391 229.42	-	-	-
W04020002	Mama's Pelican Park	COCT	N/A	N/A	58 073.53	-	-	-
W09060001	Nuwe Begin	IX Engineers	Level 1	100.00%	192 783.56	192 783.56	71 773.32	2 486.91
W09060001	Nuwe Begin	Element	Level 2	95.00%	17 733.33	16 846.66	1 730.15	1 095.03
W16030007	Our Pride: Eerste River- 211 Services & T/S/FLISP	N/A	N/A	N/A	17 556 009.72	-	-	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W16030007	Our Pride: Eerste River- 211 Services & T/SFLISP	Enigma	Level 1	100.00%	84 821.36	84 821.36	33 928.54	-
W16030007	Our Pride: Eerste River- 211 Services & T/SFLISP	CTHC	N/A	N/A	-	-	-	-
W16030007	Our Pride: Eerste River- 211 Services & T/SFLISP	Eskom/COCT/ Nhrbc	N/A	N/A	488 659.30	-	-	-
W16030007	Our Pride: Eerste River- 211 Services & T/SFLISP PSP	C2C	Level 1	100.00%	747 659.60	747 659.60	-	-
W16030007	Our Pride 211 sites & FLISP Security	Red Ants	Level 2	95.00%	2 174 348.58	2 065 631.15	206 563.12	-
W16040003	Penhill/Welmoed Greenfields Development Proffees PSP	FJC Consult	Level 2	95.00%	13 002.18	12 352.07	-	-
W16040003	Penhill/Welmoed Environmental Services Proffees PSP	Aurecon/Zutari	Level 1	100.00%	1 127 682.75	1 127 682.75	130 247.36	115 587.48
W16040003	Penhill/Welmoed Greenfields Development Proffees PSP	SMEC	Level 1	100.00%	207 061.63	207 061.63	69 096.47	-
W16040003	Penhill/Welmoed Civil, Structural, GeoTech & Fire & Wet Serv	SMEC	Level 1	100.00%	1 361 551.15	1 361 551.15	454 349.62	-
W16040003	Penhill/Welmoed BULKS - Civil	SMEC	Level 1	100.00%	2 358 873.39	2 358 873.39	787 156.05	-
W16040003	Penhill/Welmoed - BULKS - Proffees PSP	BSP	Level 2	95.00%	1 489 538.12	1 415 061.21	-	-
W16040003	PENHILL/Welmoed - CIVIL; Structural & Geo-Tech	BSP	Level 2	95.00%	989 552.58	940 074.95	-	-
W16040003	Penhill/Welmoed Implementation Phase 1 - Proffees PSP	IX Engineers	Level 1	100.00%	6 733 429.93	6 733 429.93	2 506 855.96	86 861.25
W16040003	Penhill/Welmoed - Health & Safety Proffees	IX Engineers	Level 1	100.00%	31 195.52	31 195.52	11 614.09	402.42
W16040003	Penhill/Welmoed - Bults Proffees PSP	IX Engineers	Level 1	100.00%	782 275.04	782 275.04	291 241.00	10 091.35
W16040003	Penhill/Welmoed - Bults Proffees PSP	Bigen Africa	Level 1	100.00%	3 683 123.05	3 683 123.05	494 643.43	147 693.23
W16040003	Penhill/Welmoed - Bulk Electrical Services	Adenco	Level 1	100.00%	8 879 800.98	8 879 800.98	1 358 609.55	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W16040003	Penhill/Welmoed Greenfields Development Profitees PSP	Greystone t/a Mzi Developments	Level 1	100.00%	186 670.00	186 670.00	-	-
W16040003	Penhill/Welmoed Greenfields Development Profitees PSP	Planning Partners	Level 3	90.00%	459 120.00	413 208.00	90 699.16	-
W16040003	Penhill/Welmoed Greenfields Development	Various Contractors	N/A	N/A	54 450 410.16	-	-	-
W16040003	Penhill/Welmoed Urban Design	Jakupha Arch	Level 5	80.00%	558 385.86	446 708.69	-	-
W16040003	Penhill/Welmoed Urban Design	Colab	Level 1	100.00%	372 257.24	372 257.24	297 805.79	-
W16040003	Penhill/Welmoed Conveyancer	I Murrison	Level 1	100.00%	33 576.25	33 576.25	-	-
W16040003	Penhill/Welmoed Greenfields Development	Eskom/COCT	N/A	N/A	19 280.00	-	-	-
W16040003	Penhill/Welmoed Greenfields Development	SMEC	Level 1	100.00%	1 381 025.15	1 381 025.15	460 848.09	-
W16040003	Penhill/Welmoed Greenfields Development	AQS Consulting	Level 1	100.00%	81 806.32	81 806.32	8 180.63	-
W16040003	Penhill/Welmoed Greenfields Development	H.D.A	N/A	N/A	3 000 000.00	-	-	-
Not listed on HSS	Dirk Verdoes: Project	Dirk Verdoes	N/A	N/A	70 650.00	-	-	-
Not listed on HSS	Dept: Korbitex T/A Windeed/ Visual&ConDev	LexisNexus	Level 3	90.00%	232 649.74	209 384.77	10 050.47	8 940.73
Not listed on HSS	Dept: GJ12851 Voted Funds/Unallocated	GJ	N/A	N/A	296 934.13	-	-	-
Not listed on HSS	DEPT: COCT: Security At Department	Red Ants	Level 2	95.00%	2 249 802.51	2 137 312.38	213 731.24	-
Not listed on HSS	Taiwan & YB Section - Project Manager Services	WSP	Level 1	100.00%	1 388 759.20	1 388 759.20	709 239.32	122 488.56
Not listed on HSS	Taiwan & YB Section - Engineering	Thabile ENG	Level 2	95.00%	612 993.54	582 343.86	582 343.86	-
Not listed on HSS	Taiwan & YB Section - Stakeholder	HSBS	N/A	N/A	995 114.35	-	-	-
Not listed on HSS	Taiwan & YB Section - PSP	Nadeson	Level 1	100.00%	365 475.04	365 475.04	-	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Not listed on HSS	Taiwan & YB Section - PSP	Community Organ Resource	N/A	N/A	618 000.00	-	-	-
Not listed on HSS	Taiwan & YB Section - traffic en	Delta Built Environment Consultants	Level 1	100.00%	88 500.00	88 500.00	-	-
Not listed on HSS	Taiwan & YB Section - PSP (GJ11992) (GJ2566)	Difference GJ	N/A	N/A	1 108 951.82	-	-	-
Not listed on HSS	Taiwan & YB Section - PSP	CNDV Africa	Level 4	85.00%	438 203.90	372 473.32	-	-
Not listed on HSS	Taiwan & YB Section - PPE Supplies	CORC			31 020.00	-	-	-
Not listed on HSS	Taiwan & YB Section -	Bisiwe Van Niekerk	Level 2	95.00%	197 969.52	188 071.04	-	-
Not listed on HSS	CORC (David Ali)	CORC			3 183 457.52	-	-	-
W14070006	Thembelihle Domestic Workers Sof&Hard Landscapping	JR Sekwele	Level 1	100.00%	153 845.34	153 845.34	-	76 922.67
W14070006	Thembelihle Domestic Workers Prof Fees	Lukhozi	Level 2	95.00%	235 572.86	223 794.22	1 857.49	-
Sub-Total Expenditure					557 588 533.82	292 286 867.95	31 023 292.43	5 530 843.33

Non-Metro Projects

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Cape Winelands District Municipality								
Breede Valley Municipality								
W16020002	Transhex: Martin & East	Martin & East	Level 1	100.00%	53 483 607.64	53 483 607.64	748 770.51	-
W17120009	Transhex: TSSN	TSSN Carriers	Level 1	100.00%	5 024 654.74	5 024 654.74	-	-
W16020002	Transhex: Architectural Services	Matlapa	Level 1	100.00%	139 776.58	139 776.58	-	-
W16020002	Transhex: Structural Eng - Ph1 - PSP	BSP	Level 2	95.00%	15 750.00	14 962.50	-	-
W16020002	Transhex: Structural Eng - Ph 2 - PSP	BSP	Level 2	95.00%	15 835.13	15 043.37	-	-
W16020002	Transhex: Proj&Construct Mng Hrise PSP	Jubelle	Level 3	90.00%	513 094.26	461 784.83	253 981.66	-
W16020002	Transhex: Proj&Construct Mng ESS-Tops PSP	Jubelle	Level 3	90.00%	362 448.82	326 203.94	179 412.17	-
W16020002	Transhex: Proj&Construct Mng - PSP	Jubelle	Level 3	90.00%	1 378 955.59	1 241 060.03	682 583.02	-
W16020002	Transhex: Stakeholder Mng - PSP	Jubelle	Level 3	90.00%	53 373.13	48 035.82	26 419.70	-
W16020002	Transhex: Stakeholder-SubIncr Ph1 - PSP	Jubelle	Level 3	90.00%	2 703.64	2 433.28	1 338.30	-
W16020002	Transhex: Internal Civils - PH1 PSP	M Macdonald (MPAMOT)	Level 1	100.00%	657 022.97	657 022.97	657 022.97	-
W16020002	Transhex: Internal Civils Ph2 PSP	M Macdonald (MPAMOT)	Level 1	100.00%	694 314.34	694 314.34	694 314.34	-
W16020002	Transhex: Internal Elec Ph1 PSP	M Macdonald (MPAMOT)	Level 1	100.00%	277 492.63	277 492.63	277 492.63	-
W16020002	IRDP:PH1: Transhex: Bulk Civil Ph2 PSP	M Macdonald (MPAMOT)	Level 1	100.00%	742 345.20	742 345.20	742 345.20	-
W16020002	IRDP:PH1: Transhex: Architect &Urban PSP	SVA Interational	Level 4	85.00%	1 345 582.57	1 143 745.18	55 586.02	-
W16020002	IRDP:PH1: Transhex: Quantity Surv - PSP	OLE Bogeng	Level 1	100.00%	522 760.00	522 760.00	-	-
W16020002	Transhex: (Bulk Elec) PSP	Neil Lyners	Level 1	100.00%	2 944 301.33	2 944 301.33	1 059 948.48	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W16020002	IRDP:PH1: Transhex: (Internal Elec) PSP	Neil Lyners	Level 1	100.00%	1 580 568.42	1 580 568.42	569 004.63	-
W16020002	Transhex: (Traffic Eng) PSP	Innovative Transport Solutions	Level 2	95.00%	275 763.98	261 975.78	99 419.81	-
W16020002	Transhex - Quantity Surv - PSP	AMPS Qs	Level 1	100.00%	89 199.99	89 199.99	-	-
W16020002	IRDP: PH1: Transhex - Environmental Consult - PSP - Phase 1	GNEC	Level 4	85.00%	78 540.00	66 759.00	-	-
W16020002	IRDP: PH1: Transhex - Environmental Consult - PSP - Phase 2	GNEC	Level 4	85.00%	28 190.00	23 961.50	-	-
W16020002	IRDP: PH1: Transhex W16020002/1-Enhanced Serv Sites	Posh Ideas (Matlapa)	Level 1	100.00%	855 789.81	855 789.81	-	-
Not listed on HSS	IRDP: PH1: Worcester: New Mandela Square	Red Ants	Level 2	95.00%	438 953.30	417 005.64	41 700.56	-
W02100004	IRDP: PH1: Breede Valley Avian Park	Power Construction	Level 1	100.00%	119 086.00	119 086.00	14 492.77	-
	Subtotal				71 640 110.07	71 153 890.52	6 103 832.75	-
Drakenstein Municipality								
W17110007	IRDP: PH1&PH2: Vlakkeland	Ukhana	Level 1	100.00%	3 367 565.98	3 367 565.98	3 367 565.98	-
W17110007	IRDP: PH1&PH2: Vlakkeland	Kalesego	Level 1	100.00%	10 611 307.05	10 611 307.05	-	-
W17110007	IRDP: PH1&PH2: Vlakkeland	JVZ	Level 1	100.00%	23 867 146.15	23 867 146.15	7 360 627.87	-
W17110007	IRDP: PH1: Vlakkeland (Structural Eng-Ph1) PSP	BSP	Level 2	95.00%	58 112.30	R55 206.69	-	-
W17110007	IRDP: PH1: Vlakkeland (Civil Eng-Internal-Ph1) PSP	BSP	Level 2	95.00%	552 919.45	R525 273.48	-	-
W17110007	IRDP: PH1: Vlakkeland (Structural Eng - Ph2) PSP	BSP	Level 2	95.00%	223 923.17	R212 727.01	-	-
W17110007	IRDP: PH1: Vlakkeland (Elec Eng Bulks& Internal) PSP	Neil Lyners	Level 1	100.00%	1 768 377.26	R1 768 377.26	636 615.81	-
W17110007	IRDP: PH1: Vlakkeland (Traffic Eng) PSP	Neil Lyners	Level 1	100.00%	361 019.50	R361 019.50	129 967.02	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W17110007	IRDP: PH1: Vlakkeland (Stakeholder-Subs) PSP	Jubelie	Level 3	90.00%	410.35	R369.32	203.12	-
W17110007	IRDP: PH1: Vlakkeland (Project & Construct) PSP	Jubelie	Level 3	90.00%	2 025 279.28	R1 822 751.35	1 002 513.24	-
W17110007	IRDP: PH1: Vlakkeland -PMT - (check contract)	Jubelie	Level 3	90.00%	2 045 205.03	R1 840 684.53	1 012 376.49	-
W17110007	IRDP: PH1: Vlakkeland (Stakeholder) PSP	Jubelie	Level 3	90.00%	28 848.00	R25 963.20	14 279.76	-
W17110007	IRDP: PH1: Vlakkeland W17110007/1 -PSP	GNEC	Level 4	85.00%	285 959.40	R243 065.49	-	-
W17110007	IRDP: PH1: Vlakkeland (QS) PSP	AQS Consulting	Level 1	100.00%	286 409.28	R286 409.28	28 640.93	-
W17110007	IRDP: PH1: Vlakkeland (QS) PSP - Phase 1	Lakhanya QS	Level 2	95.00%	511 851.18	R486 258.62	145 877.59	-
W17110007	IRDP: PH1: Vlakkeland (Urban Design) PSP	Architect Studios	N/A	N/A	793 763.55	-	-	-
W17110007	IRDP: PH1: Joubert & Brink: Vlakkeland (Land Surveyor) PSP	Joubert & Brink	Level 3	90.00%	250 000.00	225 000.00	-	-
W17110007	IRDP: PH1: Vlakkeland Security	Red Ants	Level 2	95.00%	3 225 799.92	3 064 509.92	306 450.99	-
W06020005/3	PHP: Paarl: Nompumelelo	F Bocks	Level 1	100.00%	34 959.02	34 959.02	-	-
W08010009	PHP: Paarl: New Siyazama	Broadway Timbers	Level 1	100.00%	460 920.00	460 920.00	-	-
W11080004	IRDP:PH2: Paarl: Drommedaris	New Africa Construction	Level 1	100.00%	227 000.00	227 000.00	-	-
W11080005	IRDP: PH2: Paarl: Fairylands	Ncuthu Properties	Level 1	100.00%	53 700.00	R53 700.00	-	-
W11020002	IRDP: PH2: Paarl: Kingston Town	Valosta	Level 1	100.00%	26 400.00	R26 400.00	-	-
W14080003	IRDP: PH2: Paarl: Lantana	Juhan Construction	Level 1	100.00%	2 285 545.20	2 285 545.20	-	2 285 545.20
W19040008	IRDP: PH1: Schoongezicht	Exeo Khokela	Level 1	100.00%	6 501 155.00	6 501 155.00	1 478 362.65	-
	Subtotal				59 853 576.07	58 353 314.04	15 483 481.46	2 285 545.20

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Langeberg Municipality								
W16120001	IRDP: PH2: Mcgregor	ASLA Construction	Level 1	100.00%	6 599 839.66	6 599 839.66	430 309.55	-
	Subtotal				6 599 839.66	6 599 839.66	430 309.55	-
Stellenbosch Municipality								
Not listed on HSS	IRDP: PH1: JUBELIE: De Novo Prof Fees PSP	Jubelie	Level 3	90.00%	459 957.51	413 961.76	227 678.97	-
Not listed on HSS	IRDP: PH1: SMEC: De Novo Prof Fees PSP	SMEC SA	Level 1	100.00%	-	-	-	-
W12030010	IRDP: PH1: Longlands	ASLA Construction	Level 1	100.00%	7 122 914.00	7 122 914.00	464 413.99	-
W17120010	IRDP: PH2: Idas Valley	ASLA Construction	Level 1	100.00%	10 242 282.00	10 242 282.00	667 796.79	-
W11030002	IRDP: PH1: Klapmuts	WF Construction CC	Level 2	95.00%	6 530 365.60	6 203 847.32	-	-
W17080017	IRDP: PH1: CORC: Langrug	-	N/A	N/A	549 990.00	-	-	-
	Subtotal				24 905 509.11	23 983 005.08	1 359 889.75	-
Witzenberg Municipality								
W18050004	IRDP: PH1: Ceres: Vredebes	ASLA Construction	Level 1	100.00%	4 652 962.30	4 652 962.30	303 373.14	-
W14060005	IRDP: PH1: Ceres: Vredebes 3 022 Planning	ASLA Construction	Level 1	100.00%	567 652.00	567 652.00	37 010.91	-
Not listed on HSS	IRDP: PH1: Ceres: Nduli	Red Ants	Level 2	95.00%	11 619 032.63	11 038 081.00	1 103 808.10	-
W12110002	IRDP: PH1: Tulbagh Chris Hani - Journal	DAG	N/A	N/A	345 072.97	-	-	-
	Subtotal				17 184 719.90	16 258 695.30	1 444 192.15	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Overberg District Municipality								
Cape Agulhas Municipality								
W16010022/1	IRDP: PH2: Bredasdorp Site H	Mellon Housing	Level 3	90.00%	1 421 206.07	1 279 085.46	-	-
W18060012/1	IRDP: PH2: Bredasdorp Site F	ASLA Construction	Level 1	100.00%	17 134 193.00	17 134 193.00	1 117 149.38	-
None	IRDP: PH1: Bredasdorp	Red Ants	Level 2	95.00%	2 174 350.20	2 065 632.69	206 563.27	-
None	IRDP: PH1: OU KAMP	PEP Consult	N/A	N/A	114 741.81	-	-	-
None	IRDP: PH1: NAPIER	PEP Consult	N/A	N/A	81 087.33	-	-	-
None	IRDP: PH1: ZWELITSHA	PEP Consult	N/A	N/A	384 962.87	-	-	-
None	PEP	PEP Consult	N/A	N/A	229 800.00	-	-	-
	Subtotal				21 540 341.28	20 478 911.15	1 323 712.65	-
Overstrand Municipality								
W12090002	IRDP: PH1: Hawston	Mellon Housing	Level 3	90.00%	5 592 851.00	5 033 565.90	-	-
W18060014	IRDP: PH2: Hawston	Mellon Housing	Level 3	90.00%	21 766 910.00	19 590 219.00	-	-
W18040018	IRDP: PH1: Mount Pleasant	-	N/A	N/A	852 144.00	-	-	-
None	IRDP: PH1: Kleinmond	VPUU	N/A	N/A	235 561.48	-	-	-
W13120001	IRDP: PH1: Gansbaai: Masakhane	Cornfield	Level 1	100.00%	24 093 342.67	24 093 342.67	7 420 749.54	-
W13070002	IRDP: PH1: Gansbaai: Blompark	Cornfield	Level 1	100.00%		-	-	-
W13090001	IRDP: PH1: Gansbaai: Beverly Hills	Cornfield	Level 1	100.00%	1 690 500.00	1 690 500.00	520 674.00	-
W12060003	UISP: Zwelihle: Mandela Square	Cornfield	Level 1	100.00%	9 381 244.89	9 381 244.89	2 889 423.43	-
W15080001	IRDP: PH1: Stanford	Cornfield	Level 1	100.00%	7 290 825.36	7 290 825.36	2 245 574.21	-
-	Overstrand: SwartdamRd: Site C	N/A	N/A	N/A	4 000 000.00	-	-	-
	Subtotal				74 903 379.40	67 079 697.82	13 076 421.18	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Swellendam Municipality								
W20050001	IRDP: PH2: Barrydale: Smitsville	Municipality	N/A	N/A	12 163 271.24	-	-	-
W19030001	Swellendam: Railton	Municipality	N/A	N/A	2 558 768.50	-	-	-
	Subtotal				12 163 271.24	-	-	-
Theewaterskloof Municipality								
W16030005	PHP: Asande Hillside	CAWEWO	Level 1	100.00%	490 423.82	490 423.82	490 423.82	-
W16030005	PHP: Hillside	Red Ants	Level 2	95.00%	1 898 729.62	1 803 793.14	180 379.31	-
W14030004	IRDP: PH2: Villiersdorp 251	ASLA Construction	Level 1	100.00%	984 445.00	984 445.00	64 185.81	-
W17120007	UISP: Grabouw: Irak	7SIRS	Level 1	100.00%	4 119 994.28	4 119 994.28	2 101 197.08	-
W11120001	UISP: Grabouw: Rooidakke	7SIRS	Level 1	100.00%	3 906 652.88	3 906 652.88	1 992 392.97	-
W13060013/4	PHP: Grabouw: Rooidakke: Rainbow - Ph 4	Rainbow Civils	Level 1	100.00%	19 277 328.00	19 277 328.00	-	-
Not listed on HSS	IRDP: PH1: Grabouw: GIBB: Stormwater Masterplan	Gibb	Level 1	100.00%	1 016 732.08	1 016 732.08	142 342.49	279 092.96
Not listed on HSS	IRDP: PH1: Caledon/Riemvasmaak	VPUU	N/A	N/A	331 009.78	-	-	-
W18020010	UISP: Siyayanzela	Municipality	N/A	N/A	3 376 469.63	-	-	-
W18020012	Theewaters: Greyton	Municipality	N/A	N/A	428 959.00	-	-	-
W17080067	Soc: Botriver Community Hall	Municipality	N/A	N/A	1 702 171.00	-	-	-
	Subtotal				37 532 915.09	31 599 369.20	4 970 921.49	279 092.96
Central Region								
Beaufort West Municipality								
W18060008	IRDP: PH2: Beaufort West S1	ASLA Construction	Level 1	100.00%	461 308.00	461 308.00	30 077.28	-
	Subtotal				461 308.00	461 308.00	30 077.28	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Prince Albert Municipality								
W17070002	IRDP: PH2: Prince Albert	ASLA Construction	Level 1	100.00%	-	-	-	-
	Subtotal				-	-	-	-
Eden								
Bitou Municipality								
W16010030	IRDP: PH2: Kwanokuthula	Ukhana	Level 1	100.00%	3 486 539.35	3 486 539.35	3 486 539.35	-
W16010030	IRDP: PH2: Kwanokuthula Proftees	Chauke	Level 2	95.00%	194 326.29	184 609.98	-	-
W18020021	UISP: Qolweni: 164 TRA & Ablution Contr & Proftees	Sonqua	Level 1	100.00%	6 779 325.71	6 779 325.71	-	-
Not on HSS	IRDP: PH1: Qolweni/Pinetrees (Dir Planning)	PEP Consult	N/A	N/A	927 058.68	-	-	-
Not on HSS	IRDP: PH1: Zawa Zawa	PEP Consult	N/A	N/A	160 372.64	-	-	-
Not on HSS	IRDP:PH1: Sibanye/Zawa Zawa/Bossiesgif/ Qolweni	Planning	N/A	N/A	R360 401.25	-	-	-
	Subtotal				11 908 023.92	10 450 475.04	3 486 539.35	-
George Municipality								
W18010003/1	IRDP: PH1: Erf 325: Syferfontein	ASLA Construction	Level 1	100.00%	82 140 992.27	82 140 992.27	5 355 592.70	-
W18010003/1	IRDP: PH1: Erf 325: Syferfontein	Raubex Infra	Level 1	100.00%	8 955 514.36	R8 955 514.36	1 171 381.28	-
W18010003/1	IRDP: PH1: Erf 325: Syferfontein	Simply Do	Level 3	90.00%	19 338 911.76	17 405 020.58	-	8 876 560.50
W18010003/1	IRDP: PH1: Erf 325: Syferfontein	PHP Suppl.	Level 1	100.00%	-	-	-	-
W18010003/1	IRDP: PH2: Erf 325: Syferfontein	Enigma	Level 1	100.00%	12 788 954.50	12 788 954.50	5 115 581.80	-
W18010003/1	IRDP: PH1: Erf 325: Syferfontein Civil Works Pipeline	Khubeka	Level 1	100.00%	3 770 814.80	3 770 814.80	-	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W18010003/1	IRDP: PH1: Syferfontein: Erf 325 Prof Fees (GJ)	Royal Hask	Level 2	95.00%	3 811 972.31	3 621 373.69	173 825.94	-
W18010003/1	IRDP: PH1: Syferfontein: Erf 325 -Journal	GJ	N/A	N/A	434 137.75	-	-	-
W15030019	IRDP: PH1: Metrogrounds	ACV Civils	Level 2	95.00%	16 985 784.76	16 136 495.52	371 139.40	-
W15030019	IRDP: PH1: Metrogrounds: Prof Fees (GJ)	Royal Hask	Level 2	95.00%	1 838 685.61	1 746 751.33	83 844.06	-
W16030012/ W16010080	George: GoldenValley /Thembalethu	Marnol	Level 1	100.00%	4 347 968.89	4 347 968.89	50 436.44	-
	Subtotal				154 413 737.01	150 913 885.95	12 321 801.61	8 876 560.50
Hessequa Municipality								
W16040008	IRDP: PH1: Melkhoutfontein (transfers)	ASLA Construction	Level 1	100.00%	-	-	-	-
	Subtotal				-	-	-	-
Kannaland Municipality								
W19120002	EHP: Kannaland: Fire Kits	Fire Kits	N/A	N/A	1 050 211.00	-	-	-
	Subtotal				1 050 211.00	-	-	-
Knysna Municipality								
W07030007/2	PHP: Knysna: Vision 2002	-	N/A	N/A	899 917.00	-	-	-
W18070007	PHP: Knysna: Bloemfontein	A&P Civils	Level 1	100.00%	7 613 734.40	7 613 734.40	3 806 867.20	-
W16080009	PHP: Knysna: Golweni	Sikhulile Engineers (Sintec)	Level 4	85.00%	13 644 080.23	11 597 468.20	-	-
W16070003	PHP: Knysna: Hlalani units	Sikhulile Engineers (Sintec)	Level 4	85.00%	315 000.00	267 750.00	-	-
W16020008	PHP: Knysna: Ethembeni	Sikhulile Engineers (Sintec)	Level 4	85.00%	4 122 006.78	3 503 705.76	-	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
W15120001	IRDP: PH1: Hornlee	Nozomi t/a JPB Construction	Level 3	90.00%	430 000.00	387 000.00	-	-
W18060013	PHP: Hornlee Infill	Nozomi t/a JPB Construction	Level 3	90.00%	12 474 640.25	11 227 176.23	-	-
W18020002	UISP: Sedgfield	Sikhulile Engineers (Sintec)	Level 4	85.00%	876 915.97	745 378.57	-	-
W19070003	Land: Sedgfield	Land Purchase	N/A	N/A	2 539 860.00	-	-	-
W11090003	UISP: Knysna Vision 2002	Zwelo/ Bukho Q JV	Level 1	100.00%	3 755 197.31	3 755 197.31	-	-
Not on HSS	IRDP: PH1 Knysna: DAG: Sedgfield	Planning	N/A	N/A	345 840.83	-	-	-
Not on HSS	EHP: Sintec: Witlokasie Fire Damaged Houses	Sikhulile Engineers (Sintec)	Level 4	85.00%	9 336 272.01	7 935 831.21	-	-
	Subtotal				56 353 464.78	47 033 241.68	3 806 867.20	-
Mossel Bay Municipality								
W16100007	UISP: Greater Mossel Bay: NUSP	Entsha Henra	Level 1	100.00%	16 186 448.67	16 186 448.67	2 889 281.09	-
W16100007	UISP: Greater Mossel Bay: NUSP (GJ)	DAG	N/A	N/A	815 077.90	-	-	-
W19030002	EHP: Great Brakriver: Wolwedans	Planning	N/A	N/A	1 538 549.00	-	-	-
W12050002	IRDP: PH2: Asazani Zinyoka 731 units	Marnol	Level 1	100.00%	14 239 567.00	14 239 567.00	165 178.98	-
Not on HSS	IRDP: PH1: Mossel Bay: Royal Hask: Louis Fourie	Royal Hask	Level 2	95.00%	5 915 734.16	5 619 947.45	269 757.48	-
W16050003	IRDP: PH1: Mossel Bay: Ruwacon: Louis Fourie	Rawucon	Level 1	100.00%	126 820 103.49	126 820 103.49	44 640 676.43	35 091 122.64
W16080010	IRDP: PH1: Mossel Bay: Sonskynvallei	Entsha Henra	Level 1	100.00%	20 894 579.00	20 894 579.00	3 729 682.35	-
-	Land: Mossel Bay: 5 Brakkefontein portion 249	Land Purchase	N/A	N/A	4 593 947.63	#VALUE!	#VALUE!	#VALUE!
	Subtotal				191 004 006.85	183 760 645.61	51 694 576.32	35 091 122.64

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Oudtshoorn Municipality								
W13030011	IRDP: PH1 & PH2 Rosevalley 967 Sites & Units	ASLA Construction	Level 1	100.00%	2 811 759.73	2 811 759.73	183 326.73	-
W16110008	UISP: Dysselsdorp 534 sites	ASLA Construction	Level 1	100.00%	22 967 126.00	22 967 126.00	1 497 456.62	-
W95050015	IRDP: PH1: Bongoletu (Dir Planning)	Planning	N/A	N/A	83 600.00	-	-	-
	EHP: Oudtshoorn: Fire Kits	Fire Kits	N/A	N/A	2 000 000.00	-	-	-
W16010013	IRDP: PH1: Spieskamp	Municipality	N/A	N/A	154 902.83	-	-	-
	Subtotal				28 017 388.56	25 778 885.73	1 680 783.35	-
West Coast District Municipality								
W15030006	IRDP: PH1 & PH2: Velddrift: Noordhoek	Nozomi t/a JPB Construction	Level 3	90.00%	4 399 003.12	3 959 102.81	0.00	-
	Subtotal				4 399 003.12	3 959 102.81	0.00	-
Cederberg Municipality								
W18060009	IRDP: PH2: Lambertsbay Erf 168 1	ASLA Construction	Level 1	100.00%	-	-	-	-
W18050003	IRDP: PH1: Citrusdal: Riverview	ASLA Construction	Level 1	100.00%	2 098 570.45	2 098 570.45	136 826.79	-
W19010013	EHP: Cederberg: Wupperthal	ASLA Construction	Level 1	100.00%	270 713.69	270 713.69	17 650.53	-
	Subtotal				2 369 284.14	2 369 284.14	154 477.33	-
Matzikama Municipality								
W18040025	IRDP: PH1: Vredendal North Ph 5	ASLA Construction	Level 1	100.00%	-	-	-	-
	Subtotal				-	-	-	-

HSS No	Municipality and Project Description	Contractor	B-BBEE Level	HDI %	Actual Expenditure			
					Project Expenditure 2020/21	HDI	Women	Youth
Saldanha Bay Municipality								
W12020001	PHP: George Kerridge: Ikamvalethu	Vicmol Construction	Level 1	100.00%	-	-	-	-
W14060004	IRDP: PH1: Paternoster	A & P Civils and Trading	Level 1	100.00%	637 441.00	637 441.00	318 720.50	-
-	Educational Support Services		N/A	N/A	678 278.00	-	-	-
	Subtotal				1 315 719.00	637 441.00	318 720.50	-
Swartland Municipality								
W19090003	IRDP: PH1: Malmesbury: Kalbaskraal	Exeo	Level 1	100.00%	1 339 764.00	1 339 764.00	304 662.33	-
W19090002	IRDP: PH1: Riebeeck Kasteel	Exeo	Level 1	100.00%	5 672 522.00	5 672 522.00	1 289 931.50	-
W17010003	IRDP: PH1: Phola Park	ASLA Construction	Level 1	100.00%	335 400.00	335 400.00	21 868.08	-
W19100001	IRDP: PH1: Malmesbury: De Hoop	Exeo	Level 1	100.00%	26 150 540.11	26 150 540.11	5 946 632.82	-
W19090004	IRDP: PH1: Moorreesburg: Sibanye	ASLA Construction	Level 1	100.00%	816 773.00	816 773.00	53 253.60	-
W17120006	Swartland: Riebeeck West	ASLA Construction	Level 1	100.00%	2 269 520.00	2 269 520.00	147 972.70	-
	Subtotal				36 584 519.11	33 498 226.11	7 563 094.74	-
MUNICIPAL EXPENDITURE					814 200 327.31	743 918 743.80	121 763 159.31	46 532 321.29

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