



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref: 3/5/3/5/2/2

2019-09-27

**NOTICE OF A
HUMAN SETTLEMENTS COMMITTEE MEETING
WEDNESDAY 2019-10-02 AT 10:00**

TO Deputy Mayor, N Jindela [Chairperson]

Councillors G Cele (Ms)
A Crombie (Ms)
LK Horsband (Ms)
DD Joubert

Ex officio Executive Mayor, Ald G Van Deventer (Ms)

Notice is hereby given that the meeting of the Human Settlements Committee will be held in the Council Chamber, Town House, Plein Street, Stellenbosch on **Wednesday, 2019-10-02 at 10:00.**

DEPUTY MAYOR N JINDELA

CHAIRPERSON

AGENDA:HUMANSETTLEMENTS.2019-10-02/BM


27/09/2019

A G E N D A
HUMAN SETTLEMENTS COMMITTEE MEETING
2019-10-02

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APPENDIX 1



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MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref: 3/5/3/5/2/2

2019-09-04

MINUTES

HUMAN SETTLEMENTS COMMITTEE MEETING

2019-09-01 AT 10:00

**MINUTES
HUMAN SETTLEMENTS COMMITTEE MEETING
2019-09-04**

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PRESENT	Deputy Executive Mayor N Jindela (Chairperson)
Councillors	Cllr G Cele (Ms) Cllr A Crombie (Ms)
Also Present	Cllr JK Hendrickse
Officials	Director: Planning and Economic Development (T Mfeya) Manager: New Housing (L van Stavel) Manager: Informal Settlements (J Robyn) Manager: Housing Administration (R Swartbooi (Ms)) Senior Administration Officer (B Mgcushe (Ms))

1.	OPENING AND WELCOME
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The Chairperson welcomed all present at the Human Settlements Committee meeting.

1.1	COMMUNICATION BY THE CHAIRPERSON
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The Chairperson said with the request of the Mayor and the Speaker's ruling that the System of Delegation serves in all the Section 80 Committees, now this meeting is for that specific item only the rest of Human Settlements items will be dealt with in the next standing meeting.

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1.2	DISCLOSURE OF INTERESTS
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NONE

2.	APPLICATIONS FOR LEAVE OF ABSENCE
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The following application for leave was approved in terms of the Rules of Order of Council:-

Councillor DD Joubert – 2019-09-04

Absent

Cllr LK Horsband (Ms)

3.	CONFIRMATION OF MINUTES
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That the minutes of the Human Settlements Committee Meeting held on 2019-08-12, **were confirmed as correct.**

4.	REPORT BY THE DIRECTOR(S) RE RESOLUTIONS TAKEN AT THE PREVIOUS MEETING
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NONE

5.	REPORTS FROM OFFICIALS: HUMAN SETTLEMENTS
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5.1.1	ADOPTION OF REVISED SYSTEM OF DELEGATIONS
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Collaborator No:

IDP KPA Ref No: *Good Governance*

Meeting Date: 4 September 2019

1. SUBJECT: ADOPTION OF REVISED SYSTEM OF DELEGATIONS

2. PURPOSE

To submit the proposed amended System of Delegations for discussion at the Section 80 committees to provide feedback to MAYCO and Council on any inputs on the delegations that affects the functions of the specific section 80 committees.

3. DELEGATED AUTHORITY

Council to approve.

4. EXECUTIVE SUMMARY

In terms of section 59 of the Local Government: Municipal Systems Act, 32/2000, a Municipal Council must develop a System of Delegations that will maximize administrative and operational efficiency and provide for adequate checks and balances, and, in accordance with such system, may:

- (a) delegate appropriate powers excluding the powers referred to in section 160(2) of the Constitution, the power to set tariffs, to decide to enter into a service delivery agreement in terms of section 76(b), to approve or amend the Municipality's IDP, and any other provision in legislation conferring the powers to Council alone. The delegations may be made to any of the Municipality's political structures, political office bearers, councillors or staff members;
- (b) instruct any such political structure, political office bearer, councillor, or staff member to perform any of the Municipality's duties; and
- (c) withdraw any delegation or instruction.

Section 59(2)(f) provides, inter alia, that the system of delegations developed in terms of section 59(1) by Council must be reviewed when a new council is elected.

The current system of delegations was approved by the previously elected Council. The current Council did not adopt the System of delegations – the Speaker ruled on 15 August 2016 to “*Note the existing System of Delegations*”. Council has not fulfilled its obligation in terms of section 59(2)(f) to review the system of delegations after its election in 2016. A revised system of delegations has been tabled after the election but was not considered.

The Delegations have been revised in its totality and a new format was used in an attempt to link legislation and the different authorities to whom delegations are made. The changes as discussed at the workshop on 13 February 2018 are included in the attached document.

Council considered the delegation on 28 August 2019 and the following ruling was made by the Speaker:

30TH COUNCIL MEETING: 2019-08-28: ITEM 11.2.3

“The Speaker RULED

that, after consultation with the Executive Mayor, this matter be referred to all the Section 80 Portfolio Committee meetings in September 2019, where after same be resubmitted to the September 2019 Council meeting via the MAYCO.

5. RECOMMENDATIONS

- (a) that it be noted that by-laws or policies that are in the process of being revised and that are not included in the delegations will be taken up in the delegations administratively after the approval of the amended by-law or policy, and that the current delegations attached to those by-laws and policies remain in effect till such time it is revised; and
- (b) that the section 80 committee consider the provisions of delegations in regard to the functions relevant to the committee and provide input at the meeting for consideration.

6. DISCUSSION / CONTENTS

6.1 Background

In terms of section 59 of the Local Government: Municipal Systems Act, 32/2000, a Municipal Council must develop a System of Delegations that will maximize administrative and operational efficiency and provide for adequate checks and balances.

6.2 Discussion

In terms of Section 59(2)(f), such System of Delegations must be reviewed when a new Council is elected.

The Local Government elections took place on 3 August 2016 and a System of Delegations was tabled at the first Council meeting on 15 August 2016. The recommendation to adopt the delegations was not approved and the Speaker ruled that Council NOTED the existing System of Delegations. The last time that the delegations were reviewed was in 2015.

In terms of section 59 of the Local Government: Municipal Systems Act, 32/2000, a Municipal Council must develop a System of Delegations that will maximize administrative and operational efficiency and provide for adequate checks and balances, and, in accordance with such system, may:

- (a) delegate appropriate powers excluding the powers referred to in section 160(2) of the Constitution, the power to set tariffs, to decide to enter into a service delivery agreement in terms of section 76(b), to approve or amend the Municipality's IDP, and any other provision in legislation conferring the powers to Council alone. The delegations may be made to any of the Municipality's political structures, political office bearers, councillors or staff members;
- (b) instruct any such political structure, political office bearer, councillor, or staff member to perform any of the Municipality's duties; and
- (c) withdraw any delegation or instruction.

The current system of delegations was approved by the previously elected Council in 2015. The current Council did not adopt the System of delegations – the Speaker ruled on 15 August 2016 to Note the existing System of Delegations.

The Delegations must be reviewed in order to align with, amongst others:

- Municipal Assets Transfer Regulations;
- Preferential Procurement Regulations; and
- Cost Containment Regulations.

The Delegations have been revised in totality and a new format was used in an attempt to link legislation and the different authorities to whom delegations are made in order to make it more user friendly. It is therefore not possible to show individual changes as it was changed as a whole.

The Directors all made their inputs in regard to their functional fields. To comply with the legal directive of maximizing administrative and operational efficiency, a high degree of sub-delegations to Directors, Managers, Heads of Departments and other senior employees are provided for. Although every effort was made to ensure that the new proposed system of delegations is accurate and incorporates the delegations, it may be that certain minor administrative overlaps and omissions can be identified.

There are policies and by-laws that are currently under review and those have not been included in the System of Delegations. It is therefore recommended that when a new policy or By-law is approved, the delegations are approved with it and then administratively added to the System of Delegations.

A workshop with Councillors took place on 13 February 2018. The changes as discussed at the workshop are included in the attached document.

6.3 Financial Implications

As per the approved budget.

6.4 Legal Implications

Compliance with Section 59(1) of the Systems Act and various other legislative measures as listed in the definitions and interpretations contained in part 1 of the System of Delegations.

6.5 Staff Implications

If any additional staff has to be appointed permanently it will only be done within the framework of a Council-approved structure and with the necessary budgetary provisions.

6.6 Previous / Relevant Council Resolutions

Council resolution dated 15 August 2016, containing the Speaker's ruling.

6.7 Risk Implications

Delegations must maximize administrative and operational efficiency and provide for adequate checks and balances.

6.8 Comments from Senior Management

The item was discussed at the Director's meeting and the workshop, and the Directors' inputs are contained in the report.

6.8.1 Chief Financial Officer

Agree with the recommendations

6.8.2 Municipal Manager

Agree with the recommendations

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2019-08-14: ITEM 7.2.3

that this item be deferred to a continuation meeting on 20th August 2019.

RECOMMENDATIONS FROM THE EXECUTIVE MAYOR, IN CONSULTATION WITH THE EXECUTIVE MAYORAL COMMITTEE, TO COUNCIL: 2019-08-20: ITEM 7.2.3

- (a) that Council adopts the attached revised System of Delegations as set out in **APPENDIX 2** as the primary source of the delegations from 1 September 2019;
- (b) that Council takes note that by-laws or policies that are in the process of being revised and that are not included in the delegations will be taken up in the delegations administratively after the approval of the amended by-law or policy, and that the current delegations attached to those by-laws and policies remain in effect till such time it is revised; and
- (c) that all political office bearers, political structures, the Municipal Manager, Directors, Senior Managers, Managers, Heads of Departments and all other

identified officials be hereby authorised to exercise on behalf of the Council the delegated powers designated to them in terms of **APPENDIX 2**.

30TH COUNCIL MEETING: 2019-08-28: ITEM 11.2.3

The Speaker **RULED**

that, after consultation with the Executive Mayor, this matter be referred to all the Section 80 Portfolio Committee meetings in September 2019, where after same be resubmitted to the September 2019 Council meeting via MAYCO.

RECOMMENDATION FROM THE HUMAN SETTLEMENTS COMMITTEE TO THE EXECUTIVE MAYOR: 2019-09-04: ITEM 5.1.1

that the directorate will sit as the administration and discuss the delegations that affects the department and submit their inputs on Friday(2019-09-06).

FOR FURTHER DETAILS CONTACT:

NAME	A M C de Beer
POSITION	Director: Corporate Services
DIRECTORATE	Corporate Services
CONTACT NUMBERS	021 807 8018
E-MAIL ADDRESS	Annalene.deBeer@stellenbosch.org.za
REPORT DATE	29 August 2019

5.2	DELEGATED MATTERS
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NONE

6.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

7.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER
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NONE

8.	CONSIDERATION OF URGENT MATTERS
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NONE

The meeting adjourned at 11:00.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments**

4.	REPORT BY THE DIRECTOR(S) RE RESOLUTIONS TAKEN AT THE PREVIOUS MEETING
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NONE

5.	REPORTS FROM OFFICIALS: HUMAN SETTLEMENTS
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5.1.1	REVISION OF THE HOUSING ALLOCATION POLICY
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Collaborator No:

IDP KPA Ref No: *Good Governance*

Meeting Date: 2 October 2019

1. SUBJECT: REVISION OF THE HOUSING ALLOCATION POLICY

2 PURPOSE

To obtain Council's approval for public consultation of the Draft Housing Allocation Policy for Stellenbosch Municipality.

3. DELEGATED AUTHORITY

(FOR DECISION BY MUNICIPAL COUNCIL, EXECUTIVE MAYOR AND MAYORAL COMMITTEE, PORTFOLIO COMMITTEE, EXECUTIVE MANAGEMENT, ETCETERA)

Council

4. EXECUTIVE SUMMARY

The application is for Council to approve the Housing Selection Policy to ensure the proper management of the Housing Demand Database system and that all prospective housing beneficiaries are selected from the Council's Database System. Council has noticed that there is confusion, perceived bias and favouritism in the allocation of houses. There is also widespread dissatisfaction around queue-jumping. Council is also concerned that many people do not understand the procedure for applying for government subsidy houses. It is Council's feeling that allocation procedures for subsidy houses should be transparent and accessible to all the residents of WC024

Council therefore supports the following objectives:

- Promotion of equal access to housing for WC024 residents
- Transparency
- Prevention of unfair discrimination
- Promotion of fair administrative justice
- Apply the principle of "first come first serve"

- Proper recording of all housing applicants

5. RECOMMENDATIONS

- (a) that Council adopt the Housing Allocation Policy as a draft, in principle, and
- (b) that the Housing Selection Allocation for Stellenbosch Municipality, be advertised for public comments where after be resubmitted to Council for final consideration and subsequent adoption

6. DISCUSSION / CONTENTS

6.1. Background

The purpose of this policy is to provide an effective system with uniform, transparent and fair allocation processes for the selection of potential beneficiaries for state subsidised housing projects with the Stellenbosch WC024 area and also to set out responsibilities of all parties involved in the beneficiary allocation process.

The Municipality recognises that it has a duty in terms of, among others, section 26(2) of the Constitution of the Republic of South Africa 1996, Act 108 of 1996 (the Constitution) to take reasonable legislative measures and other measures, within its available resources, to achieve the progressive realisation of the right to have access to adequate housing.

The Municipality further recognises its duty to ensure that the process undertaken to allocate potential beneficiaries is transparent, fair and free from corrupt interferences. In fulfilling these duties the Municipality must have a coherent and clear policy in selecting potential beneficiaries to be assisted from the Municipal Housing Demand Database.

This policy is implemented in furtherance and fulfilment of the Municipality's duties in terms of the Constitution and other legislation as well as related statutory instruments and case law to provide different housing options using different housing subsidy programmes as approved in the national Housing Code, 2009.

6.2 Discussion

The Municipality has an obligation to ensure that it fulfils its mandate as Housing Implementing Agent to ensure that the housing allocation policy complies with the national and provincial housing policies and legislation. The objective is to outline the policy parameters, objectives and procedures which are consistent with the relevant constitutional and legal framework, which is set out in the following broader terms.

Section 26 of the Constitution provides that:

- a) Everyone has the right to adequate housing.
- b) The state must take reasonable legislative and other measures within its available resources, to achieve the progressive realisation of this right

To give effect to this obligation the state has enacted various pieces of legislation including the Housing Act 107 of 1997 (which came into effect on 1 April 1998) which provides that:

“Every municipality must, as part of the municipality’s process of integrated development planning, take all reasonable steps within a framework of national and provincial housing legislation and policy, ensure that the inhabitants of its area of jurisdiction, have access to adequate housing on a progressive basis and necessary steps within the framework of national and provincial human settlements legislation and policy to:

- a) Ensure that the inhabitants of its area of jurisdiction have access to adequate housing on a progressive basis, set out housing delivery goals in respect of its area of jurisdiction, identify land and designate land for housing development

The functions in section 9 of the Housing Act must be viewed within the context of policy guidelines as set out in the White Paper on Housing (1994) which outlined the following fundamental policy principles for the achievement of Section 26 of the Constitution that housing provision should be:

- a. People centred development and partnerships which will ensure that the human settlement process will be participatory and decentralised allowing effective response to priorities and enable all role players to take part in the process’
- b. Fair and equitable in ensuring that people with special needs, the disabled, the aged , single parent families without formal tenure rights, inhabitants of hostels, youth and other people with special needs are accommodated. This must occur within a framework that gives appropriate attention to the needs in both urban and rural contexts.
- c. Promoting transparency to guard against inequitable systems, in which some segments of the population benefit more than the others. Coupled with transparency there should be systems that monitor progress and ensure accountability”

6.3. Financial Implications

There is no financial implications should the recommendations as set out in the report be accepted.

6.4 Legal Implications

Although not exhaustive, the following legislation and policies apply to this draft policy:

- ❖ Constitution of the Republic of South Africa, 1996 (Act No 108 of 1996)
- ❖ National Housing Act 107 of 1997;
- ❖ National Housing Code 2009.
- ❖ Rental Housing Act, 1997 (No 107 of 1997)

6.5 Staff Implications

This report has no staff implications to the Municipality.

6.6 Risk Implications

This report has no risk implications for the Municipality.

6.7 Comments from Senior Management:

Comments from Internal Departments of the Municipality will be obtained simultaneously with the public participation process.

ANNEXURES**Annexure A: Draft Housing Allocation Policy****FOR FURTHER DETAILS CONTACT:**

<i>NAME</i>	ROTANDA NONA SWARTBOOI
<i>POSITION</i>	<i>MANAGER: HOUSING ADMINISTRATION</i>
<i>DIRECTORATE</i>	<i>PLANNING AND ECONOMIC DEVELOPMENT</i>
<i>CONTACT NUMBERS</i>	021 808 8757
<i>E-MAIL ADDRESS</i>	Rotanda.Swartbooi@ Stellenbosch.gov.za
<i>REPORT DATE</i>	

ANNEXURE A



STELLENBOSCH MUNICIPALITY
DRAFT HOUSING ALLOCATION
POLICY

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1. DEFINITIONS

2. INTRODUCTION

2.1 Legal Framework

2.2 Guiding Principles

3. INTERGRATED APPROACH TO HUMAN SETTLEMENTS

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CHAPTER 2: ALLOCATION POLICY GREEN FIELDS DEVELOPMENTS

CHAPTER 3: ALLOCATION POLICY: MUNICIPAL PUBLIC RENTAL STOCK

3.1 PREVENTION OF ANTI-SOCIAL BEHAVIOUR BY TENANTS: PUBLIC RENTAL STOCK

3.2 EVICTIONS: MUNICIPAL PUBLIC RENTAL STOCK

CHAPTER 4: ALLOCATION POLICY AFFORDABLE HOUSING

CHAPTER 5: INSTITUTIONAL ARRANGEMENT

1. DEFINITIONS

In this Policy, the following words shall, unless otherwise stated or inconsistent with the context in which they appear, bear the following meanings:

‘Approved Beneficiary’ – A beneficiary whose application for a housing subsidy has been approved by the Provincial Department of Human Settlements.

Aged - meaning any person / household who receives and qualifies for a state pension (60 years and older).

Anti-social behaviour -can be described as people who persistently destabilise the community through the illicit sale of drugs, liquor without a licence and gang related activities.

Basic municipal engineering services – limited to water services, sanitation services, access roads and open lined storm water systems provided on a share base in a dense settlement pattern.

Beneficiary – Member of the public who has completed a registration for assistance to acquire a house from the variety of housing options available through the National Housing Programmes, and whose details have been captured on the National Housing Needs Register.

Capacity to contract- means that the person must be 18 years of age or older, and be mentally sound.

Catchment area- The geographic area surrounding a town designated by the municipality for a project (e.g. farms surrounding the area)

Core Household- The minimum sized household eligible for a housing subsidy as prescribed by the national Housing Code.

Disabled – member of a household who receives a permanent disability grant from SASSA until the person reached the old aged grant (pensionable age of 60).

Financial dependent – Minor biological children, adopted children, foster children, children 18 years and over who are studying AND financially dependent, biological parents and grandparents, parents and grandparents in-law, siblings under 18, siblings 18 and over who are financially dependent, extended family members who are financially dependent (Nation Housing Code).

Guardian- Any person legally appointed by a Court of Law or on recommendation by the Social Welfare Department to be the guardian for minor children left in occupation of the property.

Housing Allocation – Allocation of a new state subsidised house or rental unit to a specific applicant who has met the selection criteria for the dwelling or project.

Household income- means the gross income of the prospective tenant and his/her spouse.

Household members- any person other than children and grandchildren who formed part of the family when the tenancy commenced or was subsequently registered as household members by having been born, legally adopted or fostered into the family. This includes brothers, sisters, nephews, nieces, cousins, grandchildren, uncles, aunts and friends.

Housing Demand Database (the Database) – The Housing Demand Database is the Municipality’s integrated housing database comprising the consolidation of all the legacy waiting list or housing database and lists of the different areas and towns within the Municipality.

Housing Opportunities – Housing opportunities include the full spectrum of opportunities available in terms of the Integrated Residential Development Programme and includes the allocation of serviced stands to households that do not qualify for housing subsidies.

Housing Projects – Housing projects undertaken by the Municipality in terms of the National Housing Programmes (UISP, IRDP, CRU, EHP, PHP).

Housing Waiting List – Housing Waiting List are subsets of Housing Databases.

Integrated Residential Development Programme – A National Housing Programme based on an area- wide development orientation and the de-linking of subsidy beneficiaries from project process.

Location preference- A data field on the database indicating the area/location in which the individual or household prefers to reside.

Meaningful Engagement – Affected communities/individuals must be engaged in relation to the impending removal, in order to ensure that all relevant personal circumstances are taken into account in the process.

Municipality- Stellenbosch Municipality

Policy – The policy set out in this document, as amended from time to time.

Prescribe form – The application form/affidavit attached to this Policy for emergency housing assistance.

Professionally Declared – The professional opinion and recommendation of a consultant who specialize in that field of expertise.

Project Town- The town in which a particular project is undertaken and for which beneficiary selection is being considered.

Registration date ordering- The ordering of database entries (eligible for subsidy) from earliest to latest registration date proxy for the purposes of selecting beneficiaries for a project.

Selection Criteria – Selection Criteria are the factors of parameters used in selecting a set of applicants from housing demand database for housing opportunities.

Spouse- means any partner with whom a prospective tenant habitually cohabits.

Target Community – Target community is the specific group of potential beneficiaries that might benefit from a new housing project. By implication, the target community is project specific.

Vulnerable – Meaning, any person/household living in dangerous circumstances (which is life-threatening), dilapidated structures (not informal structures), gross overcrowding.

2. Introduction

Council has approved the housing pipeline which forms part of Stellenbosch Integrated Development Plan as an attempt to expedite housing delivery to its households in need of housing within its jurisdiction.

The cornerstone of this policy is:-

- (a) The focus on creating partnerships between the various spheres of government, the private sector and communities
- (b) The quality and affordability of the housing delivered, is of central importance; and
- (c) The focus on creating a wholesome living environment conducive to attracting private investment.
- (d) Management and control of the spread of informal settlements, land invasion and evictions from land, and
- (e) Promotion of integrated housing development, and
- (f) The equitable, non-discriminatory administration of housing issues, including housing provision to the people living with disabilities and the aged
- (g) Registration of all Stellenbosch residents' applications for housing assistance into an online housing demand database system.

It is Council's view that this housing allocation policy complies with the national and provincial housing policies and legislation. Its objective is to outline the policy parameters, objectives and procedures to be followed in addressing the above issues.

2.1 Legal Framework

Although not exhaustive, the following legislation and policies provide the appropriate legislative framework within which the Stellenbosch Housing Administration Policy is drafted:

- Constitution of the Republic of South Africa, 1996 (Act No 108 of 1996)
- Prevention of Illegal Eviction from and Unlawful Occupation of Land Act, 1998 (Act No19 of 1998)
- Extension of Security of Tenure Act, 1997 (Act No 62 of 1997)
- Municipal Systems Act, 2000 (Act No 32 of 2000)
- Local Government Municipal Finance Management Act, 2003 (Act No 56 of 2003)
- Housing Act, 1997 (No 107 of 1997)
- Rental Housing Act, 1999 (No 50 of 1999)
- National Housing Code, 2009
- National Environment Management Act, 1998 (No 107 of 1998)
- Land Use Planning Ordinance, 15 of 1985

2.2 Guiding Principles

The following principles serve as guides in the implementation of Stellenbosch Municipality's Housing Allocation Policy:

Sustainability

Promotion of the establishment of socially and economically viable communities and safe and healthy conditions for human settlement while ensuring that residential developments do not impact adversely on the environment.

Fairness and Equity

Housing development shall promote equal access to opportunities as well as promote equity in respect of race, gender, religion and creed.

Integration

Integration social, economic, institutional, physical and environmental issues in the development of sustainable human settlements whilst ensuring the new developments lead to the integration of urban and rural areas in support of one another.

Affordability

Residential development shall be economically, fiscally, socially, financially affordable, sustainable.

Innovation and Choice

Promoting innovative responses that increase the availability of choice and variety to the consumer.

Combating Urban Sprawl

Ensuring that new developments contribute to the compaction of towns and are contained within the urban fringes as defined in the Spatial Development Framework of the municipality.

Community Participation

Ensuring that affected communities actively participate in the development process.

Empowerment

Ensuring that development incorporate capacity building programmes that promote the utilisation of local skills and resources, as well as the participation of previously disadvantaged communities.

Habitability

Only suitable land for human occupation shall be considered for housing development.

Proximity to Economic Opportunities

Land for housing shall be ideally located next to economic opportunities to lessen the transport costs to residents accessing their places of work.

Quality

New housing development shall comply with the minimum quality standards.

Environment friendly

Promoting the utilisation of environment friendly resources and design that focus on energy.

Nature Centred Development

Creating synergy between man-made and ecological systems through the continuation of green spaces in human settlements and the utilisation of environmentally friendly resources and designs that focus on energy saving.

Human Centred Development

Ensuring that the developmental needs and activities of people living in settlements are catered, for and that opportunities for people to achieve their full potential through their own efforts are maximized.

Integrated approach to Human Settlements

It is Council's view that,

- Housing development shall be located closer to economic opportunities
- Housing development shall lead to the compacting of the towns and avoid urban sprawl
- Housing development shall be integrated with other municipal services – social, economic and infrastructure to establish sustainable human settlements
- All housing developments (low, middle and high-income) within the Municipality shall be approved by Council in line with the provision of the Human Pipeline, the Spatial Development Framework (SDF) and the Integrated Development Plan (IDP).
- All forms of housing developments shall be promoted
- Municipal departments be coordinated to work together in planning and implementing housing projects
- The promotion of middle and high-income housing will in turn generate resources to improve low-income areas
- Equal preference be given to urban and rural development projects
- To promote environmental sensitive and energy efficient housing

2.3 Establishing an Integrated approach to human settlements

Council shall make available land for human settlement for Greenfield development, infill planning urban renewal or in-situ upgrading projects and prioritized in the Housing Pipeline, the Spatial Development Framework and the Integrated Development Plan of the municipality.

- 2.3.1 Council shall support and participate in, where feasible, the development of a variety of high, middle and low-income residential developments which combine single residential as well as cluster housing on both Greenfield and Urban renewal, in-situ upgrading of infill planning sites.
- 2.3.2 All future development proposals shall show how due consideration has been given to social, physical, environmental and economic aspects in the project design. An Environmental Impact Assessment or any other study to support decision-making in this regards may be required from the developer.
- 2.3.3 Council shall support urban developments within the urban fringe. Rural development shall be supported if proven feasible.
- 2.3.4 Council shall support developments that promote the optimum utilization of infrastructure and resources.
- 2.3.5 Council shall support development that is located in close proximity to socio-economic opportunities.
- 2.3.6 New Housing developments shall only be supported if in line with the Housing Pipeline, Spatial Development Framework and the Integrated Development Plan of the Municipality.
- 2.3.7 Projects shall be designed to minimize the negative impact on the environment and environmentally sensitive developments shall get preference.

CHAPTER 1: ADMINISTRATION AND MANAGEMENT OF HOUSING DEMAND DATABASE

1. Application of Policy

This chapter applies to the management and administration of the Housing Demand Database.

Without a credible database Council finds it difficult to know the extent of housing needs within the Municipality. This complicates housing allocations and administration. If housing applications are not systematically recorded and no dedicated officials appointed to handle them, the housing database as well as Council's vision to provide for shelter in a fair and transparent manner as envisaged by the Constitution of South Africa will be flawed.

- 2.1 The aim of the Housing Demand Database is as follows:
 - Promotion of fair administrative justice in the administration of housing allocations
 - Centralisation of all housing information
 - The Housing Demand Database shall serve as the core instrument in the implementation of housing allocation
 - The Housing Demand Database shall serve as a planning tool to human settlements, planning and infrastructure departments

2.2 Management of the housing database

- 2.2.1 The Housing Administration Department has the housing support and demand section which is responsible for the administration of the Demand Database
- 2.2.2 The Western Cape Demand Database and the Council's Database will be used for selection of potential beneficiaries.
- 2.2.3 The Database shall be linked and accessible through computers in the Stellenbosch Municipality Human Settlements offices.

- 2.2.4 The Manager: Housing Administration is tasked with the responsibility to oversee the management of the Housing Demand Database.
- 2.2.5 The Housing Demand Database will be made of the following components:
- Occupants of informal settlements
 - Backyard dwellers
 - Farm workers
 - Applicants for municipal rental housing accommodation
 - Applicants for municipal public rental housing accommodation
 - Middle Income market Group (R7001-R22000)
 - Non-Qualifiers (R3501-R7000)
- 2.2.6 The Housing Demand Database shall be dynamic and flexible to accommodate new needs such as land ownership, enhanced serviced sites, etc.
- 2.2.7 The Housing Demand Database shall be updated regularly as and when new allocations are made during the course of the year and when new applications are received.
- 2.2.8 Auditing of the Housing Demand Database will be undertaken as necessary and when required by the internal auditing department of Council.
- 2.2.9 Housing officials dealing with the Database will access the system through a unique password and all changes effected on the data will be tracked by the authorised employee to ensure credibility of the data and to eliminate tampering with the data.
- 2.2.10 The Manager Human Settlements should ensure there is segregation of duties with the management and administration of the Database.
- 2.2.11 The Database Unit shall update the Housing Demand Database every five (5) years to ensure applicants who no longer reside in the municipal area do not get selected for housing opportunities.

2.3 Assigning registration dates to new entries on the database

A registration date will be given to each individual who completes the necessary documentation required to be entered on to the Database, provided that the individual:

- Does not own fixed property in the municipality
- Is a minimum of 18 years old
- Is a citizen or has permanent residence in South Africa

The registration date is the date at which the municipality accepts the documentation submitted for registration on the database as complete. The municipality will communicate the registration date to the applicant/s and provide him/her with documentary proof of that date. The registration date will remain constant until the applicant/s receive ownership-based housing opportunity.

2.4 Criteria for selection from the Housing Demand Database

- 2.4.1 All persons who want to qualify for state financed housing must complete the standard application form to be registered on the Housing Demand Database.
- 2.4.2 Only applicants who appear on the updated Housing Demand Database will be considered for any state subsidized housing assistance.
- 2.4.3 Completed applications shall be lodged with the Housing Support and Demand Section officials who shall capture the information in the Housing Demand Database (Provincial and Council's).

- a) Application dates are not transferable to other members of a household in any circumstance, especially in circumstances where the person on the database does not qualify for a government subsidy. No database transfers will be allowed.
- b) Financial dependents can only be used once for a subsidy application approval and the necessary supporting documentation (proof of adoption, affidavits if extended family financial dependent) must be provided.
- c) Where a person is living with disability supporting documentation must be provided (doctor/clinic certificate/report and a report from SASSA).
- d) The Housing Administration department will investigate each case in terms of aged and disability status and submit a detail report on the circumstances for approval by Council.

CHAPTER 2: ALLOCATION POLICY-GREEN FIELDS DEVELOPMENTS

1. General Mechanisms

Selection will be done strictly on the active entries on the Housing Demand Database and the principle of “**first come first serve basis will be applied**”.

2. Selection Criteria

Selection will be done based strictly on the active entries on the Housing Demand Database registration and the principle of “first come first serve basis” will be applied. Allocation of housing subsidies shall comply with the provision of the Housing Act, the Housing Code, the Provincial and Municipal Housing Policies.

2.1 Housing allocation shall be decided on a first come first serve basis (selected in order which they were registered on the database) subject to the provisions below:

Applicants shall be Stellenbosch Municipal area residents for a period not less three (3) years

- a) The principle of “first come first serve” shall apply
- e) The **aged and people with disabilities** shall be prioritised without unduly undermining the principle of “first come first serve”
- f) In a project 40% of the opportunities in the project component will be allocated to applicants on the waiting list residing in the project town including its wards.
- g) 20 % will be allocated to residents of WC024 on the Housing Demand Database.
- h) 10% of opportunities will be allocated to households in emergency as defined in the Emergency Assistance Housing Policy.
- i) 10% of opportunities will be allocated to farm workers.
- j) 20% will be allocated as a right-sizing to elderly residents (ages from 55 and above) and indigent tenants residing in the Public Municipal Rental Units as a form of right-sizing and allowing economically active applicants to occupy those flats for financial sustainability of Council. The final allocation for this category will be approved by Council for each project.
- k) Applicants will only be eligible for selection in a project if they have updated “**their status**” on the Housing Demand Database on the year preceding the project.

2.4.5 After an application has been approved, the Municipality shall inform the applicant through any of the following:

- a) A letter, where an address has been provided in the application form.
- b) A telephone call/SMS/email.
- c) A fax, where a fax number has been provided.
- d) Notice on the notice boards of the Municipality and its satellite offices.

2.4.6 The full list of approved allocations will be displayed on notice boards at municipal offices for transparency purposes and for comments by the public.

CHAPTER 3: ALLOCATION POLICY: MUNICIPAL PUBLIC RENTAL STOCK

1. OBJECTIVES

The objectives of this chapter are to:

- Provide rental accommodation to those citizens of Greater Stellenbosch whose gross monthly household income does not exceed R7 000;
- Eliminate unfair discriminatory practices, if any exist;
- Promote and apply the principle of fair administrative justice; and
- Ensure that each and every pre-allocation step of the administrative and procedural actions is complied with.

2. PRINCIPLES

Vacant rental units to be allocated only to applicants on the Housing Demand Database according to date of application, taking into account the following prescriptions regarding to the size of the family:

- One bedroom unit : A household with 2-3 members
- Two (2) bedroom unit : A household with 4-6 members
- Three (3) bedroom : A household with 5-8 members

2.1 The Municipality renders a fair and efficient service to its housing tenants.

2.2 There should be fair allocation of rental stock according to set and agreed procedures.

2.3 All existing public housing will be regarded as such, with no third-party having influence on any allocation.

2.4 The lease automatically terminates on the death of the tenant. The matter is then dealt with in terms of the policy in respect of transfer of tenancies or unlawful occupation, whichever is applicable.

2.5 Transfer of tenancy will be dealt with in the following order of succession to a qualifying:

- spouse;
- child;
- grandchild;
- sibling;
- relative; and
- other household member.

2.6 The income limit for persons in occupation of an existing rental property shall be a household income not exceeding R7 000.00 p.m. as categorized under the eligibility criteria.

2.7 Prospective tenants and tenants transferring to alternative accommodation must qualify in terms of the eligibility criteria.

3. ELIGIBILITY CRITERIA

All prospective tenants must qualify in terms of the following eligibility criteria:

3.1 Must be a South African citizen with a valid identity document or have a permanent residency document.

3.2 Must have the capacity to contract.

3.3 Must have an active status registered application captured on the housing demand database.

3.4 Must not be current registered property owner/s at the time of allocation.

3.5 Gross household income must be less than R7 000.00 p.m.

3.6 The rental fee should not be more than 25% of income.

3.7 In cases of a need for emergency housing arising Manager: Housing Administration can accommodate families as a matter of priority. This to be done after submitting an urgent report and its approval by the Mayoral Committee.

4. TRANSFER OF TENANCY AND EXCHANGE OF RENTAL UNIT

Transfer of tenancy takes place in instances where the tenant has died, divorced, vacated or relinquished the tenancy and people have remained in occupation of the property.

4.1 Transfer of Tenancy to Spouse

4.1.1 Due to death of tenant

- The tenancy may be transferred to the spouse on the death of the tenant.
- Tenancy commences the day following the death of the tenant.
- Where the tenant and spouse were married in community of property, half the arrears shall be transferred to the new account.

4.1.2 Due to divorce

- The tenancy will be allocated to the spouse who has been granted custody of the minor children of the marriage or, in the case of joint custody, to the spouse whose home is the primary residence of the minor children.
- Where the parties received joint custody of the minor children, the tenancy will be decided by mutual agreement of the parties failing which they will be required to produce an amended divorce decree insofar as the occupation of the premises is concerned.
- Where there are no minor children to be considered, the tenancy will be decided by mutual agreement of the parties failing which they will be required to produce an amended divorce decree insofar as the occupation of the premises is concerned.
- Any exceptions to the above will be dealt with on merit.
- Where the tenant and wife were married in community of property, half of the arrears shall be transferred to the new account.

4.1.3 Due to separation after cohabitation or traditional marriage

The tenancy may be transferred to the partner of the tenant who is in occupation of the unit after a period of absence by the tenant of more than three months.

The tenancy commences the day following the date that the affidavit (confirming the absence of the lessee) is submitted.

Half of the arrears will be transferred to the new account.

4.1.4 Due to desertion

The tenancy may be transferred to the partner in occupation after having followed the due process of the Law.

Where the tenant and spouse were married in community of property, half of the arrears will be transferred to the new account.

4.1.5 Due to separation after customary marriages

The tenancy may be transferred to the partner in occupation after a period of absence by the tenant of more than 3 months or on producing a divorce certificate and/or affidavit e.g. Talaq.

Tenancy commences the day following the date of the divorce, or the day following the date that the affidavit (confirming the absence of the lessee) was submitted, whichever date is the earlier.

Half of the arrears will be transferred to the new account.

4.1.6 Transfer of tenancy to sole occupant (Child, Household Member)

Transfer of tenancy to a sole occupant may be considered if:

- (a) The person is a household member.
- (b) The person has been in occupation with the tenant for an unbroken period of two (2) years prior to the tenant having died/vacated subject to substantive proof being provided. Consideration may be given to cases where absence was through circumstances beyond his/her control.
- (c) Persons who are not in occupation at the time of the termination of the tenancy may be considered on the merits of the case.
- (d) The tenancy commences on the day following the death of the tenant, vacation by the tenant or relinquishing of tenancy.
- (e) If the person is over-housed in a non-saleable unit, he/she must be right-sized where possible. Should the offer of right-sizing be refused, notice will be served on the occupant to vacate the premises. The household member may purchase the dwelling if saleable.
- (f) The rent arrears will be dealt with in accordance with appropriate legislation.

4.1.7 Transfer of tenancy to children (including grandchildren) or household member

(a) The person is of legal age and had been in occupation with the tenant for an unbroken period of two (2) years prior to the termination of the tenancy subject to substantive proof being provided. Consideration may be given to cases where absence was through circumstances beyond his/her control.

(b) Persons who are not in occupation at the time of the termination of the tenancy may be considered on the merits of the case.

(c) The person is not of legal age and has been in occupation with the tenant for an unbroken period of two (2) years prior to the termination of the tenancy subject to substantive proof being provided, except in the case of circumstances beyond his/her control. There is a guardian residing on the property who undertakes the responsibilities of the lease on behalf of the child until he/she becomes eligible.

(d) The tenancy commences on the day following the death of the tenant, vacation by the tenant or relinquishing of the tenancy.

(e)The rent arrears will be dealt with in accordance with appropriate legislation.

4.2 Exchange

4.2.1 Tenants who require an exchange to another dwelling must themselves find a tenant who is prepared to exchange dwellings. Such exchanges are dealt with administratively by the Housing Administration Office. Should there be no complicating factors such as co-tenants, rental arrears or maintenance to be done the exchange may be considered;

4.2.2 Applications for transfer to ground level units, due to mobility handicapped and poor eyesight are considered by the Manager: Housing Administration;

4.2.3 Consideration will be given to special needs applicants in the immediate vicinity of the vacant rental unit.

5. Rentals

5.1 Rentals charged

Where the tenancy is transferred to a spouse, the rental will be determined in accordance with the terms and conditions of the Financial Policy adopted by Council.

In case of transfer of tenancy to other household members, guardians or single persons, the rental charged will be the full Economic Rental. In cases where the household income exceeds R7 000.00, the 8 % surcharge will be added to the rental.

5.2 Other occupants

Other occupants will be dealt with in terms of the proposed Unlawful Occupation Policy for Rental Accommodation.

6. GENERAL COMMENTS

Any deviations from the above will be left to the discretion of the Director: Planning and Economic Development and Manager: Housing Administration.

Persons who are not in occupation at the time of the termination of the tenancy may be considered on the merits of the case.

All lease agreements will be for a fixed term of five years, after which it may be renewed.

6.1 RENT FORMULA/AFFORDABLE RENT

6.1.1 The rental to be paid will be charged in terms of Council policy and budgets applicable for that particular financial year.

6.1.2 All households who rent a unit will pay a deposit based on the tariffs for that particular financial year.

6.1.3 Councillor/s of any Local Authority, Members of Provincial or National legislatures and/or employees of any Government department or any person/s who earns more than R7500 must be charged market-related rent.

6.1.4 The above charges include all other municipal services and charges excluding water and electricity.

6.1.5 Rental is payable monthly in advance

7. Dealing with Evictions-Rental Stock

7.1 POLICY FRAMEWORK IN RESPECT OF UNLAWFUL OCCUPATION OF COUNCIL RENTAL UNITS.

7.1.1 PRINCIPLES

7.1.2 An unlawful occupant is a person who:

- has moved into a vacant municipal rental unit without Council's authorization, or
- has forced the legal tenant out of a municipal rental unit, or
- has been left behind by a vacating tenant or when the tenant dies and is not a family member of the original household (includes families living in backyard structures)

7.1.3 Children of former tenants who move into their parent's municipal rental unit will not be considered as unlawful provided that:

- a) They can show that they have lived in the municipal rental unit for a period of not less than 24 months (unbroken) prior to the termination of the tenancy.
- b) They can prove that their absence from the unit was due to economic reasons and are actively contributing to the livelihood of the tenant (working out of Town).
- c) They are not in occupation of other Council owned dwelling
- d) Doubtful cases will be referred to the Manager: Human Settlements for adjudication after an inspection was undertaken and a report was tabled to the Manager.

7.1.4 In dealing with unlawful occupants, Council will ensure that the rights of the occupants are not undermined.

7.1.5 Unlawful occupants will be dealt with in terms of set administrative procedures.

7.1.6 Council will not consider any illegal occupant for legalization provided the court of law dictates otherwise: In such an instance the Manager: Housing Administration will set an eligibility criteria of legalization.

7.2 ADMINISTRATIVE PROCEDURES: UNLAWFUL OCCUPANT:

7.2.1 A home visit must immediately be conducted after a report is received or it is suspected for any reason that there is an unlawful occupant in occupation to establish the following:

- a) Date the tenant vacated or died.
- b) Those persons who are members of the tenant's household and who may have claim to the tenancy are no longer in the dwelling.
- c) Ascertain the date unlawful occupant moved into the dwelling.

7.2.2 The unlawful occupant/s details are checked and any special circumstances pertaining to the occupant/s noted (e.g. invalids, terminally ill persons, health stricken, pregnant persons, Wheelchair-bound persons, whether the household is headed by a women, whether there are a Minor-children, elderly, whether they are employed, etc.)

7.2.3 At the interview, the unlawful occupant must be advised about his/her rights as well as the implications of the illegal occupancy.

7.2.4 The unlawful occupant will be given a maximum of 14 days, notice letter or sent by registered post to vacate the premises of face eviction.

7.2.5 After the 14 days notice period a process of meaningful engagement will be followed to discuss options not to render the unlawful occupant homeless.

7.2.6 Where no agreement can be reach with the unlawful occupant or all alternatives have been explored and eviction is the only option, Council's attorney will be instructed to institute the required proceedings for the eviction.

7.2.7 The same process (notification, interview and meaningful engagement, (eviction) will be followed against a tenant who is responsible for anti-social behaviour.

8. PREVENTION OF ANTI-SOCIAL BEHAVIOUR BY TENANTS OF MUNICIPAL RENTAL HOUSING STOCK

8.1 PREAMBLE

Stellenbosch Municipality recognises that it has a duty in terms of, among others, section 26(2) of The Constitution of the Republic of South Africa Act, 1996, (Act 108 of 1996) to take reasonable legislative and other measures, within its available resources, to achieve the progressive realisation of the right to have access to adequate housing. The Municipality further recognises its duty to assist persons who are destitute and in desperate need of housing.

However Council also recognizes that it has a duty to promote a safe and healthy environment for all who lives within its geographical area of operation? In fulfilment of these duties the Municipality has developed strategies to address needs of the community, but this is subject to the balance being maintained between both duties, referred to above, which is included within the Constitution. This Policy is implemented in furtherance and fulfilment of the Municipality's duties in terms of the Constitution and other relevant legislation as well as related statutory instruments and case law.

8.2 PURPOSE

The purpose of these implementation guidelines will enable the Municipality to prevent and deal with the occurrences of the anti-social behavioural patterns within municipal rental housing stock.

8.3 RELEVANT LEGISLATION

- Constitution of the Republic of South Africa Act, 1996 (Act 108 of 1996).
- Criminal Procedure Act, 1997 (Act 51 of 1977)

8.4 GLOSSARY OF ANTI-SOCIAL BEHAVIOUR

There is no precise definition of anti-social behaviour in housing. Broadly, it is acting in a way that causes or is likely to cause harassment, alarm or distress and even criminal activities, which affects neighbouring tenants.

In order for it to be deemed anti-social behaviour, such behaviour must be persistent in nature.

Anti-social behaviour must be seen to include, but not limited to:

- (a) Sub-letting of the rental units;
- (b) Causing noise pollution;
- (c) Engaging, on the premises or in the rental unit, in the unlawful personal usage of dependency-forming substances and/or drugs;
- (d) Engaging, on the premises or in the rental unit, in the unlawful sale of dependency-forming substances and / or drugs to persons who are users of such substances and / or drugs;
- (e) Engaging, on the premises or in the rental unit, in the unlawful sale of alcoholic beverages to Persons who are users of such alcoholic beverages;
- (f) Possession, usage and / or trafficking dependency-forming substances;
- (a) Intimidation of neighbours and others through threats or actual violence;
- (b) Harassment, including racial harassment;
- (c) Verbal abuse;
- (d) Homophobic behaviour;
- (e) Systematic bullying of children on public recreation grounds;

- (l) Abusive behaviour aimed at causing distress or dear to certain people, for example, elderly or disabled people;
- (m) Dumping of rubbish and other items;
- (n) Animal nuisance, including dog fouling;
- (o) Vandalism, property damage and graffiti; and
- (p) Criminal activities as described in the South African Criminal Procedures Act.

8.5 IMPLEMENTATION GUIDELINE

8.5.1 When a report / complaint is received that a tenant, a member of his/her household, a relative, a friend or an associate commits or committed any of the transgressions described under clause 3 above, on the premises or in the rental unit, the recipient of the report to ascertain the exact address where the transgression is occurring or has occurred.

8.5.2 Upon establishing the identity of the tenant and that the transgression has indeed occurred at the address of the tenant, a letter is then sent inviting the tenant to call the Housing Administration Department. The interview with the tenant is followed up with a letter confirming the interview and the contents thereof:

- (a) During the course of the interview, the tenant is advised of the nature of the complaint/transgression, and the implications, if the report /complaint is found to be true; The source of the report / complaint shall neither be included or divulged to the tenant
- (b) nor recorded in the tenant's file;
- (c) Upon receipt of a second and third report /complaint from the previous or different reporter(s) the tenant shall be served with a letter, warning him/her of the alleged abuse of the premises or rental unit and the degree of criminality attached to the transgression;
- (d) A letter shall be simultaneously forwarded, by the Manager:Housing Administration to the South African Police Services (SAPS) requesting:
 - i. An investigation of the alleged transgression(s); and
 - ii. A raid at the address concerned if *prima facie* evidence exists.
 - iii. An enquiry should be made to SAPS, as to whether they have any convictions against anyone residing at this address.
- (e) In the event of the SAPS' response that no record of convictions exist and reports / complaints are still being received by the Housing Department, a strongly worded letter must be forwarded to the tenant appealing to the tenant to desist immediately from continued illegal practices on the premises or in the rental unit;
- (f) If more than six months have elapsed since the last report/complaint against the tenant, another letter should be sent to the tenant as a reminder of the reports/complaints against him/her;
- (g) In the event, however, that the SAPS confirms convictions against anyone residing at that address, a detailed report must be forwarded immediately to the Manager: Housing Administration, setting out the activities of the tenant or anybody else residing at that address as well as any convictions against of the tenant or co-habitant. A recommendation for the eviction of the tenant must accompany the report to the Director: Community Services
- (h) If the Director approves the recommendation for an eviction, the tenant must be served with three (3) months' notice to vacate the rental unit, commencing on the first day of the

month. The tenant should be allowed to make representation, why he/she should not be evicted. The notice shall be sent by registered post and shall include and advice that the tenant shall not be considered for re-housing in public rental stock.

- (i) If the tenant fails to respond or vacate the unit by the expiry date of the notice, the matter shall be referred to the municipality's attorneys for an application for an eviction order at court and, if successful, the Sheriff of the court must attend to said eviction. The tenant shall be liable for all cost incurred to effect the eviction.
- (j) Tenants who were evicted as a result of anti-social behaviour or associated misconduct shall not be considered for re-housing in public rental stock.
- (k) A copy of this chapter of the Housing Administration Policy will be attached to a rental agreement for signature and discussion with the tenant.

CHAPTER 4: POLICY ON AFFORDABLE HOUSING

Institutions and developers use their own selection processes

Housing institutions and developers making use of government subsidies must be allowed to run their own selection processes provided these processes are reasonable.

6.1 Projects open to all qualifying across the municipality

The municipality should ascertain that the selection processes run by housing institutions are adequately understood by the citizens of the municipality and uniformly applied across the municipality. All the citizens in the municipality who meet the housing institution's entry requirements should potentially be able to benefit.

6.2 Registration date ordering applied by municipality on developer's list where effective demand is greater than supply

Where the number of the individuals/households meeting the housing institution's or the developer's minimum selection criteria is greater than the number of units supplied in the project under consideration, further selection of individuals/households on the housing institution' or developer's list should occur in order of registration.

CHAPTER 5: INSTITUTIONAL ARRANGEMENT

The responsibilities laid out below pertain to all project component types, except where indicated.

2.5.1 Council

The Council is responsible for:

- Adopting and reviewing, by resolution, the Municipality's Housing Selection Policy
- Monitoring the implementation of the Housing Selection Policy

2.5.2 Municipal Manager

The Municipal Manager is responsible for implementing this Housing Selection Policy.

To enable implementation, the Municipal Manager establishes the required roles and responsibilities as follows:

2.5.3 Director: Planning and Economic Development (referred to as "Director")

The Director has the following roles:

- Recommending the method for selecting beneficiaries for relocating in relocation project components to the council for decision making
- Issuing instructions to the Manager: Housing Administration about how the Housing Selection Policy will be implemented for each project.
- Reporting to the Council on a quarterly basis on how the selection broadly occurred within the affected housing projects i.e. the number of opportunities in the project, the quotas used, the number of opportunities within each quota, the nature of selection parameters and dimensions of the selection parameters, if used.

2.5.4 Manager: Housing Administration

The Manager: Housing Administration has the following general roles:

- Generally ensures that all processes required for selection in the project component as laid out in Policy occur.
- With his/her support staff, manage the process of public comment on preliminary lists, deal with queries of the public directed towards him/her where possible by referring any queries to the appropriate officials and informing members of the public about the responses.
- Institutional and affordable housing project components, the Manager: Housing Administration will manage the process of providing lists of possible beneficiaries to housing institutions/developers and / or ordering applicants according to date of registration on the Municipal Housing Demand Database should the social housing institution or developer require this.
- Should registration date ordering be required, the institution or developer will submit names and ID Numbers of the individuals or households on its list to the Manager: Housing Administration for ordering according to the registration date and receive the list back.

2.5.5 Beneficiary Committee/Social Compact

For the relocation project, the Beneficiary Committee/Social compact will develop recommendations for how selection within the relocation project will occur, and submit these to the Project Manager who will in turn make a recommendation to the Director.

The Municipality will establish the Beneficiary Committee/Social Compact by placing an advert in the local community Newspaper and Municipal Offices calling on interested parties to be part of the establishment of a Project Steering Committee/Social Compact. A community meeting will then be called for the election of the Beneficiary Committee/Social Compact. The Beneficiary Committee/Social Compact will be elected at a public meeting called by the Municipality and will comprise representatives from the following stakeholder:

- Officials from the Municipality including the Project Manager for the project concerned.
- Representatives from communities in the vicinity of the project site
- Councillors, both ward and PR
- Project consultants

2.5.6 Housing Support and Demand Sub-section

The Manager: Housing Administration will ensure that this section has dedicated officials responsible for updating and administration of the Housing Demand Database. The role of these officials will be to:

- Process application forms from individuals and households for entry onto the database systems.
- Verify and update information.
- Store information contained on the application safely.

- Apply the Selection Policy and selection parameters to the database to select beneficiaries for the project by order of the Manager: Housing Administration.
- Answer any formal queries in writing about any preliminary selection lists that maybe referred to Manager: Housing Administration.
- Keep track of status of entries on the Database, including whether and when database entries have received subsidy or rental opportunity, and the location of such a property.

2.5.8 Contractor or Implementing Agents

Contractors or implementation agents will play no role in selection, except, at the request by the Municipality, to contact individuals or households who have been selected in any primarily selection process.

2.6 Channel for queries about Preliminary Selection

After the Municipality has undertaken pre-screening of the preliminary lists and before the submission of the successful entries on the list to the Department for approval, the Municipality will post the list for public comment.

The details of selected beneficiaries must also appear on Western Cape Housing Demand Database.

The list will be posted for a period of 2 weeks to afford the public to submit objections on the names selected.

The Municipality will have 3 weeks to respond to the queries raised by the public.

2.7 Communication of the Policy

The Municipality will communicate the Selection Policy to the residents of the Municipality at least twice per year during feedback meetings of Ward Councillors. Each housing office will provide information explaining the Policy. The full Policy will be available on request for reading in all Municipal buildings in which the officials of the Municipality will interact with the public in face-to-face manner when requested to do so. The responsibilities of residents to register and annually update information will be made clear, and the consequences of not fulfilling these responsibilities will be explained to them.

Policy owner	
Policy adopted by Council	
Policy implementation date	
Responsibility for implementation	

5.1.2	INTERIM REPORT: DEMOGRAPHIC SURVEY OF BACKYARD DWELLERS OF CLOETESVILLE
-------	--

Collaborator No:

IDP KPA Ref No: *Good Governance*

Meeting Date: **2 October 2019**

1. SUBJECT: INTERIM REPORT: DEMOGRAPHIC SURVEY OF BACKYARD DWELLERS OF CLOETESVILLE

2. PURPOSE

The purpose of this report is to:

- i. inform Council of the backyard structure demographic survey undertaken at Cloetesville,
- ii. provide a copy of the survey report to Council for information purposes **(APPENDIX A)**.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Department: Informal Settlements contracted the services of a consultant to assist with the collection of household information of backyard structure occupants at Cloetesville. Fifteen (15) fieldworkers from the community were initially appointed and trained in demographic data collection.

The actual data collection was conducted by the fieldworkers for a period of 80 days between December 2018 and August 2019. Data collection was conducted mostly during the evenings and on weekends.

The overall purpose of the backyard structure survey was to gather data and information at household level in order to ascertain the profile of households at residing at backyard structure at Cloetesville.

The information gathered at Cloetesville will assist the Municipality in understanding community dynamics as well as developing a credible household profile which will assist in future decision making for all role players concerned. Table 1 hereunder provides the key finding of the backyard structure survey undertaken.

Table 1 Key findings of the backyard structure survey are summarized in below table:

CLOETESVILLE: DEMOGRAPHIC SURVEY SUMMARY	
Township Name	Cloetesville
Actual survey period	Between December 2018 and August 2019
Number of properties visited	1458
Number of households surveyed with backyard structures	477
Households registered on housing	±33.6%

demand database	
Total population	1376 individuals
Average household size	±3 individuals per household
Gender	Males: 38% Females: 62%
Employment	43.3% employment rate 52.9% unemployment rate 3.8% no response
Earning from employment	2.2% earn between R7 000 – R22 000 16.3% earn between R3 501 – R7 000 56.2% earn below R3 500 25.1% did not disclose their income,
Social / Government Grants	% of the residents depends on grants as source of income,
Education	79.9% of Cloetesville residents have attained secondary school education
BASIC SERVICES	
No of household with access to water	72.7%
No of households with access to electricity	76.1%
No of households with access to sanitation	98%

5. RECOMMENDATIONS

- (a) that Council note that the Interim Survey Report was distributed to the Human Settlements Committee; and
- (b) that Council accept the Interim Demographic Survey report of backyard dwellers of Cloetesville for information purposes.

6. DISCUSSION / CONTENTS

6.1 Background

The Department Informal Settlements contracted the services of a consultant to assist with the collection of household information of backyard structure occupants at Cloetesville. The data collection phase was implemented between December 2018 and August 2019.

The broad objectives of the backyard structure survey are as follows:

- Provide the local area with the status quo of demographic information for the surveyed areas;
- Develop a credible profile of backyard structure occupants to assist in future decision making for all stakeholders;
- Determine and understand community needs and dynamics to inform future interventions relating to housing provision and service delivery;
- Make determinations of level of services delivery.

The survey took place in the Cloetesville between December 2018 and August 2019.

The outcome of the survey are presented in 4 sections – Overview, Suburb Information and the Property, Head of Household Information, and Access to Basic Services (**ANNEXURE A**) for a full survey report.

ANNEXURES**Annexure A: Survey Report****FOR FURTHER DETAILS CONTACT:**

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REPORT DATE	<i>17 September 2019</i>

ANNEXURE A



STELLENBOSCH
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STELLENBOSCH BACKYARD DWELLERS SURVEY
(CLOETESVILLE)

2019

FINAL INTERIM REPORT

REPORT BY: GORDON AMOAKO

Tuesday, 20 August 2019

Modified: Tuesday, September 10, 2019

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EXECUTIVE SUMMARY

The survey took place in the Cloetesville between December 2018 and August 2019. A total of 447 households participated in the survey. Of the respondents, 62% were female, and 38% were male.

There were a total of 1376 people living in the backyard structures. The survey showed that a large number of Cloetesville inhabitants were not registered in the housing database, approximately 66%. In light of that, about 94% indicated they have not received any Government RDP housing or subsidy. In terms of the dwelling types, most of the houses are Wendy houses (84.1%). Again, most of the structures in Cloetesville are used as residences (97.1%) and only 1.3% used them as businesses or other.

Most of the heads of them do not received any social or government grant (76.7%). Of those who receive grant, 8.7% and 7.8% are disability and child support grant at respectively. Also, in the majority of the inhabitants at Cloetesville have only completed secondary school (79.9%), with 14.8% having only completed primary school. Only a small number have any tertiary education.

Fifty-five percent (52.9%) of the inhabitants are unemployed. Of those employed, 56.2% earn R3,500 and below every month, whereas 16.3% earn between R3,501 and R7,500 per month. The preferred mode of transport to work, school, and town is walking. 53.7% indicated that they walked to these destinations, 33.1% used public transport, and 6.3% use their own cars.

In terms of access to basic services, a number of backyard dwellers indicated that they have water on the property (72.7%). Majority further indicated that they access this water via tap in the main house (62.4%), or tap in the structure (26.4%). They travelled less than 50 metres to fetch the water (81.9%). Many of the residents also have access to electricity (76.1%), and they access the electricity mainly through the municipality (45.6%) and Eskom (36.7%). Those who do have electricity supplied directly from Eskom or the municipality get their electricity from the main house (6.3%), 3.4% use candles, 1.3% use gas, less than 1% use wood, and less than 1% use paraffin. For sanitation, about 46% and 41% respectively have access to flush toilet inside the

main house, and toilet in house respectively. Finally, the inhabitants acknowledge that the municipality removes their waste for disposal (approximately 95%).

1. INTRODUCTION

The report presents the results of a backyard structure demographic survey in the township Cloetesville, in Stellenbosch. This study will provide insights of the status quo of backyard dwellers in of Cloetesville such as the profile of household data and access to services.

Umtha Strategy Planning and Development Consultancy was appointed through a competitive tender process to provide these services in various formal and informal settlements in the Stellenbosch Municipality. In this study, a survey was conducted in one of the informal settlements, Cloetesville. This study will provide insights of the status quo of backyard dwellers in Cloetesville. The report presents a profile on various aspects of the community including property and suburb information, various dwelling types, access to services – water, electricity, sanitation, and refuse.

Local field workers were employed and trained in the collection and monitoring of data. The collection of data was done electronically using hand-held device that were GPS-enabled in order to capture the geo-location of backyards structures to ensure a level of geographic accuracy.

Overall, the outcome presented should be critical in the planning and service delivery provisions of the Cloetesville community.

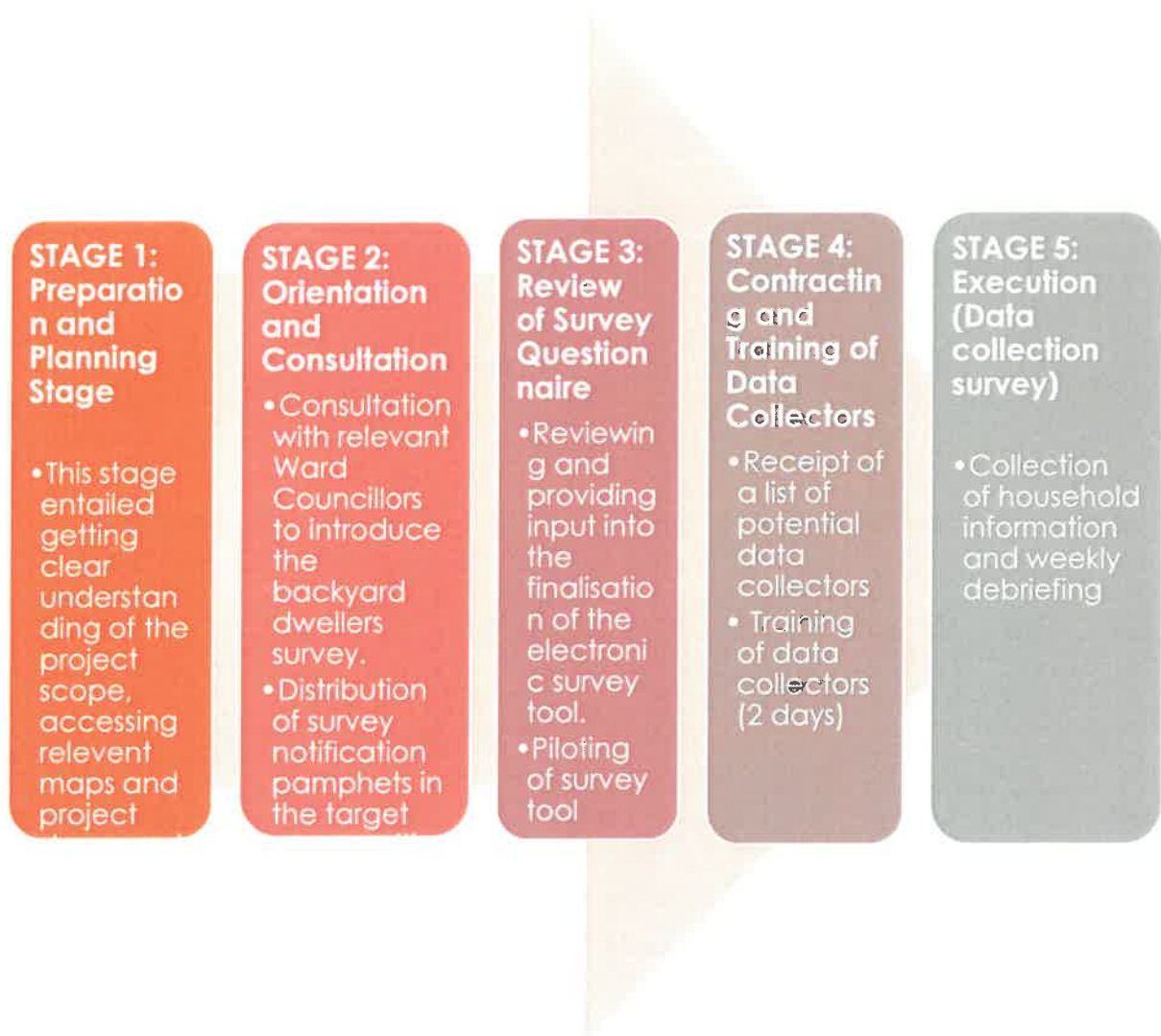
1.1 PURPOSE OF THE STUDY

The broad objectives of the survey are as follows:

- Collect household information at informal settlements/backyard structures to compile and or update the Informal Settlements registry / database,
- Provide the local authority with the status quo of demographic information for the surveyed areas,
- Make projections and determine service delivery shortfalls

- Verify affected informal residents/backyarders during emergencies and disasters.

2. METHODOLOGY



The Population

The population or universe of this survey are all households in backyard dwellings in Cloetesville.

Sample

Based on information on the population of our area of interest, a random selection of respondents was chosen from households. The following conditions were prerequisite for the inclusion of a household in the survey:

- Geo-referenced address
- Property should have a backyard structure

A total of 447 households were surveyed. It is acknowledged that the sample could be prone to errors. The margin of error for the survey is $\pm 4\%$ at 95% confidence interval.

Questionnaire and Data Collection

An electronic instrument developed using Survey123 was used for data collection. Field workers were deployed to these areas to collect the data using Android-enabled smartphones from the December 2018 – August 2019. The field workers were given extensive training in the use of the data collection tool, and other ethics of data collection.

Data Analysis

The data analysis involves descriptive statistics of the data set and a cross tabulation of the variables. The analyses are organised into an overview and four sections, based on the structure of the original questionnaire.

2.1 SURVEY REPORT (ANALYSIS OF HOUSEHOLD DATA)

This segment of the report provides a detailed analysis of demographic survey data collected in Cloetesville.

2.2 DETAILED FINDINGS

A. Context

The survey entailed the collection of socio-economic data – household details including occupants of the structure, employment status, income, health, education and provision of services – in order to understand community needs, and priorities.

Overview

A total of 448 individuals belonging to the households were surveyed in Cloetesville. Of the total number, 169 were male, accounting for 38%, and 278 were female, accounting for 62%.

Category	Number	%
Male	169	38%
Female	278	62%
TOTAL	447	100%

Table 1: Summary of male and female respondents

3. Suburb and Property Information

The data showed that a total of 1376 people live in these backyard structures. Majority of the occupants indicated that they were biological dependants of the main occupant.

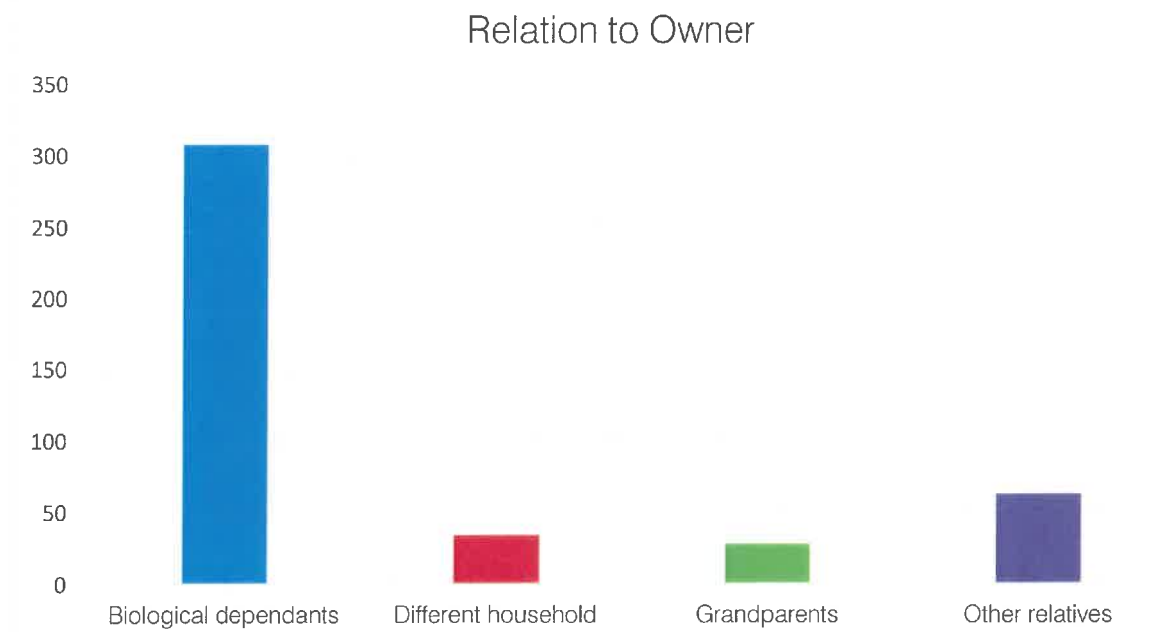


Figure 1: Relation to owner

The data further showed that majority of the people have lived in the area for more than 5.

How long have you stayed at this address/area?
3-4 years
30
6.7%

5-10 years	89	19.9%
More than 10 years	286	64.0%
1-2 years	25	5.6%
Less than 1 year	9	2.0%
No Response	8	1.8%
TOTAL	447	100.0%

Table 2: Summary of number of years respondents have lived in the area

The number indicating, they have lived there between 5 -10 years were 286, which represented 69.9%; 89, representing 21.8% have lived there for between 3 -4 years, 25, representing 6.1% indicated 6.1% have lived there for more than 10 years, and 9 respondent, representing 2.2% have lived there for 1 – 2 years.

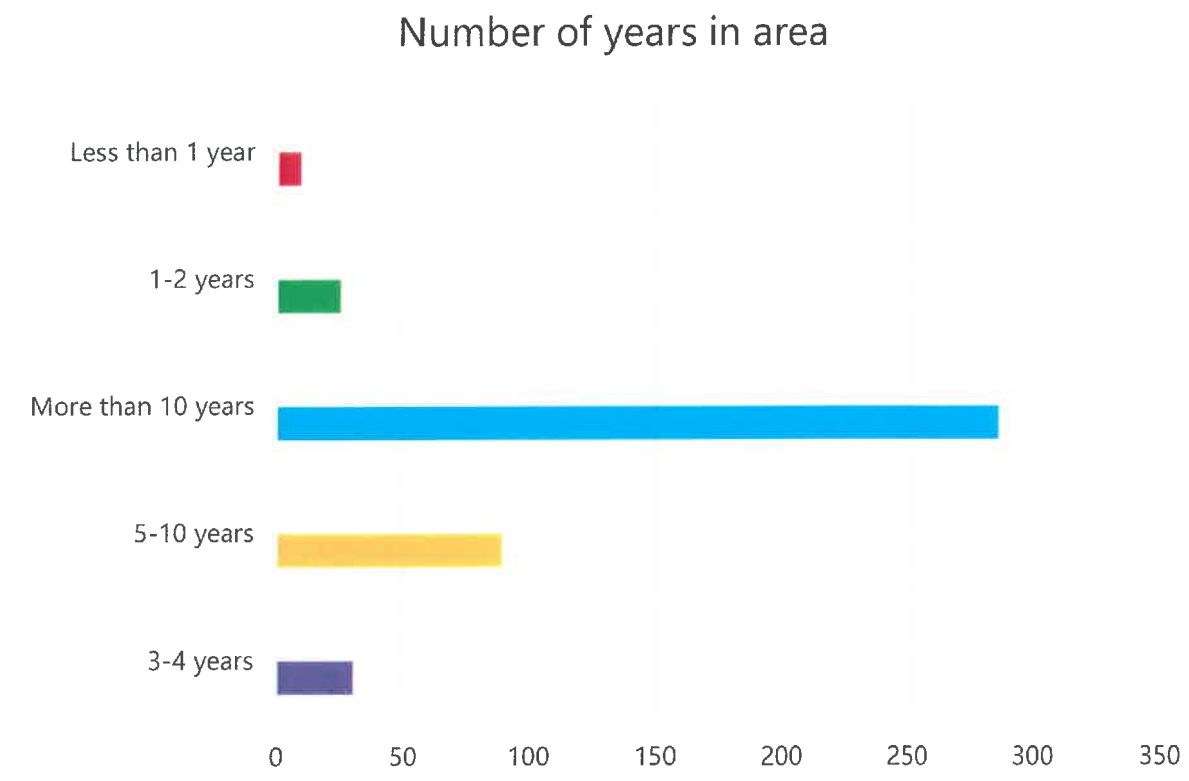


Figure 2: Indication of the number of year respondents have lived in the area

3.1 Housing Demand Database

Majority of the Cloetesville inhabitants are not registered in the housing database. There were 294 respondents, representing 65.8%, who indicated they were not registered in the housing database.

Are you registered in the housing demand database			
Yes	150	33.6%	
No	294	65.8%	
No Response	3	0.7%	
TOTAL	447	100.0%	

Table 3: Summary of registration in housing database

The number that were registered in the database were 150, which was 33.6% of the respondents.

3.2 Receipt of Government RDP House or Subsidy

Most of the respondents indicated that they have not received any government RDP house or subsidy. 420 indicated No, representing 94.0%, whereas on 7, representing 1.6% indicated they have received some government subsidy.

Have you ever received Government RDP house or subsidy?			
Yes	7	1.6%	
No	420	94.0%	
No Response	20	4.5%	
TOTAL	447	100.0%	

Table 4: Government RDP or subsidy receipt

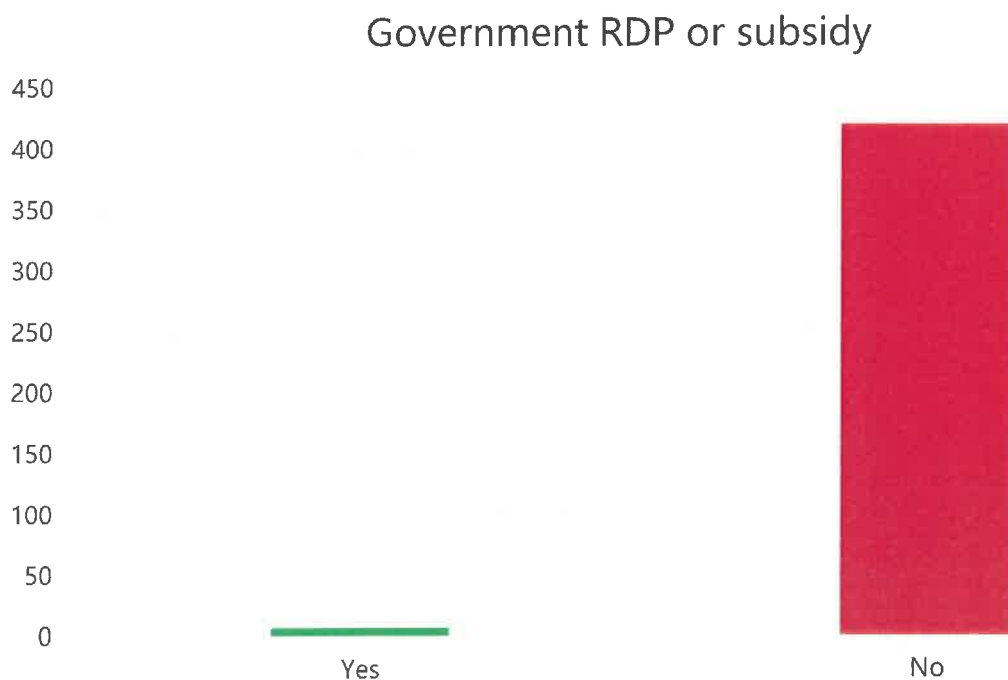


Figure 3: Government RDP Houses**3.3 Reason for Choosing Backyard Dwelling**

Respondents indicated varying reasons for choosing backyard dwelling. The number of people who indicated that they did not qualify for subsidy housing were 171, representing 38.3%; 81, representing 18.1% preferred rental than ownership, 61 representing 13.6% indicated that they were not permitted to erect shack on municipal land, hence the reason for choosing backyard dwelling.

What is the main reason for choosing backyard dwelling?		
No privacy and space in the front house	53	11.9%
Need cheap short-term accommodation	45	10.1%
Does not qualify for subsidy housing	171	38.3%
High rent in the CBD	4	0.9%
Not permitted to erect shack in Municipal land	61	13.6%
Pursuing access to basic service	1	0.2%
Prefer rental than ownership	81	18.1%
Fall into gap market	26	5.8%
No Response	5	1.1%
TOTAL	447	100.0%

Table 5: Summary of reason for choosing backyard dwelling

Further, 53 indicated that there was no privacy and space in the front house, another 45, representing 10.1% indicated that they needed cheap short-term accommodation, whereas 26, representing 5.8% indicated they fall into the market gap. Lastly, 4 indicated high rent in the CBD, and 1 highlighted pursuing access to basic services as the reasons respectively for choosing backyard dwelling

Reason for choosing backyard dwelling

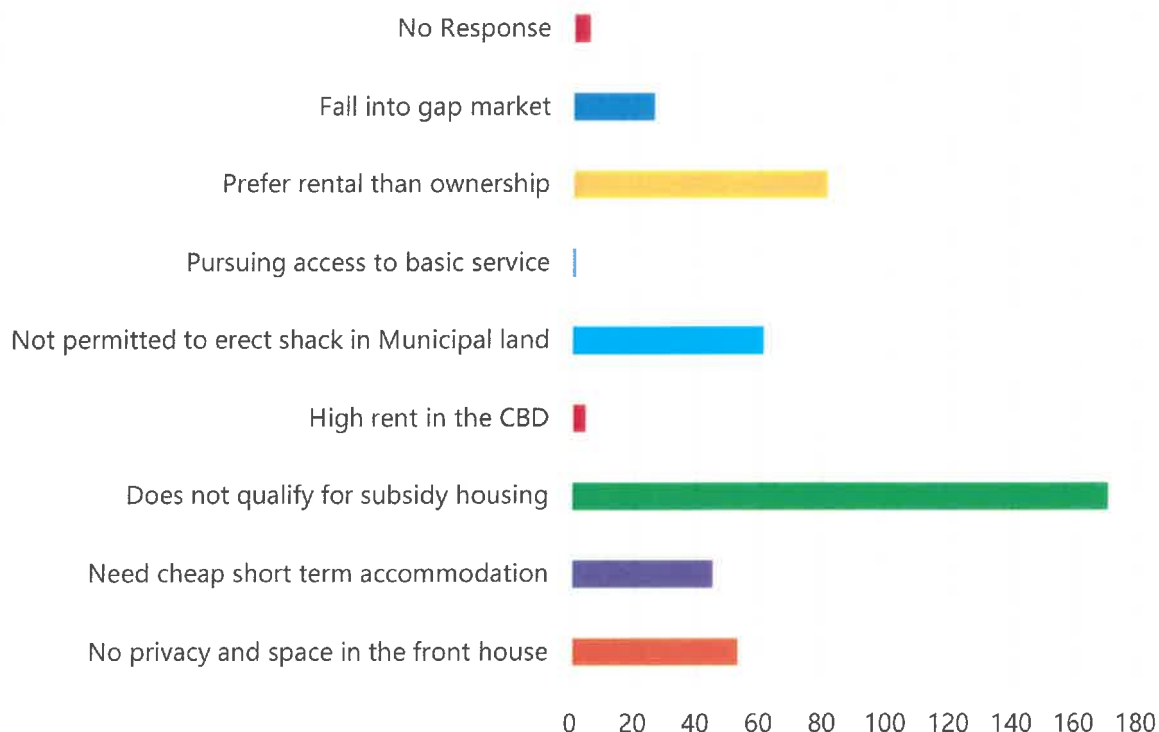


Figure 4: Reason for choosing backyard dwelling

3.4 Dwelling Type

Majority of the respondents live in Wendy houses. Wendy housing accounted for 84.1% of the dwellings, 33 of them, accounting for 7.4% were shacks, 11 were brick rooms, accounting for 2.5%, 6 were cottages (1.3%), and just 1 was a multiroom structure. 20 of them did not respond.

What type of dwelling does this household occupy?		
Shack	33	7.4%
Wendy house	376	84.1%
Brick room	11	2.5%
Cottage	6	1.3%
Multi-room structure	1	0.2%
No Response	20	4.5%
TOTAL	447	100.0%

Table 6: Dwelling types

Types of Dwellings

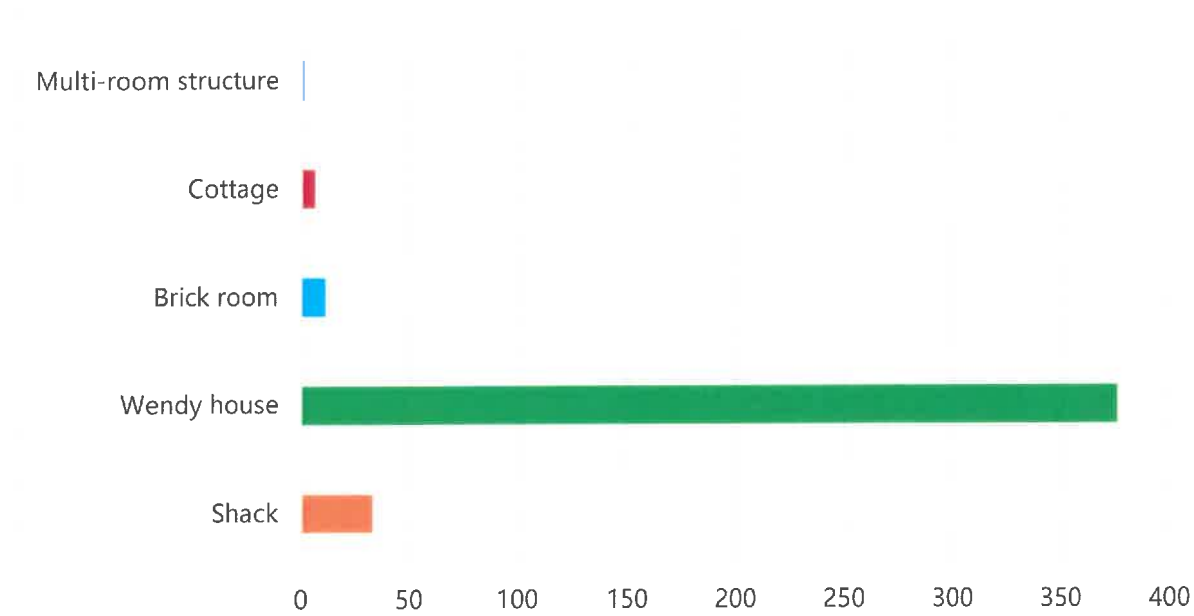


Figure 5: Types of dwellings

3.5 Construction Material

Most of the houses are constructed Wendy houses; 394 representing 88.1%. The rest are corrugated iron and wood (28 which is 6.3%), brick and cement (15 which is 3.4%), cardboard and plastic (4 which is 0.9%), and asbestos and trailer respectively, both representing 0.2%.

What material is used to construct your backyard unit?		
Wendy house	394	88.1%
Corrugated iron and wood	28	6.3%
Brick and cement	15	3.4%
Asbestos	1	0.2%
Cardboard and plastic	4	0.9%
Trailer	1	0.2%
No Response	4	0.9%
TOTAL	447	100.0%

Table 7: Summary of construction material

Construction materials

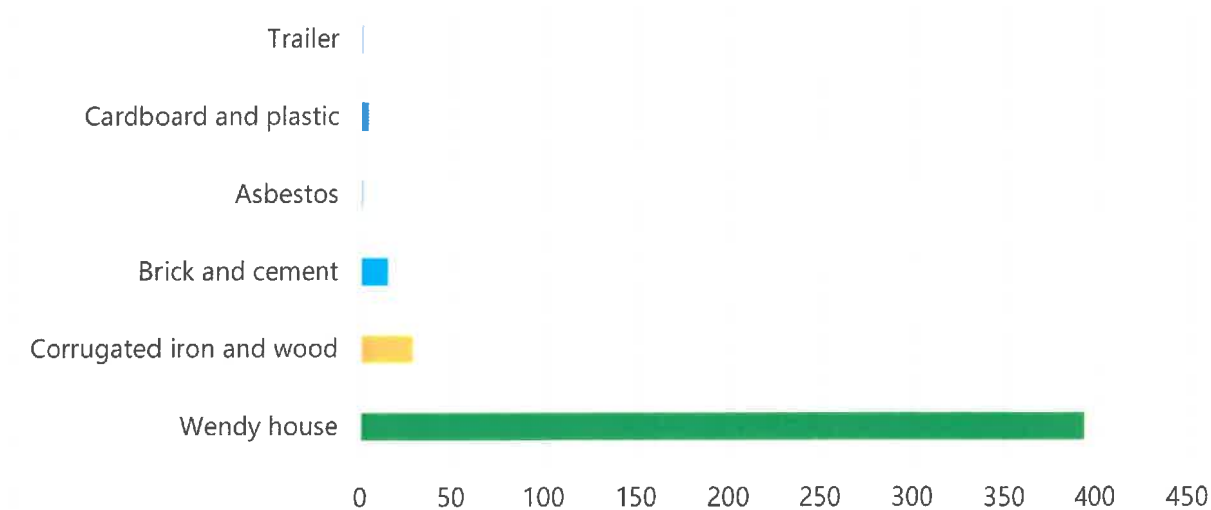


Figure 6: Construction materials

3.6 Condition of Structure

The condition of the structures occupied by the households in Cloetesville were seen as mostly average or good by the household dwellers. In all, 210 (47%) respondents thought of their structures as average, 144 (32.2%) said their structures were good, 80 (17.9%) said their structures were bad, and only 2 (0.4%) said their structures were excellent.

What is the condition of the structure?		
Good	144	32.2%
Bad	80	17.9%
Average	210	47.0%
Excellent	2	0.4%
No Response	11	2.5%
TOTAL	447	100.0%

Table 8: Condition of structures

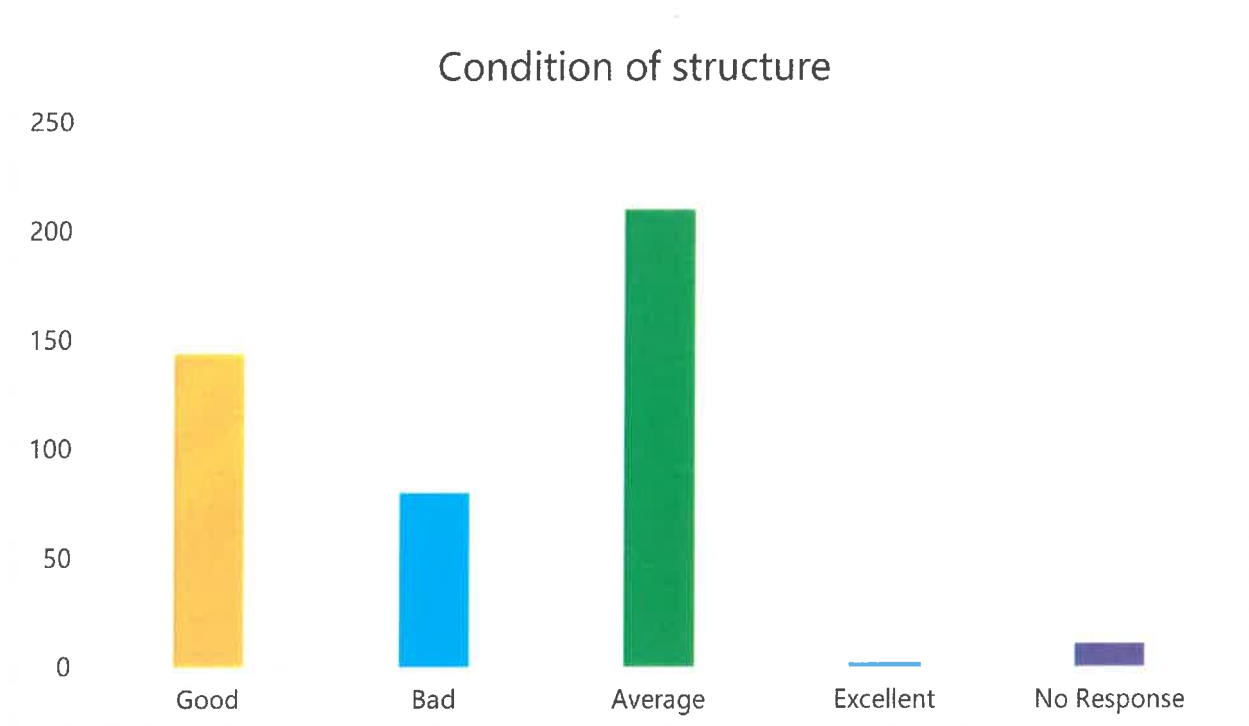


Figure 7: Condition of structure

3.7 Use of Structure

Almost all the structures in Cloetesville are residences (434 which accounts for 97.1%), only 6 are used as businesses (1.3%), and 1 for other purpose.

What is the structure being used for?		
Residence	434	97.1%
Business	6	1.3%
Other	1	0.2%
No Response	6	1.3%
TOTAL	447	100.0%

Table 9: Use of the structure

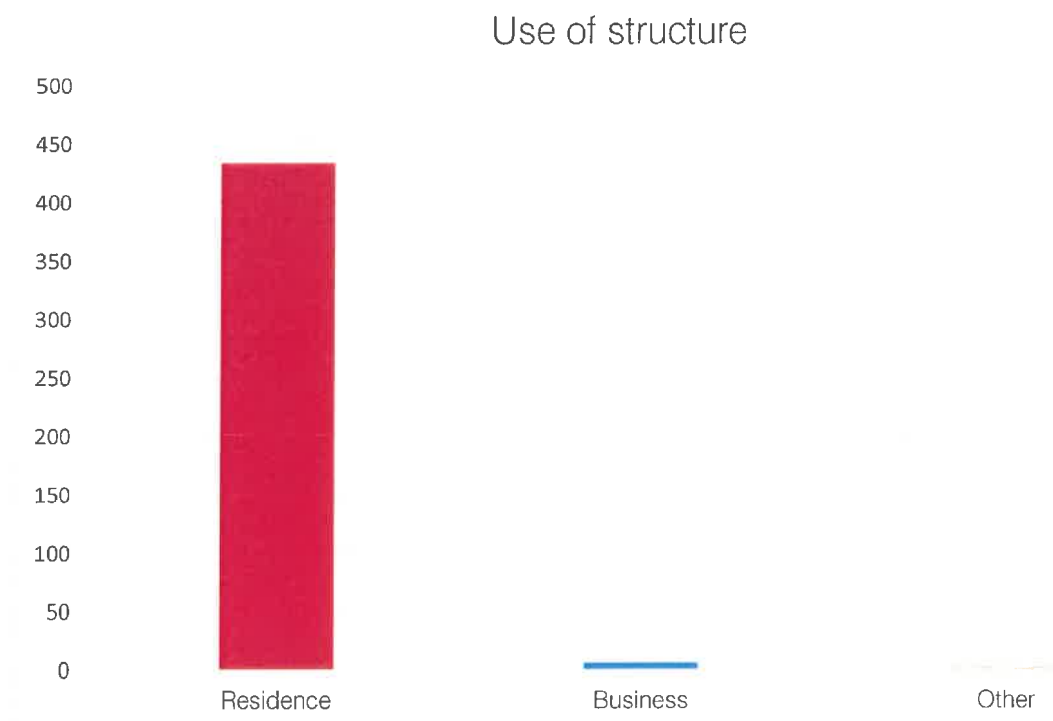


Figure 8: Use of structure

3.8 Disasters Experienced

Residents of Cloetesville indicated that strong winds and flooding have been the two major disasters they have experienced. Strong winds accounted for 38.3%, whereas flooding accounted for 32.7%.

What type of disasters do you often experience?		
Strong Winds	171	38.3%
Flooding	146	32.7%
Fire	33	7.4%
Other	65	14.5%
No Response	32	7.2%
TOTAL	447	100.0%

Table 10: Disasters experienced by Cloetesville residents

These two were followed by other disasters, with fire being the last of them all, representing 7.4%.

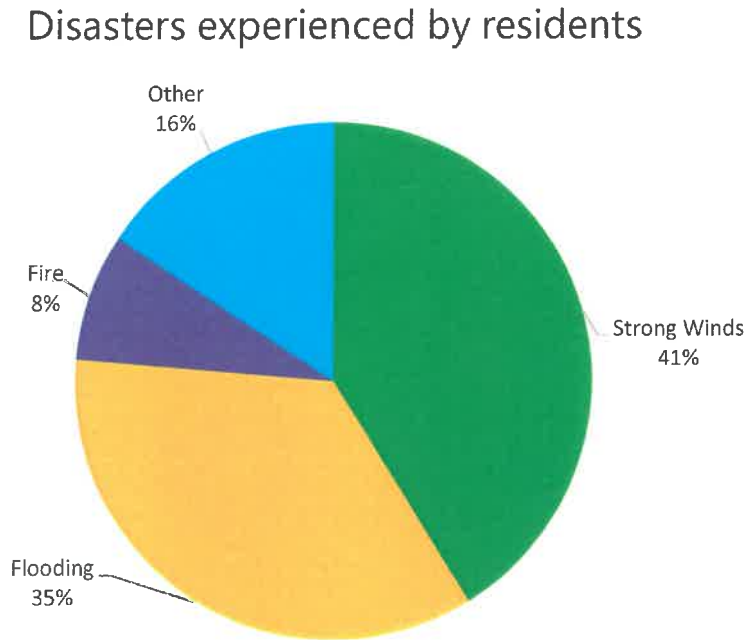


Figure 9: Disasters experienced by residents

3.9 Head of Household Information

3.9.1 Social or Government Grant

A large number of the Cloetesville residents do not receive social or government grants. As can be seen from the table below, 343 (76.7%) indicated that they do not receive any social or government grant, whereas 85 (19.0%) indicated they do. 19% did not respond.

Do you receive social/government grants?	
Yes	85 19.0%
No	343 76.7%
No Response	19 4.3%
TOTAL 447 100.0%	

Table 11: Social/government grants

3.10 Grant Type

In terms of those receiving social or government grants, most were non respondents (81%). Of the people who responded, 8.7% indicated child support grant, 7.8% were disability grant, 1.3% were grant-in-aid, 0.7% care dependency grant, and 0.4% were social relief of distress grant.

What grant are you receiving?		
Disability grant	35	7.8%
Child support grant	39	8.7%
Care dependency grant	3	0.7%
Grants-in-aid	6	1.3%
Social relief of distress grant	2	0.4%
No Response	362	81.0%
	TOTAL 447	100.0%

Table 12: Grant types received by residents of Cloetesville

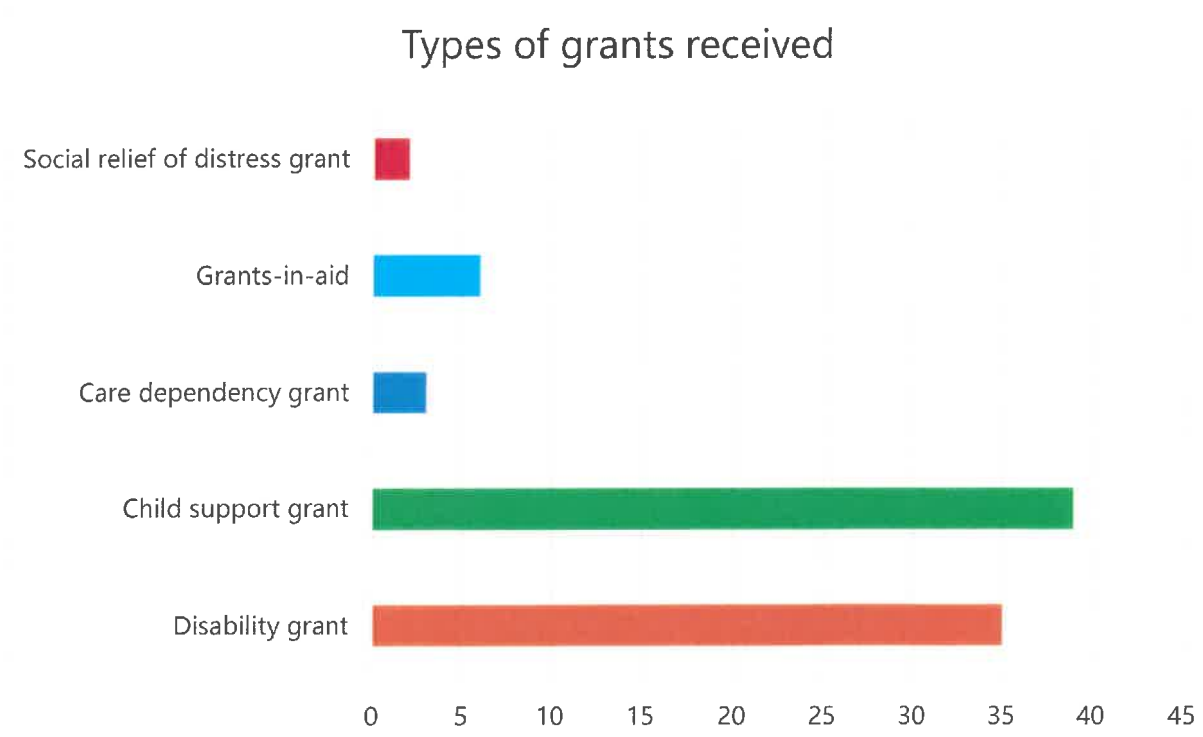


Figure 10: Type of grants received

3.11 Marital Status

The marital statuses of the heads of households indicates that majority, 221, representing 49.4%, are single. This is followed by single people, who represent 27.5%, living companions account for 15.2%, divorcees and widows represent 3.6% and 2.7% respectively.

What is your marital status?		
Married	123	27.5%
Single	221	49.4%
Living Companion	68	15.2%
Divorced	16	3.6%
Widow	12	2.7%
No Response	7	1.6%
TOTAL	447	100.0%

Table 13: Marital status of heads of households

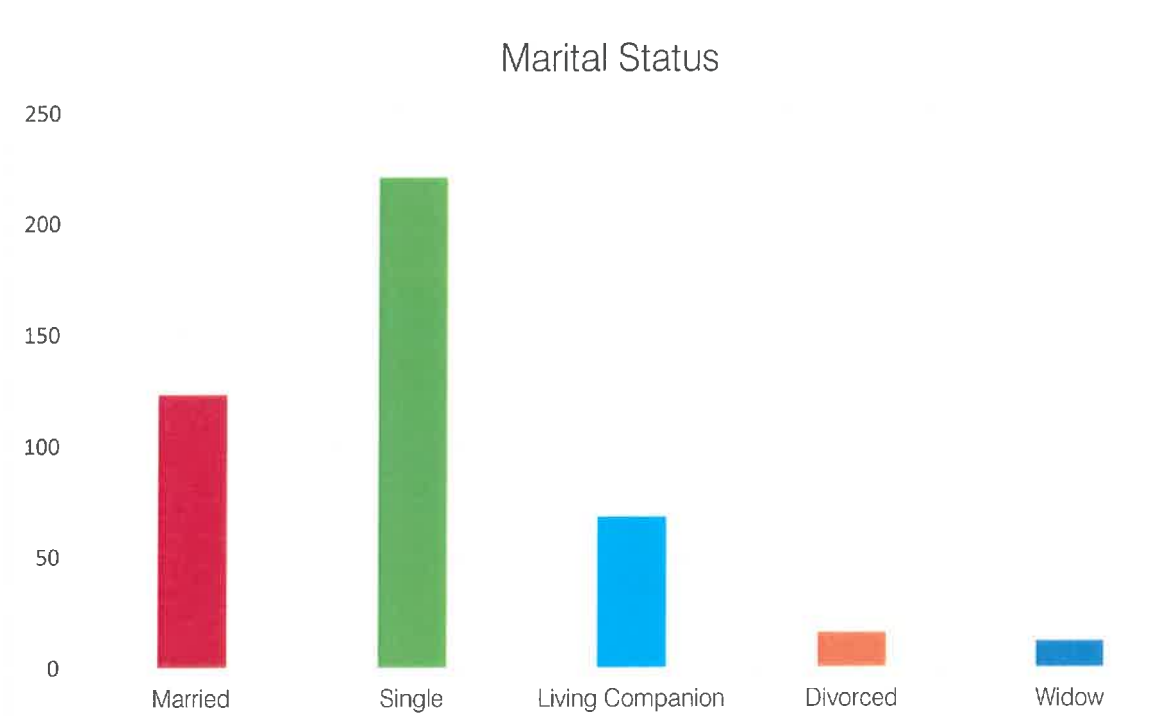


Figure 11: Marital Status

For the married/living companion, 155 (34.7%) live fulltime with their spouse or partner, whereas 24 (5.4%) do not live with their spouse/partner fulltime.

If married/living companion, does your spouse/partner stay in the same household fulltime?		
Yes	155	34.7%
No	24	5.4%
No Response	268	60.0%
TOTAL		447 100.0%

Table 14: Status of living with spouse/partner

3.12 Level of Education

Concerning level of education, 79.9% of Cloetesville residents have attained secondary school education, 14.8% have primary school as their highest level of education, 1.6% indicated they've been to college, another 1.6% indicated they pre-school education.

What is your highest level of education?		
University	2	0.4%
Secondary School	357	79.9%
College	7	1.6%
Primary School	66	14.8%
Pre-school	7	1.6%
ABET	1	0.2%
No Response	7	1.6%
TOTAL		447 100.0%

Table 15: Highest level of education of residents

Only 0.2% and 0.4% respectively have attained ABET and university education respectively.

Level of education

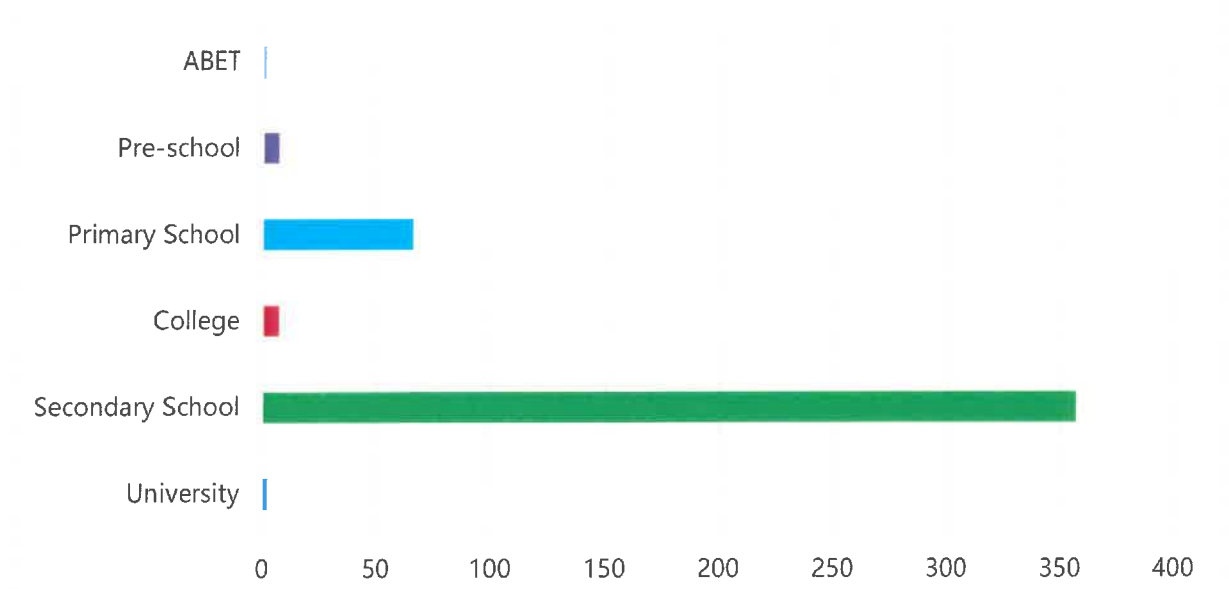


Figure 12: Level of Education

3.13 Employment

In terms of employment, whereas 236 (52.9%) indicated that were unemployed, 193 (43.3%) indicated that they were employed.

Are you employed?		
Yes	193	43.3%
No	236	52.9%
No Response	17	3.8%
TOTAL	446	100.0%

Table 16: Employment status of residents



Figure 13: Employment status

3.14 Earnings from Employment

A high number of employed residents received salary in the lower band presented. The data showed that 56.2% of those employed received a maximum salary of R3500, 16.3% received between R3,501 – R 7,500, and 2.2% receive a salary between R7,500 – R15,000.

How much do you earn?		
0-3500	251	56.2%
3501-7500	73	16.3%
7500-15000	10	2.2%
More than 15001	1	0.2%
No Response	112	25.1%
TOTAL	447	100.0%

Table 17: Earnings of Cloetesville residents

Only 0.2% of the employed Cloetesville residents receive a salary above R15,000, and 25.1% did not respond.

Residents salary

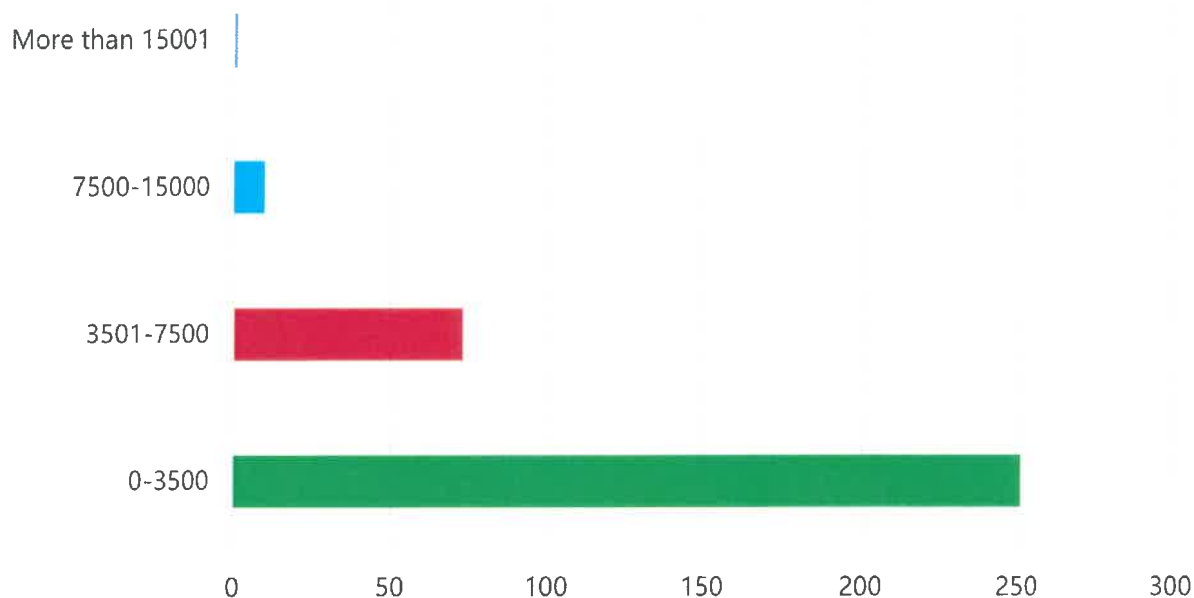


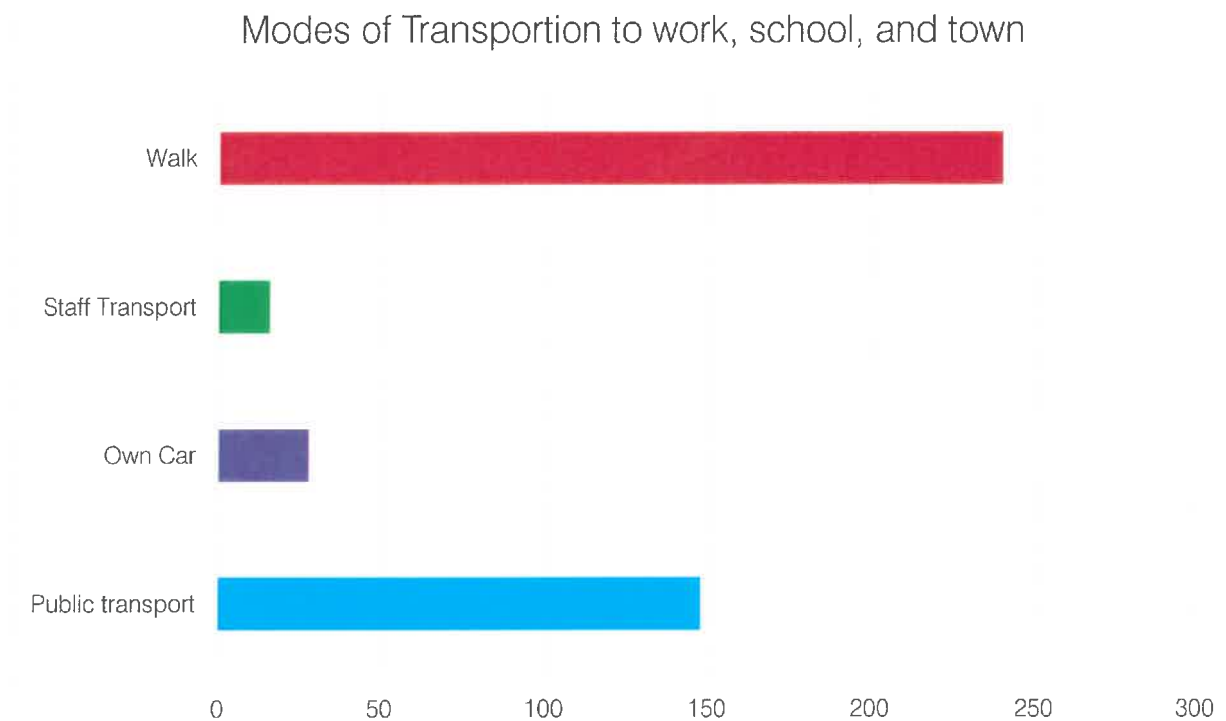
Figure 14: Residents Salary

3.15 Preferred Mode of Transport

Inhabitants of Cloetesville use various modes of transport to work, school, and when visiting town. About 54% of the respondents indicated that they walked to their various destinations, some 33% indicated that they use public transport, about 6.3% use their own cars, and approximately 4% use staff transport.

What is your preferred mode of transport to work/school/town?

Public transport	148	33.1%
Own Car	28	6.3%
Staff Transport	16	3.6%
Walk	240	53.7%
No Response	15	3.4%
TOTAL	447	100.0%

Table 18: Mode of transport to work, school, and town**Figure 15: Modes of transport**

3.16 Access to Basic Services

This section provides a summary of data on access to basic services by Cloetesville resident.

3.16.1 Access to Water

That data showed that, 72.7% of Cloetesville residents have access to water on their property. The remaining 24.8% do not have access to water on their property.

Do you have access to water on the property?		
Yes	325	72.7%
No	111	24.8%
No Response	11	2.5%
TOTAL	447	100.0%

Table 19: Access to water

The data showed that backyard dwellers mostly used the tap in the main house, this accounted for 62.4%. About 26.4% of the residents indicated that they used the tap in the main structure; 5.8% use communal tap, whereas 0.9% accessed water through other means.

How do you access water as a backyard dweller?		
Tap outside main house	279	62.4%
Other	4	0.9%
Tap in structure	118	26.4%
Communal tap	26	5.8%
No Response	20	4.5%
	TOTAL	447
		100.0%

Table 20: Means of accessing water by backyard dwellers

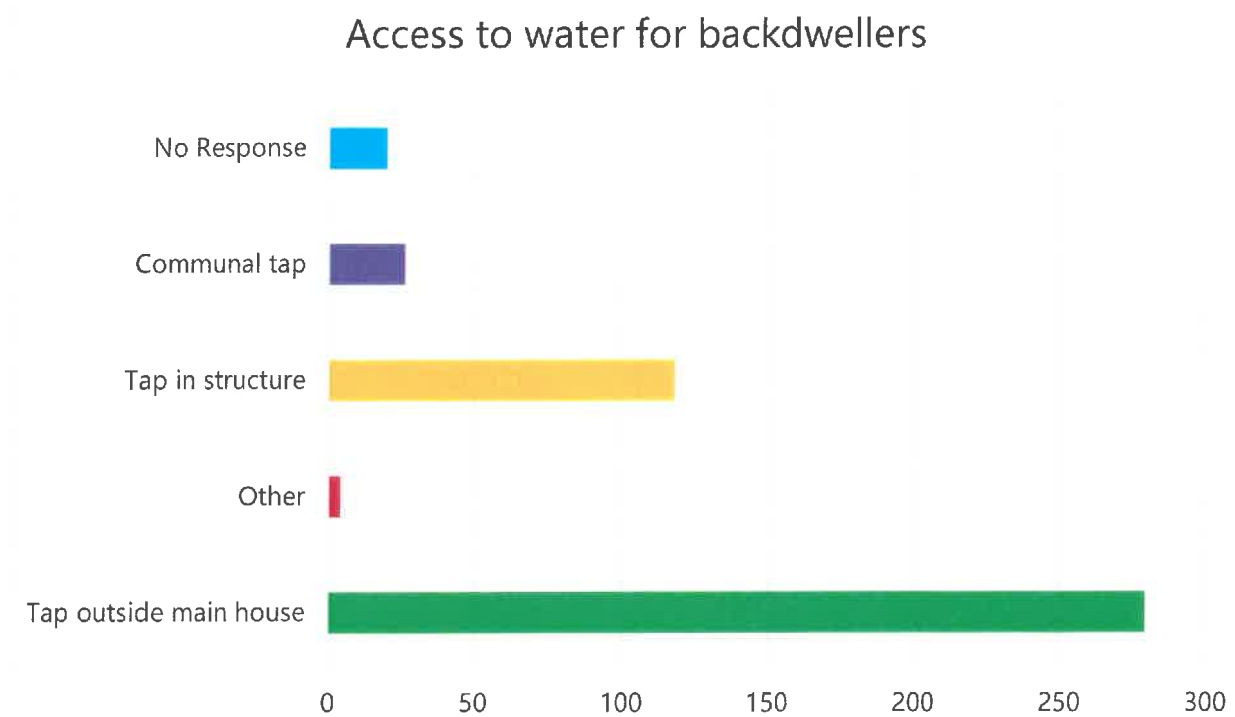


Figure 16: Access to water for backyarders

Further majority (81.9%) of those who access water travelled less than 50 metres to access the water, 11.4% travelled 100 – 150 metres to access water, and only about 1% travelled 151 – 200 metres to access water.

How far do you travel to access water?		
Less than 50 metres	366	81.9%
100-150 metres	51	11.4%
151-200 metres	4	0.9%
No Response	26	5.8%
	TOTAL 447	100.0%

Table 21: Distance travelled to access water

3.16.2 Access Electricity

Most of the inhabitants of Cloetesville have access to electricity in their structure, with 76.1% responding in the affirmative. About 22% of the respondents did not have access to electricity in their structure.

Do you have access to electricity in your structure?		
Yes	340	76.1%
No	96	21.5%
No Response	11	2.5%
	TOTAL 447	100.0%

Table 22: Access to electricity

Cloetesville residents mostly accessed municipal electricity (45.6%), Eskom was the second highest (36.7%) supplier of electricity, and about 12% from other sources.

Who is the supplier of electricity in the area?		
Municipal	204	45.6%
Eskom	164	36.7%
Other	55	12.3%
No Response	24	5.4%
	TOTAL 447	100.0%

Table 23: Supplier of electricity

6.3% of the those who do not have electricity get it from the main house, 3.4% used candles, 1.3% use gas, 0.9% use wood, and 0.4% use paraffin.

What source of energy do you use, if you have no electricity?		
Candles	15	3.4%
Gas	6	1.3%
Wood	4	0.9%
Paraffin	2	0.4%
Electricity from main house	28	6.3%
No Response	392	87.7%
TOTAL	447	100.0%

Table 24: Source of energy

3.17 Access to Sanitation

As seen in

Access to sanitation facilities.		
Flush toilet inside main house	207	46.3%
Toilet in house	184	41.2%
Communal toilet	36	8.1%
Other	11	2.5%
No Response	9	2.0%
TOTAL	447	100.0%

Table 25, majority of the Cloetesville residents either have flush toilets inside main house (46.3%) or toilet in house (41.2%). The rest of the inhabitants use communal toilet (8.1%) or other sanitation facility (2.5%).

Access to sanitation facilities.		
Flush toilet inside main house	207	46.3%
Toilet in house	184	41.2%
Communal toilet	36	8.1%
Other	11	2.5%
No Response	9	2.0%
TOTAL	447	100.0%

Table 25: Access to sanitation facilities

Access to sanitation facilities

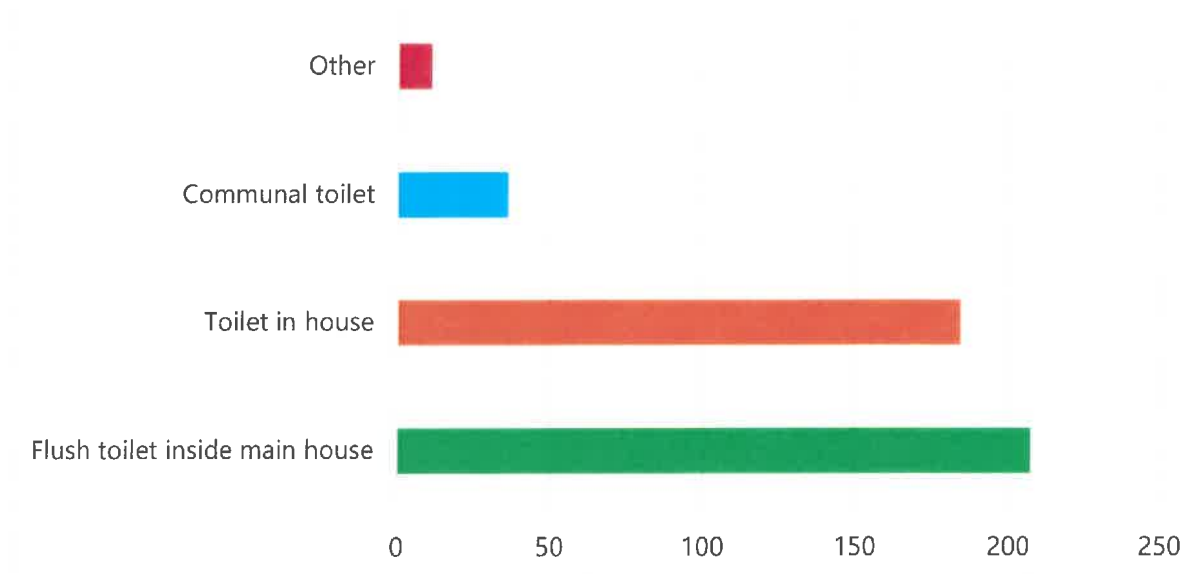


Figure 17: Access to sanitation facilities

For the toilets, 56.2% indicated that they were waterborne types, whereas 35.8% indicated that there were chemical toilets.

If toilet in yard, what facility type is it?		
Waterborne	251	56.2%
Chemical	160	35.8%
No Response	36	8.1%
TOTAL	447	100.0%

Table 26: Toilet facility type

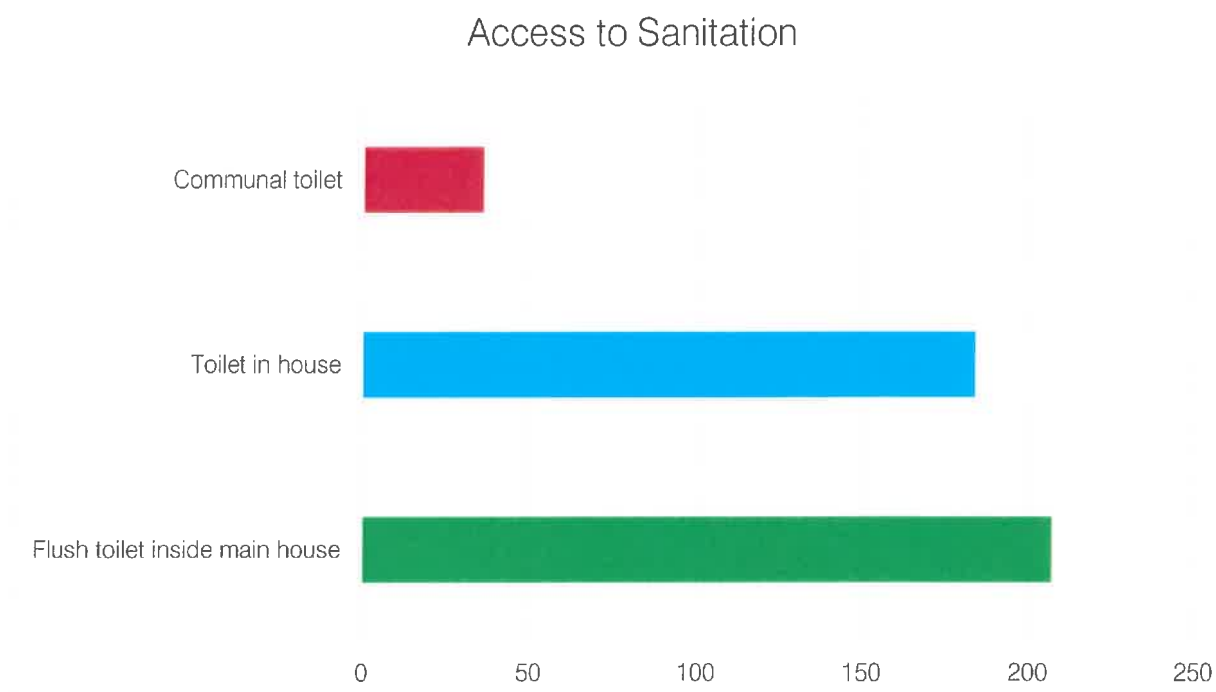


Figure 18: Access to sanitation

Further, 49% indicated that they have access to the toilet facilities both day and night, 46.8% indicated that they had access all day. Only a few said they have access only when the front owner is available (1.8%) or only at night (1.1%).

Toilet access		
All day	209	46.8%
When front owner is available	8	1.8%
All day and night	219	49.0%
All night	5	1.1%
No Response	6	1.3%
TOTAL	447	100.0%

Table 27: Toilet access

3.18 Refuse Removal

The data as seen in

How do you dispose off waste in your area?		
Removed by Municipality	425	95.1%
Removed by community	5	1.1%

Communal refuse bin	6	1.3%
Dump or leave rubbish anywhere	4	0.9%
No Response	7	1.6%
TOTAL	447	100.0%

Table 28, an overwhelming majority of the refuse in the households in Cloetesville are taken care of by the municipality. Ninety-six (95.1%) of the waste in the area is removed by the municipality. A small group of people said they use communal refuse bin (1.3%), removed by community (1.1%), and some indicated that they dump or leave rubbish anywhere (0.9%).

How do you dispose off waste in your area?		
Removed by Municipality	425	95.1%
Removed by community	5	1.1%
Communal refuse bin	6	1.3%
Dump or leave rubbish anywhere	4	0.9%
No Response	7	1.6%
TOTAL	447	100.0%

Table 28: Disposal of refuse

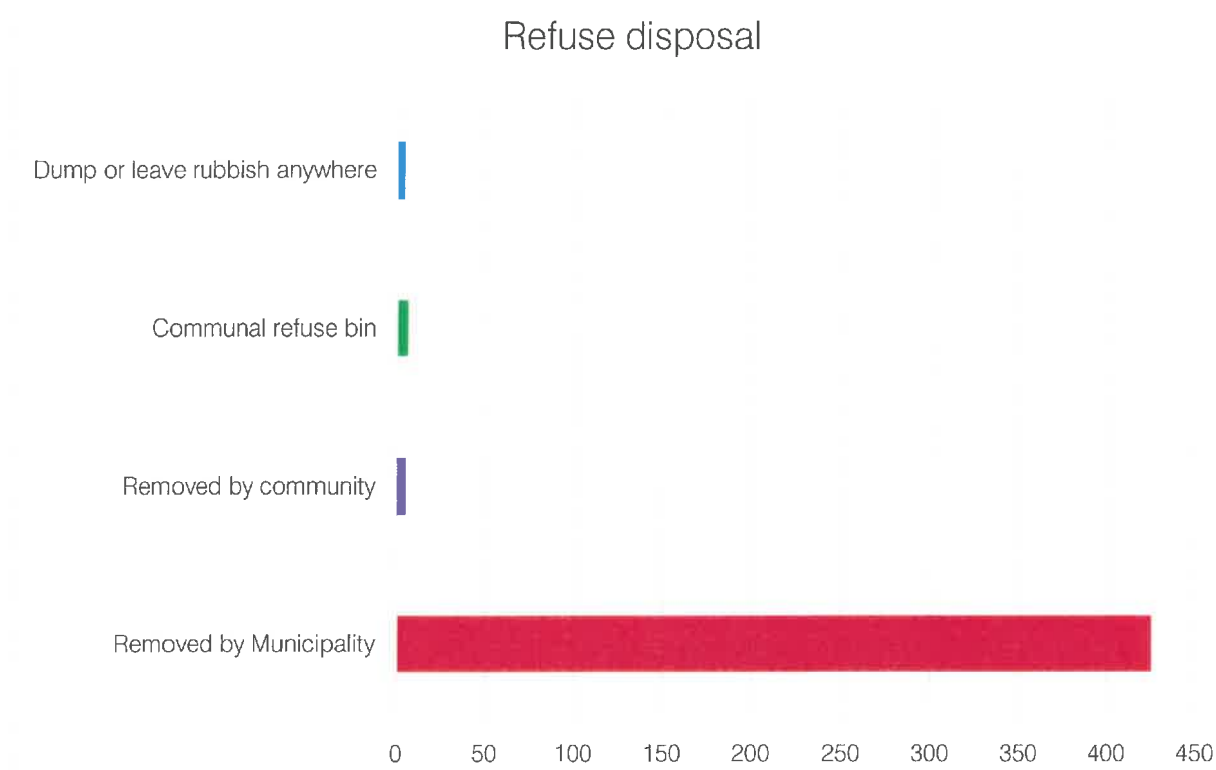


Figure 19: Refuse disposal

4. CHALLENGES

- Lack of enough time given to effective planning and preparation for the survey especially the data collection tools. This resulted in updating of the questionnaire on a number of occasions. The result was that some questions that were in the first questionnaire were omitted in the updated questionnaire, hence when you collate the data sets of information collected with differing survey instruments there are gaps.
- Difficult to attract local fieldworkers for data collection and to retain them,
- It was difficult for the local fieldworkers to access some properties,
- Some community members refusing to participate in the survey and also reluctant to provide information pertaining to salary, employment status etc.
- The identified backyard structure study area was not covered during the survey,
- The backyard survey questionnaire that was initially developed for backyard surveys was setup up to only collect head of household data and not of the entire household,

5. CONCLUSION

The aim of the survey was to obtain socioeconomic data about households – employment, income, education, and services – in informal settlements to inform planning and guide policies on informal settlements within the Stellenbosch Municipality. This study has provided insights into one such informal community, Cloetesville. A number of conclusions will be drawn based on the findings from the study.

Since the municipality wants to have information of residents for the housing demand database, stakeholders should prioritise this aspect. Majority of the inhabitants are not registered.

The study showed that, a combined 66.5% considered the condition of their structure to be average or bad. To avoid future disasters, the municipal inspectorate should ensure visits to ascertain damages and provide the needed help, or expert advice where needed. This is because strong winds and flooding are common occurrences in the area.

Based on the level of education, the municipality should consider up-skilling the inhabitants, in areas like technology to improve the high unemployment rates and improve their overall socioeconomic well-being.

5.1.3	INTERIM REPORT: DEMOGRAPHIC SURVEY OF BACKYARD DWELLERS OF IDAS VALLEY
--------------	---

Collaborator No:

IDP KPA Ref No: *Good Governance*

Meeting Date: **2 October 2019**

1. SUBJECT: INTERIM REPORT: DEMOGRAPHIC SURVEY OF BACKYARD DWELLERS OF IDAS VALLEY

2. PURPOSE

The purpose of this report is to:

- (i) inform Council of the demographic survey that was undertaken at Idas Valley,
- (ii) provide a copy of the survey findings to Council for information purposes **(ANNEXURE A)**.

3. DELEGATED AUTHORITY

Council.

4. EXECUTIVE SUMMARY

The Department: Informal Settlements contracted the services of a consultant to assist with the collection of household information of backyard structure occupants at Idas Valley. Ten (10) fieldworkers from the community were initially appointed and trained in demographic data collection.

The actual data collection was conducted by the fieldworkers for a period of 80 days between May 2019 and September 2019. Data collection was conducted mostly during the evenings and on weekends.

The overall purpose of the backyard structure survey was to gather data and information at household level in order to ascertain the profile of households at residing at backyard structure at Idas Valley.

The information gathered at Idas Valley will assist the Municipality in understanding community dynamics as well as developing a credible household profile which will assist in future decision making for all role players concerned. Table 1 hereunder provides the key finding of the backyard structure survey undertaken.

Table 1 Key findings of the backyard structure survey are summarized in below table:

IDAS VALLEY: DEMOGRAPHIC SURVEY SUMMARY	
Township Name	Idas Valley
Actual survey period	Between May 2019 and September 2019
Number of properties visited	1458
Number of households surveyed with backyard structures	330
Registration on housing demand database	
Total population	883 individuals
Average household size	2.6 individuals per household

Gender	Males: 38% Females: 49% No response 13%
The age of the population is evenly spread between younger than 19 years old and older the 60 years old	±69%
Employment	41.2% of household heads are employed 45.2% of household heads are unemployed 13.16% no response
Earning from employment	0.6% earn above R22 000 26.4% earn between R7 000 – R22 000 17%earn between R3 501 – R7 000 24.2% earn below R3 500 31.8% did not disclose their income,
Social / Government Grants	74.4% % of the residents depends on grants as source of income,
Education	86.4% of the residents indicated to have formal education,
BASIC SERVICES	
No of household with access to water	92%
No of households with access to electricity	19%
No of households with access to sanitation	74.6%

5. RECOMMENDATIONS

- (a) that Council note that the Interim Survey Report was distributed to the Human Settlements Committee; and
- (b) that Council accept the Interim Demographic Survey report of backyard dwellers of Idas Valley for information purposes.

6. DISCUSSION / CONTENTS

6.1 Background

The Department Informal Settlements contracted the services of a consultant to assist with the collection of household information of backyard structure occupants at Cloeteville. The data collection phase was implemented between December 2018 to July 2019.

The broad objectives of the backyard structure survey are as follows:

- Provide the local area with the status quo of demographic information for the surveyed areas;
- Develop a credible profile of backyard structure occupants to assist in future decision making for all stakeholders;
- Determine and understand community needs and dynamics to inform future interventions relating to housing provision and service delivery;
- Make determinations of level of services delivery.

The survey took place in the Idas Valley between May 2019 and September 2019

The outcome of the survey are presented in 4 sections – Overview, Suburb Information and the Property, Head of Household Information, and Access to Basic Services (**ANNEXURE A**) for a full survey report.

ANNEXURES

Annexure A: Survey Report

FOR FURTHER DETAILS CONTACT:

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POSITION	<i>Director</i>
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E-MAIL ADDRESS	Tabiso.Mfeya@ Stellenbosch.gov.za
REPORT DATE	<i>17 September 2019</i>

ANNEXURE A



STELLENBOSCH
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STELLENBOSCH BACKYARD DWELLERS SURVEY
(IDAS VALLEY) **2019**
FINAL INTERIM REPORT

REPORT BY: GORDON AMOAKO

Tuesday, 20 August 2019

Modified: Tuesday, September 10, 2019

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EXECUTIVE SUMMARY

The survey took place in the Idas Valley between May 2019 and September 2019. A total of 330 households participated in the survey. The responses showed that whereas 125 of the respondents were male, 162 were female, with 43 not indicating their gender. Some key outputs of the survey are as follows:

In total 883 people live in the backyard structures in Idas Valley. In terms of the housing demand database, about 45.2% of the respondents indicated that they were registered, whereas 45.8% indicated are not registered in the housing database. For occupants of the backyard dwelling, most (67%) of the respondents said the reason they stayed there was because they could not afford to purchase their own property. Further, most the occupants lived in Wendy houses. Again, the backyard structures were mostly used as residences by the occupants (92%).

In terms of the households, 66% of the occupants are between 14 – 64 years. Majority of the residents do not receive any form of social or government grant. (71%). Most of the respondents completed secondary school (63%). A study further showed that, whereas about 41% of residents were employed, 45% were employed. The main means of transport used by Idas valley residents happen to be public transport (33%).

For access to basic services, there was positive response in term of access to drinking water; about 92% of the respondents indicated they have access to water. Most of them access the water either from a tap in the main house (42%) or a tap in the yard (35%). However, most residents do not have access to electricity in their structure (about 71%). Further, most have access to some form of sanitation; toilet in the main house (40.6%), toilet in the yard (23.3%), and toilet in the backyard structure (10.3%). Regarding refuse removal, majority (about 90%) dispose their water using wheelie bins, and 1.5% do so via the municipal skips.

1. INTRODUCTION

The report presents the results of a backyard structure demographic survey in the township Idas Valley, in Stellenbosch. This study will provide insights of the status quo

of backyard dwellers in of Idas Valley such as the profile of household data and access to services.

Umtha Strategy Planning and Development Consultancy was appointed and tasked with the data collection at Idas Valley. The demographic data collection was done in and 6, both being the two wards in Idas Valley. Data collection phase was implemented between May 2019 and September 2019. Verification and analysis of the data followed on from there.

Local field workers were employed and trained in the collection and monitoring of data. The collection of data was done electronically using hand-held device that were GPS-enabled in order to capture the geo-location of backyards structures to ensure a level of geographic accuracy.

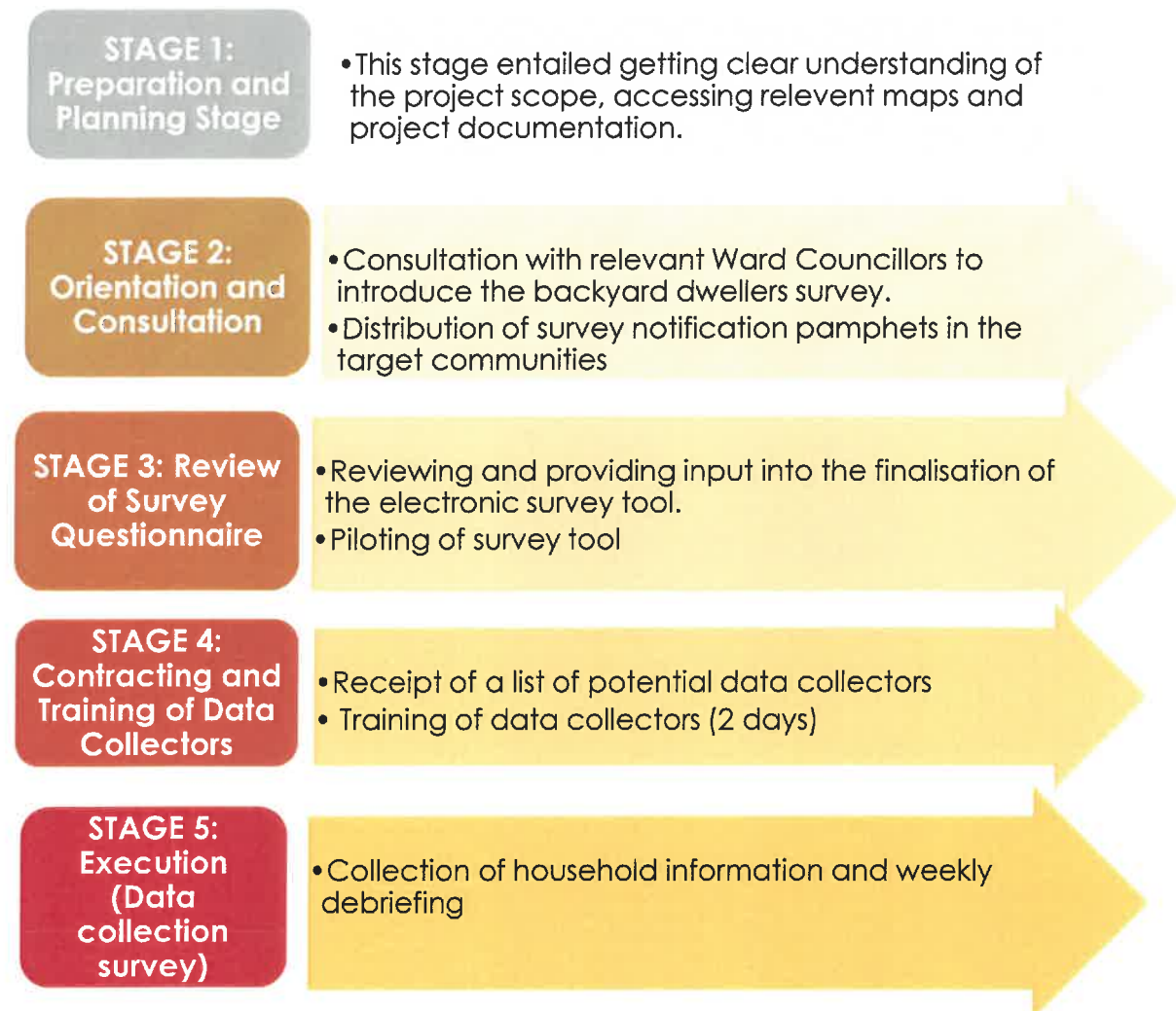
Overall, the outcome presented should be critical in the planning and service delivery provisions of the Idas Valley community.

1.1 PURPOSE OF THE STUDY

The broad objectives of the survey are as follows:

- Collect household information at informal settlements/backyard structures to compile and or update the Informal Settlements registry / database,
- Provide the local authority with the status quo of demographic information for the surveyed areas,
- Make projections and determine service delivery shortfalls
- Verify affected informal residents/backyarders during emergencies and disasters.

2. METHODOLOGY



The Population

The population or universe of this demographic survey are all households in backyard dwellings in Idas Valley.

Sample

Based on information on the population of our area of interest, a random selection of respondents was chosen from each household. The following conditions were prerequisite for the inclusion of a household in the survey:

- All household with Geo-referenced address
- Property should have a backyard structure

A total of 330 households, that confirmed to have backyarders, were surveyed. It is acknowledged that the sample could be prone to errors. The margin of error for the survey is $\pm 5\%$ at 95% confidence interval.

Questionnaire and Data Collection

An electronic survey questionnaire developed for data collection. Field workers were deployed in Idas valley to collect household information using electronic devices. The data collection phase was implemented between December 2018 – May 2019. Field workers were given extensive training in the use the data collection tool, and other ethics of data collection.

Data Analysis

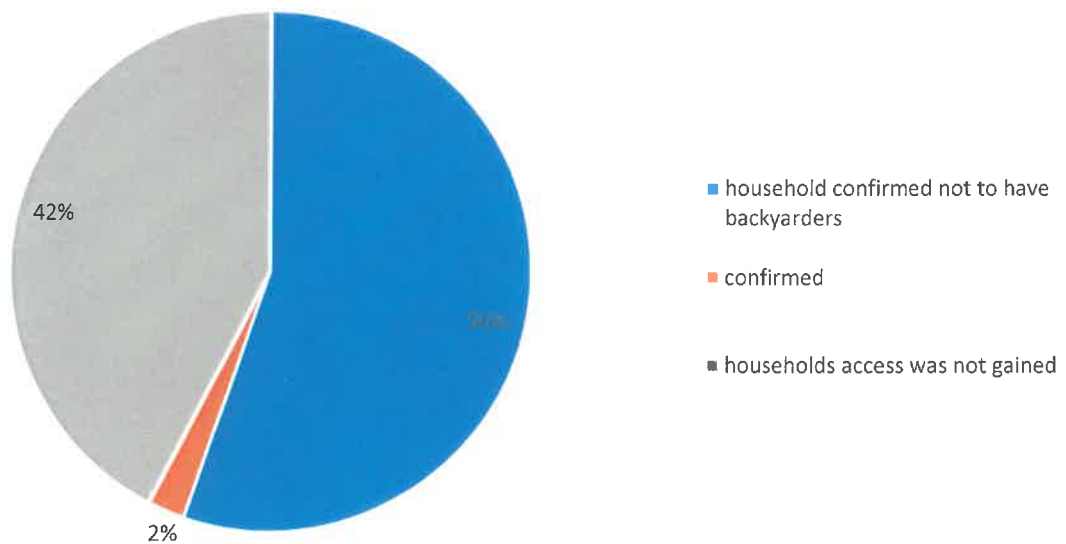
The data analysis involves descriptive statistics of the data set and a cross tabulation of the variables. The analyses are organised in to an overview and four sections, based on the structure of the original questionnaire.

2.1 SURVEY REPORT (ANALYSIS OF HOUSEHOLD DATA)

This segment of the report provides a detailed analysis of demographic survey data collected in – Idas Valley. It should be noted that in Idas Valley a total of 600 households were visited. A total of 310 household confirmed not to have backyarders and only 13 confirmed to have backyarders. In a total of 237 households' access was not gained to various reasons such as "no one at home; vicious dog; gate locked etc."

In assessing the data in consultation with the Project Manager it was agreed that the 237 households where no access was gained should be revisited to collect data about their actual status.

- Idas Valley Averall findings



2.2 DETAILED FINDINGS – IN IDAS VALLEY

A. Context

The survey entailed the collection of socio-economic data – household details including occupants of the structure, employment status, income, health, education and provision of services – in order to understand community needs, and priorities.

Overview

A total of 330 individuals belonging to the households were surveyed in Idas Valley. Of the total number, 125 were male, accounting for 38%, and 162 were female, accounting for 49%. There were 13% who did not indicate their gender.

Category	Number	%
Male	125	38%
Female	162	49%
Not Indicated	43	13%
TOTAL	330	100%

Table 1: Summary of male and female respondents

3. Suburb and Property Information

The data showed that a total of 883 people live in these backyard structures. These have been split into the various categories.

How many people are staying in this structure?		
Category	n	%
Biological Dependants	34	3.9%
Extended Family	29	3.3%
Grandparents	85	9.6%
Non-Related Person	9	1.0%
Other Relative	40	4.5%
Parents	41	4.6%
Partner	24	2.7%
Sister	29	3.3%
Wife	32	3.6%
No Response	560	63.4%
TOTAL	883	100%

Table 2: Summary of inhabitants

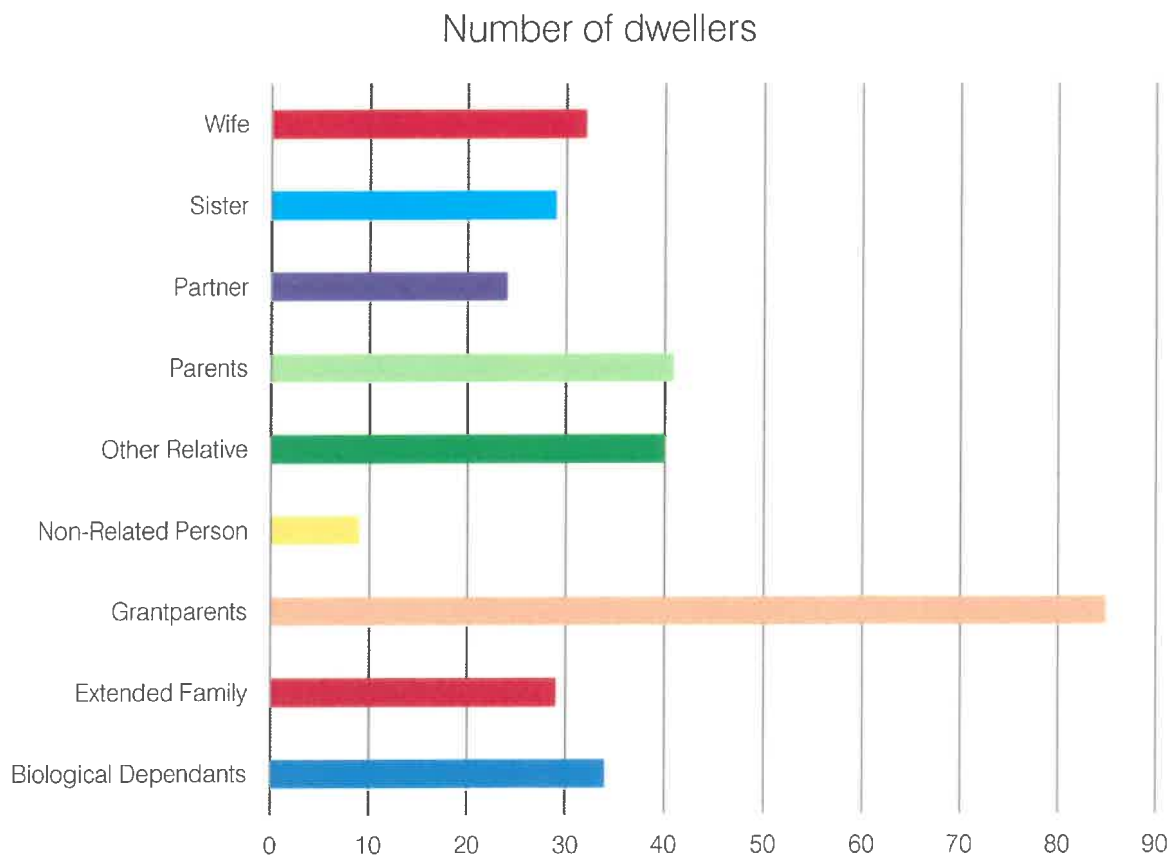


Figure 1: Number of dwellers

3.1 Housing Demand Database

There is almost a spit of Idas valley dwellers who are registered in the housing database. There were 151 respondents, representing 45.8%, who indicated they were not registered in the housing database.

Are you registered in the housing demand database?			
Response	n	%	
Yes	149	45.2%	
No	151	45.8%	
No Response	30	9.1%	
TOTAL	330	100%	

Table 3: Summary of registration in housing database

The number that were registered in the database were 149, which was 45.2% of the respondents.

3.2 Receipt of Government RDP House or Subsidy

A number of respondents indicated that they have not received any government RDP house or subsidy. 142 indicated No, representing 43%, whereas on 4, representing 1.2% indicated they have received some government subsidy.

Have you ever received a Government RDP house or subsidy?			
Response	n	%	
Yes	4	1.2%	
No	142	43.0%	
No Response	184	55.8%	
TOTAL	330	100%	

Table 4: Government RDP or subsidy receipt

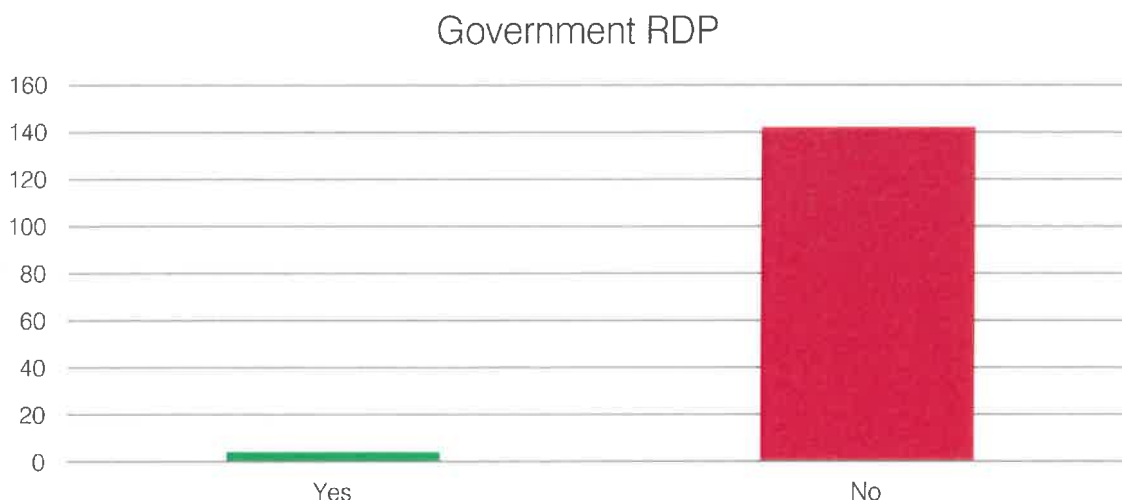


Figure 2: Government RDP Houses

3.3 Reason for Choosing Backyard Dwelling

Respondents indicated varying reasons for choosing backyard dwelling. To begin with, 221, representing 67% said they could not afford to purchase their own property. The number of people who indicated that they did not qualify for subsidy housing were 31, representing 9.4%; 2, representing 0.6% preferred rental than ownership, 1 representing 0.3% indicated that they were not permitted to erect shack on municipal land, hence the reason for choosing backyard dwelling. Further, 7.6% indicated that there was no privacy and space in the front house, another 12, representing 3.6% indicated that they needed cheap short-term accommodation, whereas 4, representing 1.2% indicated they fall into the market gap. 4.5% did not respond at all.

What is the main reason for choosing backyard dwelling?		
Response	n	%
Does not qualify for subsidy housing	31	9.4%
Fall into gap market	4	1.2%
I cannot afford to purchase my own property	221	67.0%
Need cheap short-term accommodation	12	3.6%
No privacy and space in the front house	25	7.6%
Not permitted to erect shack on Municipal owned land	1	0.3%
Other	11	3.3%
Prefer rental than ownership	2	0.6%
Pursuing access to basic service	8	2.4%
No Response	15	4.5%
TOTAL	330	100%

Table 5: Summary of reason for choosing backyard dwelling

Backyard dwelling choice

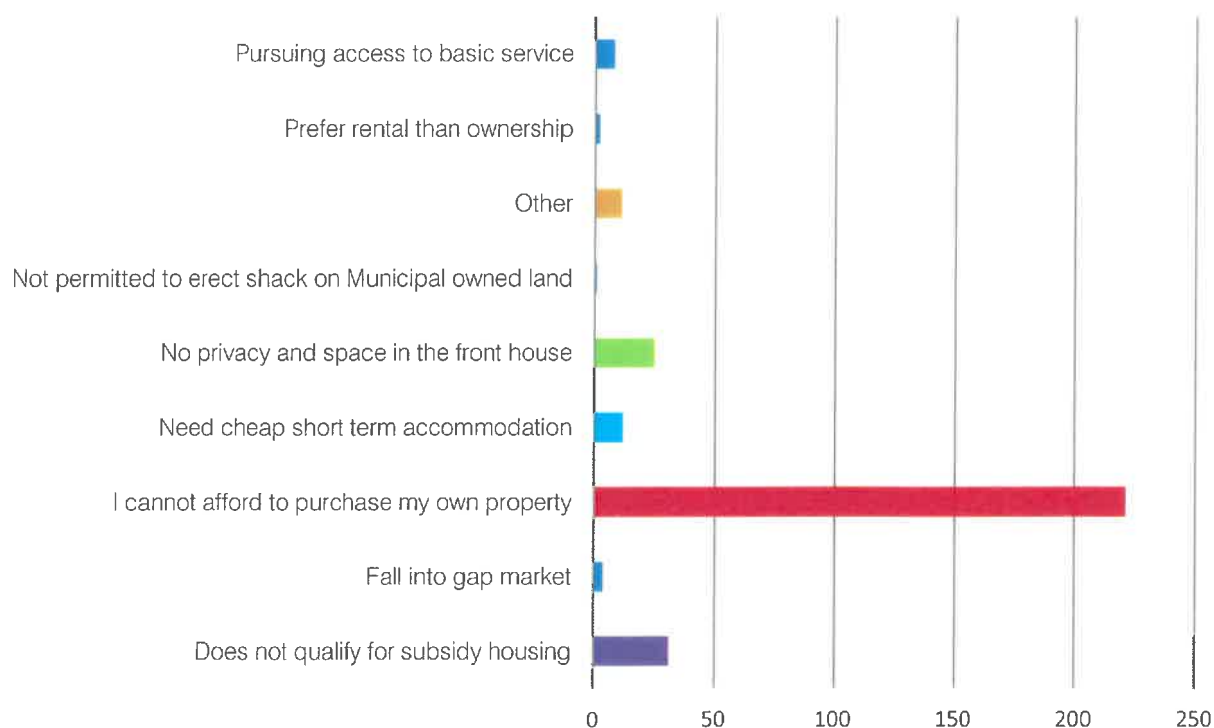


Figure 3: Backyard dwelling choice

3.4 Dwelling Type

Majority of the respondents live in in Wendy houses. Wendy housing accounted for 73.9% of the dwellings, 30 of them, accounting for 9.1% were brick rooms, 7% were shacks, 3.3% were other forms of dwellings, 3.0% were multi-room structure, 0.3% for cottage.

What type of dwelling does this household occupy?			
Response	n	%	
Brick room	30	9.1%	
Cottage	1	0.3%	
Multi-room structure	10	3.0%	
Other	11	3.3%	
Shack	23	7.0%	
Wendy house	244	73.9%	
No Response	11	3.3%	
TOTAL	330	100%	

Table 6: Dwelling types

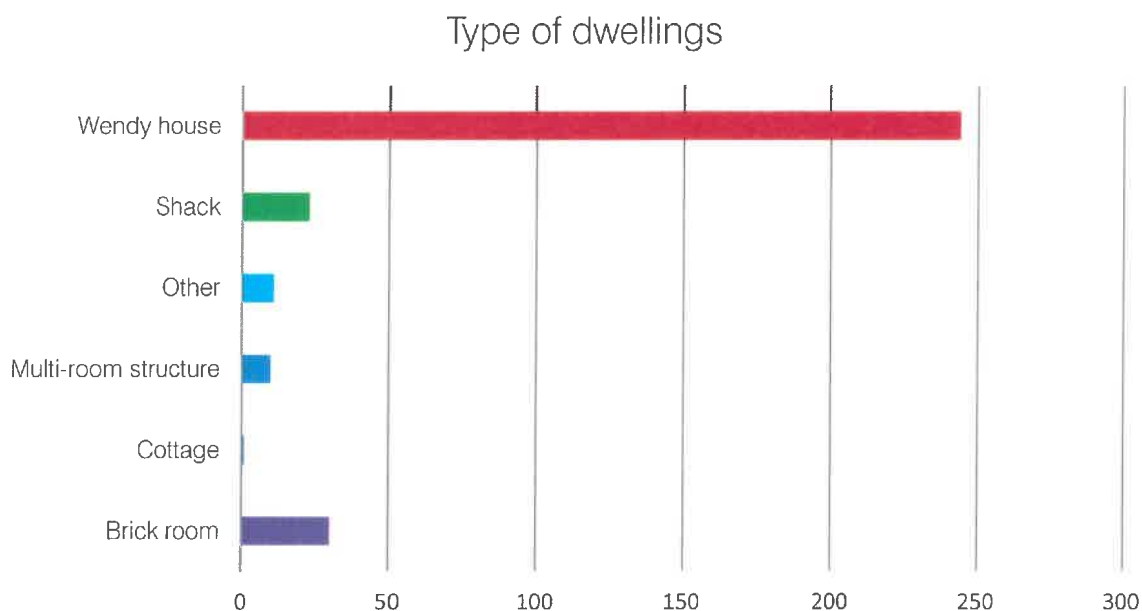


Figure 4: Type of dwellings

3.5 Construction Material

Two main materials were dominant; Wendy house and Wood, representing 32.4% and 37.6% respectively. The rest were brick house (10.9%), corrugated iron and wood (9.1%), nu-tech represented 3.0%, other construction materials covered 1.5%, and lastly asbestos representing 0.3%.

What material is used to construct your backyard unit?			
	Response	n	%
	Asbestos	1	0.3%
	Brick house	36	10.9%
	Cardboard and plastic	4	1.2%
	Corrugated iron and wood	30	9.1%
	Nu-Tech	10	3.0%
	Other	5	1.5%
	Wendy House	107	32.4%
	Wood	124	37.6%
	No Response	13	3.9%
	TOTAL	330	100%

Table 7: Summary of construction material

3.6 Condition of Structure

The condition of the structures occupied by the households in Idas valley were seen as good by the household dwellers. In all, 167 (50.6%) respondents thought of their structures as good, 86 (26.1%) said their structures were average, 37 (11.2%) said their structure were poor, 7% said their structure was very good, and only 2 (0.6%) said their structures were very poor.

What is the condition of the structure?		
Response	n	%
Average	86	26.1%
Good	167	50.6%
Poor	37	11.2%
Very Good	23	7.0%
Very Poor	2	0.6%
No Response	15	4.5%
TOTAL	330	100%

Table 8: Condition of structures



Figure 5: Structure Condition

3.7 Use of Structure

Almost all the structures in Idas valley are residences (304 which accounts for 92.1%), about 34% used their structures for other purposes, 1.5% used the structures for business, and 0.3% used it for a creche.

What is the structure being used for?			
Response	n	%	
Business	5	1.5%	
Creche	1	0.3%	
Other	13	3.9%	
Residence	304	92.1%	
No Response	7	2.1%	
TOTAL	330	98%	

Table 9: Use of the structure

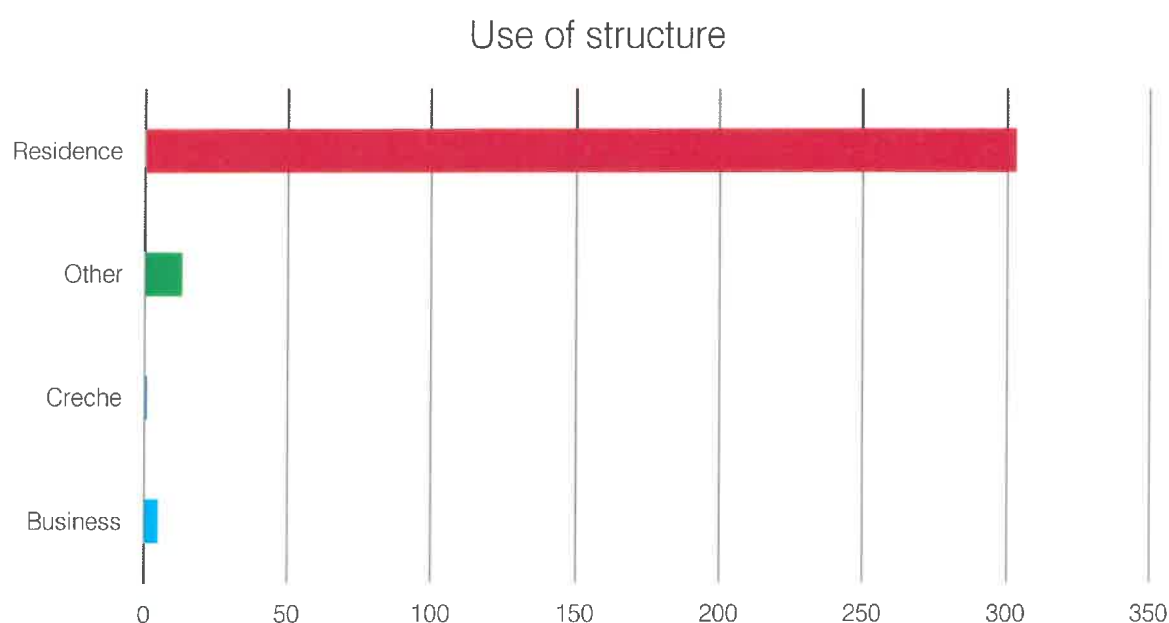


Figure 6: Use of structure

3.8 Disasters Experienced

Residents of Idas valley indicated that strong winds and flooding have been the two major disasters they have experienced. Flooding accounted for 48.8%, whereas strong winds accounted for 35.2%. They further indicated that 16.5% of the disasters were also caused by other occurrences.

What type of disasters do you often experience?			
Response	n	%	
Flooding	148	44.8%	
Other	50	15.2%	
Strong Winds	105	31.8%	
No Response	27	8.2%	
TOTAL	330	92%	

Table 10: Disasters experienced by Idas Valley residents

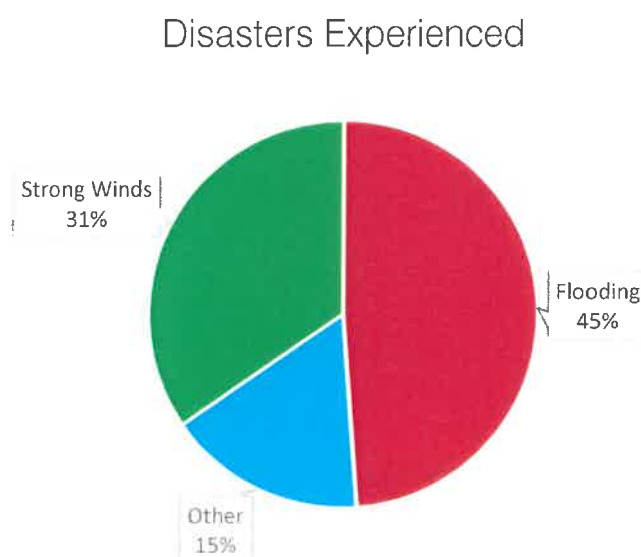


Figure 7: Disasters experienced by Idas valley residents

3.9 Household Information

3.9.1 Household Age Profile

As shown in **Error! Reference source not found.**, 35.3% were between 36 – 50 , 34.3% were youth, 17.3% belong the 51 – 64 age group, 9.1% were between 0 – 13, and about 5% were 65+.

Household Age Profile		
Category	n	%
0 - 13	30	9.1%
14 - 35	104	31.5%
36 - 50	113	34.2%
51 - 64	58	17.6%
65+	16	4.8%
No Response	9	2.7%
TOTAL	330	100%

Table 11: Household age profile

3.10 Social or Government Grant

A large number of Ida valley residents do not receive social or government grants. As can be seen from the table below, 205 (70.7%) indicated that they do not receive any social or government grant, whereas 85 (29.3%) indicated they do.

Household Receipt of Social /Government Grant		
Response	n	%
Yes	85	29.3%
No	205	70.7%
TOTAL	290	100%

Table 12: Social/government grants

3.11 Grant Type

In terms of those receiving social or government grants, majority were non response. (74.4%) Of the respondents, child support grant was the most received by the households, about 12%. This is followed by old age pension (7.5%), disability grant (7%), and care dependency grant (0.6%).

Head of Household (Grant Type)		
Category	N	%
Care dependency grant	1	0.6%
Child support grant	19	11.9%
Disability grant	9	5.6%
Old age pension	12	7.5%
No Response	119	74.4%
TOTAL	160	100%

Table 13: Grant types received by residents of Idas valley

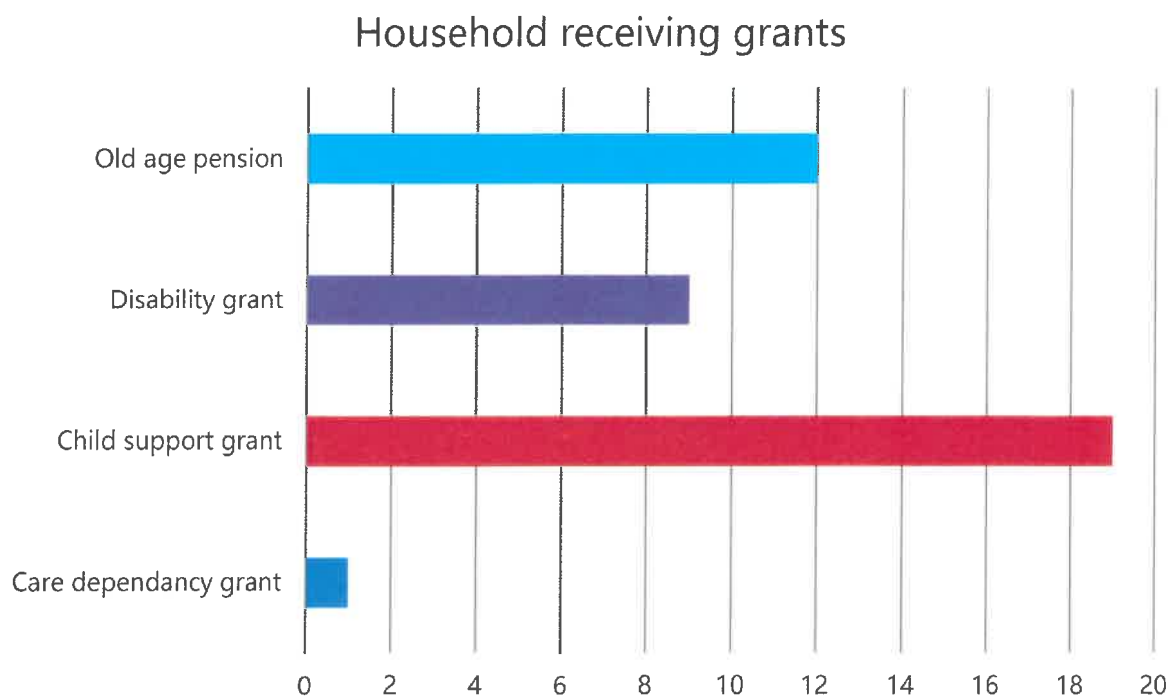


Figure 8: Household receiving grants

3.12 Marital Status

The marital statuses of the households indicated that majority, 157, representing 48%, were single. This is followed by married people, who represent 28.5%, living companion at 5.2%, 3% were widowers, 2.7% divorcees, and 1.8 widows.

Household (Marital Status)		
Response	n	%
Divorced	9	2.7%
Living Companion	17	5.2%
Married	94	28.5%
Single	157	47.6%
Widow	6	1.8%
Widower	10	3.0%
No Response	37	11.2%
TOTAL	330	100%

Table 14: Marital status of households

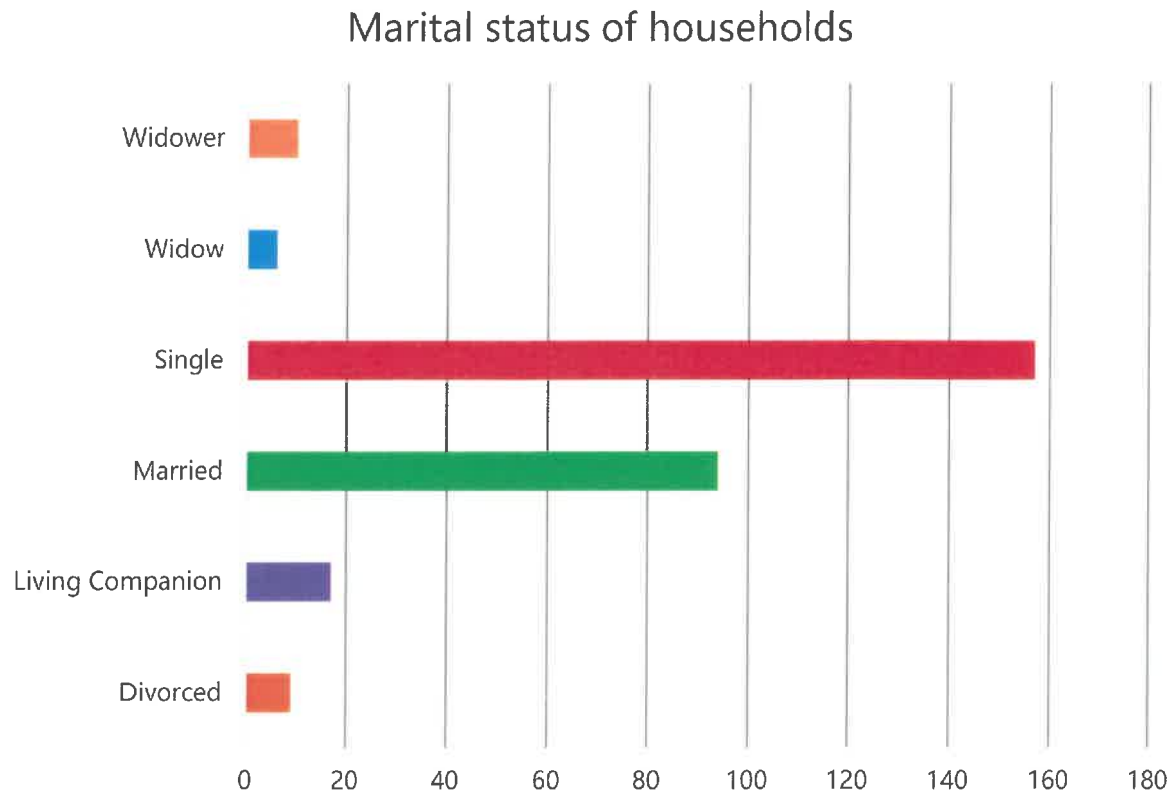


Figure 9 Marital status of household

3.13 Level of Education

Concerning level of education, 63% of Idas valley residents have attained secondary school education, 15.2% have primary school as their highest level of education, 4.2% indicated they've been to college, another 2.7% indicated they pre-school education.

Household (Highest Education)		
Response	n	%
ABET	1	0.3%
College	14	4.2%
Pre-school	9	2.7%
Primary School	50	15.2%
Secondary School	208	63.0%
University	7	2.1%
No Response	41	12.4%
TOTAL	330	100%

Table 15: Highest level of education of residents

2.1% of the inhabitants have university education, and only 0.3% had ABET.

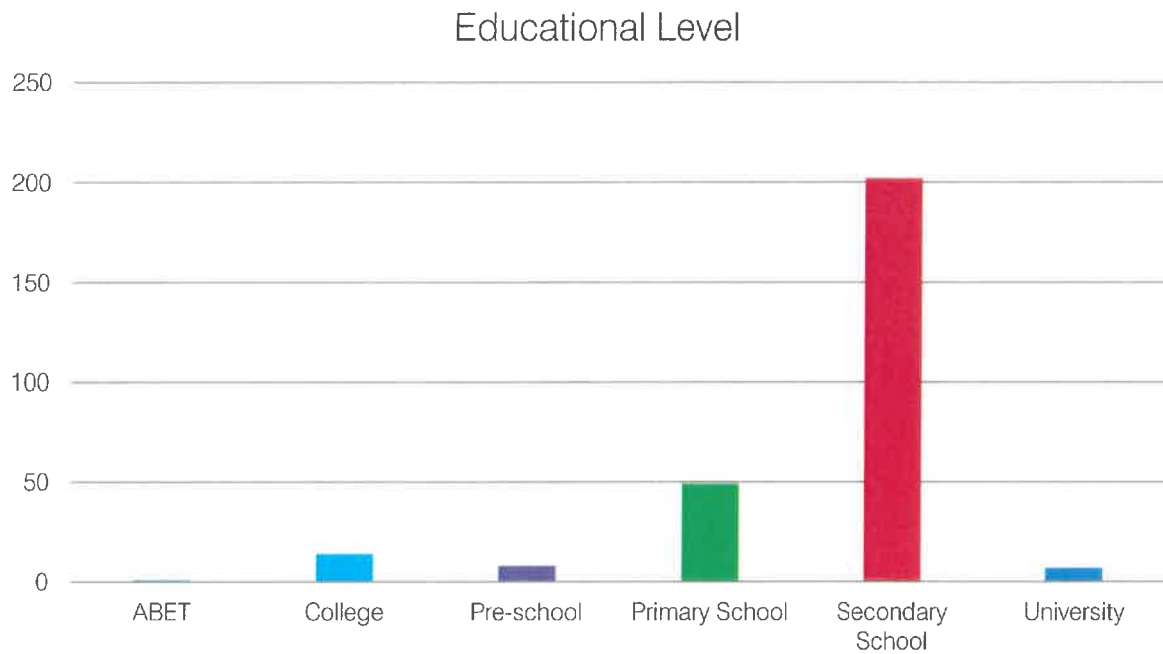


Figure 10: Highest level of education

3.14 Employment

In terms of employment, whereas 149 (45.2%) indicated that they were unemployed, 136 (41.2%) indicated that they were employed.

Household (Employment)		
Response	n	%
Yes	136	41.2%
No	149	45.2%
No Response	45	13.6%
TOTAL	330	100%

Table 16: Employment status of residents

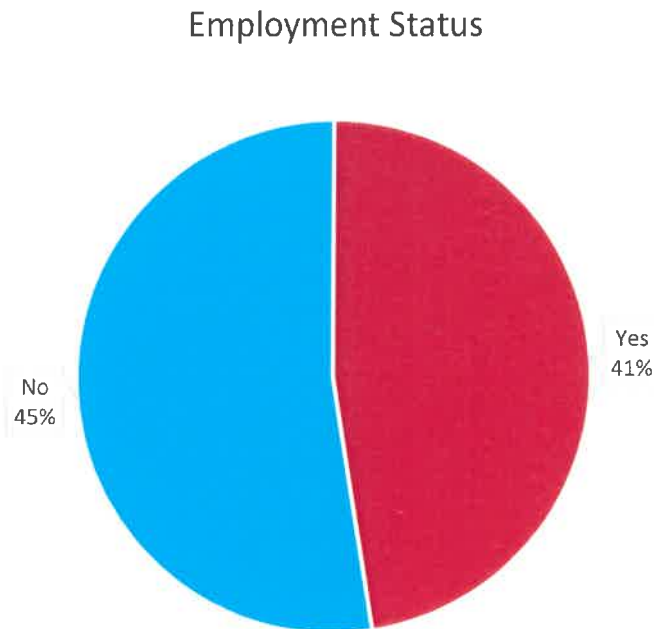


Figure 11: Employment status

3.15 Earnings from Employment

Idas valley residents who are employed received varying salaries. The data showed that 26.4% of those employed received a maximum salary of between R 7,001 – R 22,000, about 24% received between R0– R 3,500, 17% earn between R3,501 – R7,000.

Household (Income Category)		
Category	n	%
R 0 - R 3500	80	24.2%
R 3501 - R 7000	56	17.0%
R 7001 - R 22000	87	26.4%
Above R 22000	2	0.6%
No Response	105	31.8%
TOTAL	330	100%

Table 17: Earnings of Idas valley residents

Only 0.9% of the employed residents in Idas valley receive a salary above R22,000.

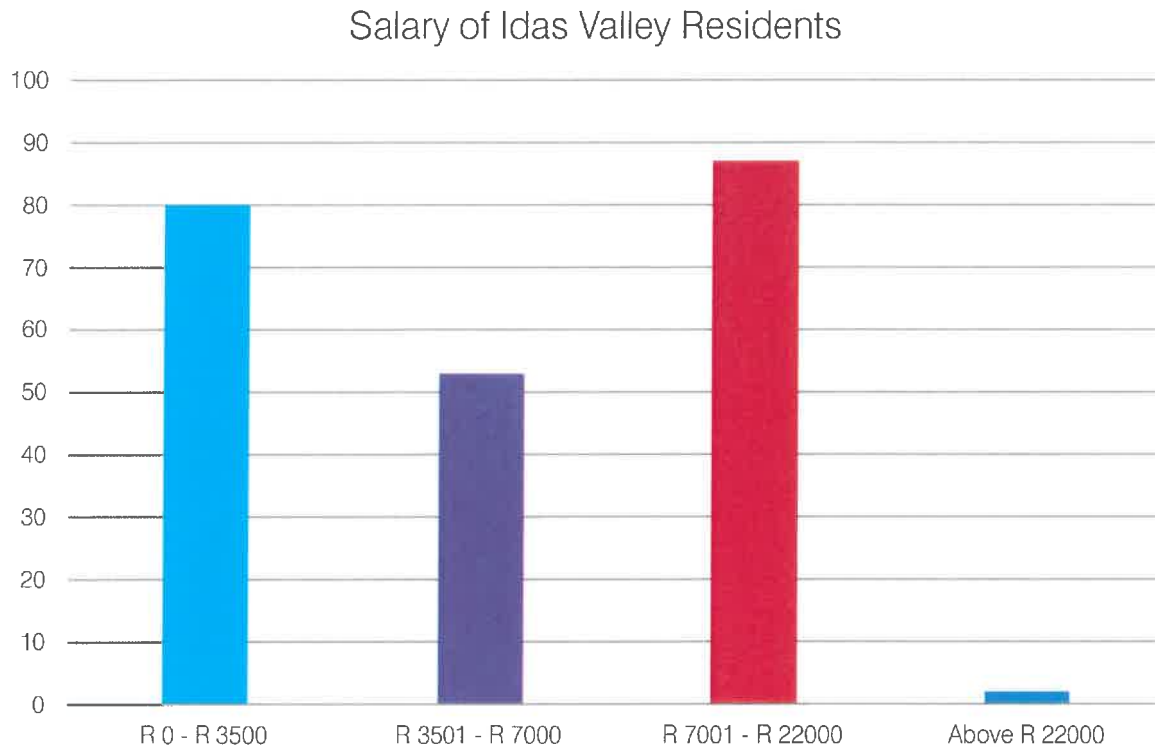


Figure 12: Salary band of residents

3.16 Preferred Mode of Transport

Inhabitants of Idas valley use various modes of transport to work, school, and when visiting town. Public transport is the predominant means of transport, at 33%, followed by walking, which constitutes about 24%. Residents who use their own car follow, with 7%. Some residents use staff transport (1.8%), with some using other (about 1%) means of transport. Bicycle is the least of all the means, 0.3%.

What is your preferred mode of transport to work/school/town?		
Category	n	%
Bicycle	1	0.3%
Other	3	0.9%
Own Car	23	7.0%
Public Transport	109	33.0%
Staff Transport	6	1.8%
Walk	78	23.6%
No Response	110	33.3%
TOTAL	330	100%

Table 18: Mode of transport to work, school, and town

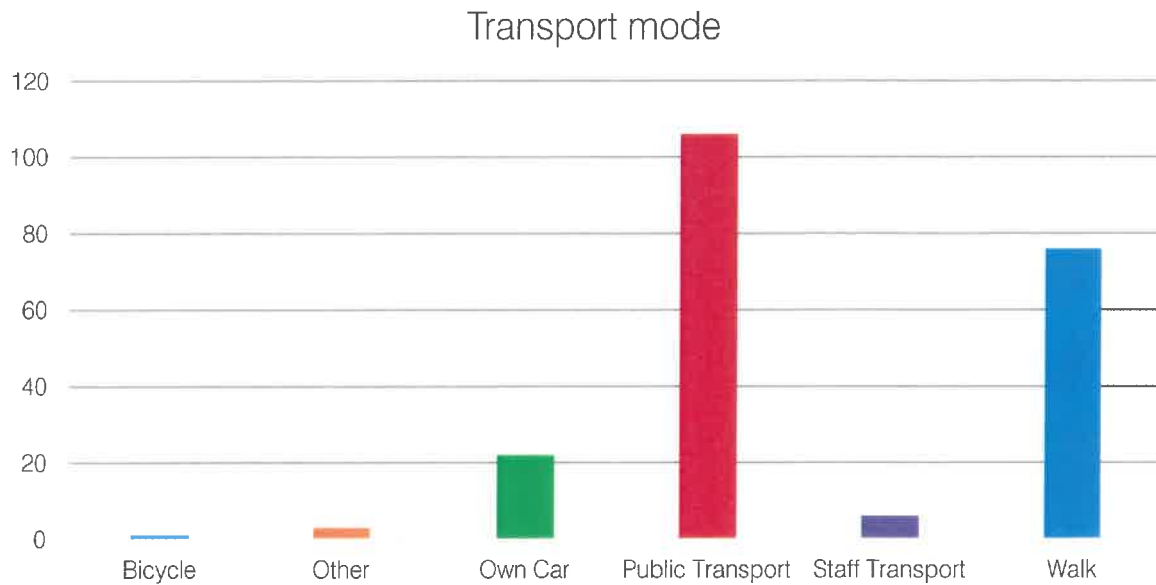


Figure 13: Mode of transportation

3.17 Head of Household

3.17.1 Average Age

The average age of head of household in Idas valley is 45.9 years for 160 household in the data obtained.

Age of Head of Household	
Number	160
Average Age	45.9

Table 19: Average age of Head of Household

3.17.2 Gender

For the head of household, 52% of the inhabitants of Idas valley were female, and 40% were male. As can be seen from

Head of Household (Gender)		
Category	n	%
Male	64	40%
Female	83	52%
No Response	13	8%
TOTAL	160	100%

Table 20

Table 20: Head of Households

Head of Household (Gender)		
Category	n	%
Male	64	40%
Female	83	52%
No Response	13	8%
TOTAL	160	100%

Table 20: Gender for Head of Household

3.17.3 Employment

It can be seen from the table below that about 49% of the head of households are employed.

Head of Household (Employment)		
Category	n	%
Yes	79	49.4%
No	72	45.0%
No Response	9	5.6%
TOTAL	160	100%

Table 21: Head of Household employment

Of those employed, about 38% indicated that they're permanent workers, some 7% are part-time workers, contract and self-employed make up 1.9% each, and those who are seasonally employed make up 0.6%.

Head of Household (Employment Type)		
Category	n	%
Contract	3	1.9%
Part-time	11	6.9%
Permanent	60	37.5%
Seasonal Worker	1	0.6%
Self-employed	3	1.9%
Temporary	1	0.6%
No Response	81	50.6%

TOTAL	160	100%
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Table 22: Employment type for head of household

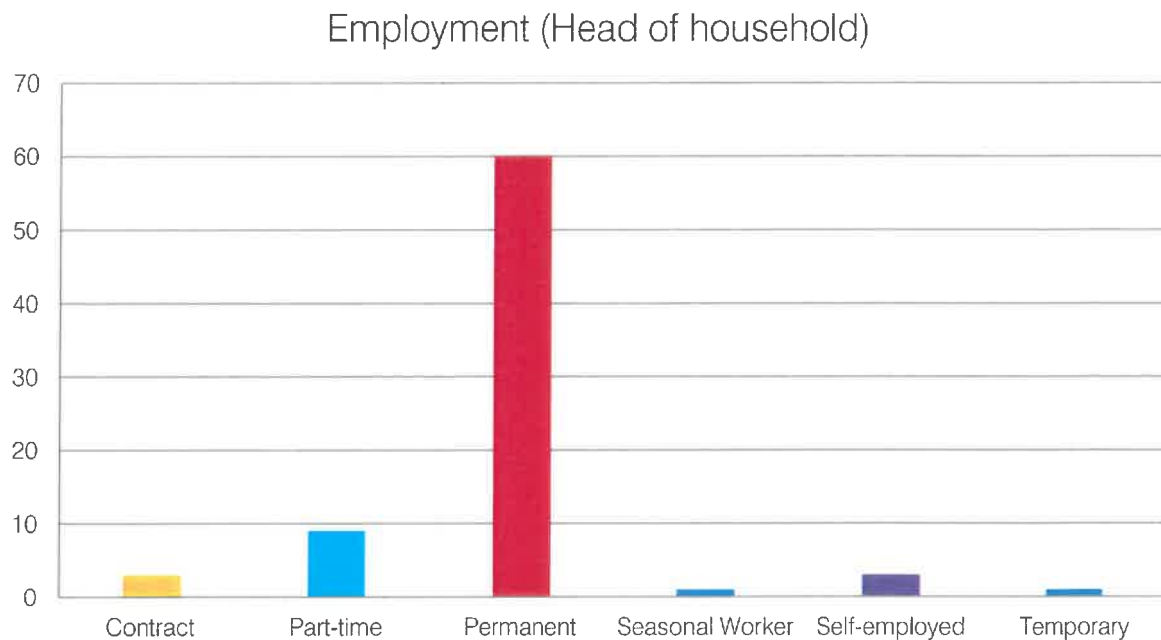


Figure 14: Head of household employment status

3.18 Social/Government Grant

Majority of the heads of households do not take any form of social or government grant. The data in

The table shows that about 68% do not take social or government grants, while some 26% rely on social or government grants.

Head of Household Receipt of Social /Government Grant		
Category	n	%
Yes	42	26.3%
No	109	68.1%
No Response	9	5.6%
TOTAL	160	100%

Table 23: Head of Household (Social/Government Grant)

Of the number who take grants, about 12% of them are child support grant, 7.5% of them are old age pension, some 6% are disability grant, and a small number, 0.6% are care dependency grant.

Head of Household (Grant Type)		
Category	n	%
Care dependency grant	1	0.6%
Child support grant	19	11.9%
Disability grant	9	5.6%
Old age pension	12	7.5%
No Response	119	74.4%
TOTAL	160	100%

Table 24: Head of household (Grant Type)

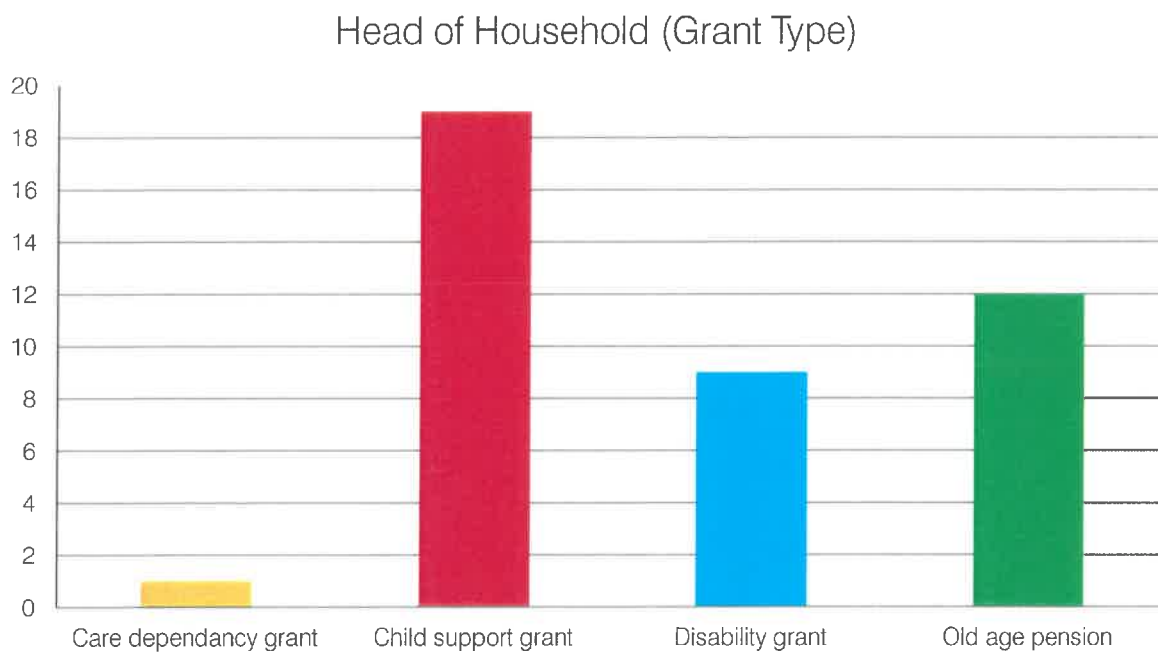


Figure 15: Head of household Grant type

3.19 Marital Status

Most of the heads of households are either single (45%) or divorced (32.5%). Some 6% are widowers, 3.8% each are widows and divorced, and 2.5% are living companions.

Head of Household (Marital Status)		
Category	n	%
Divorced	6	3.8%
Living Companion	4	2.5%
Married	52	32.5%
Single	72	45.0%
Widow	6	3.8%
Widower	10	6.3%
No Response	10	6.3%
TOTAL	160	100%

Table 25: Marital status of head of households

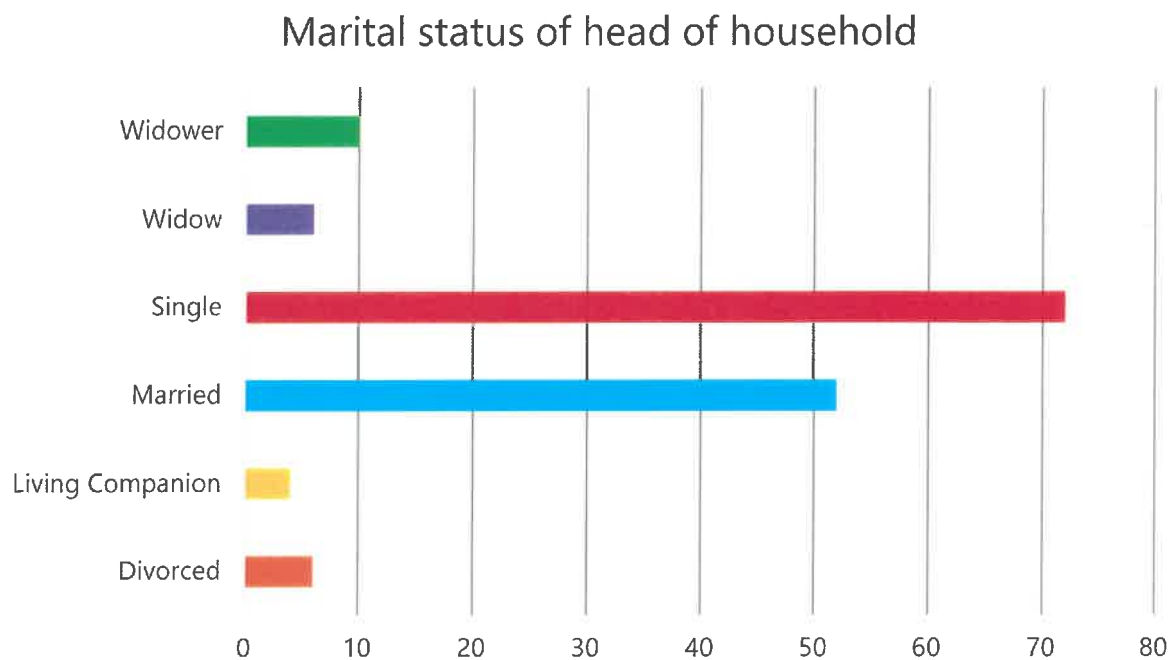


Figure 16: Marital status of head of household

3.20 Income

Head of household incomes are distributed over the income category. About 24% earn below R3,500, 21.6% earn between R3,501 – R7,000, about 13% earn between R7,001 – R22,00, and small group earn above R22,000 (2%).

Head of Household (Income Category)		
Category	n	%
R 0 - R 3500	39	24.4%
R 3501 - R 7000	33	20.6%
R 7001 - R 22000	20	12.5%
Above R 22000	2	1.3%
No Response	66	41.3%
TOTAL	160	100%

Table 26: Income Category of head of household

Further, the average income of head of household is R7, 089.

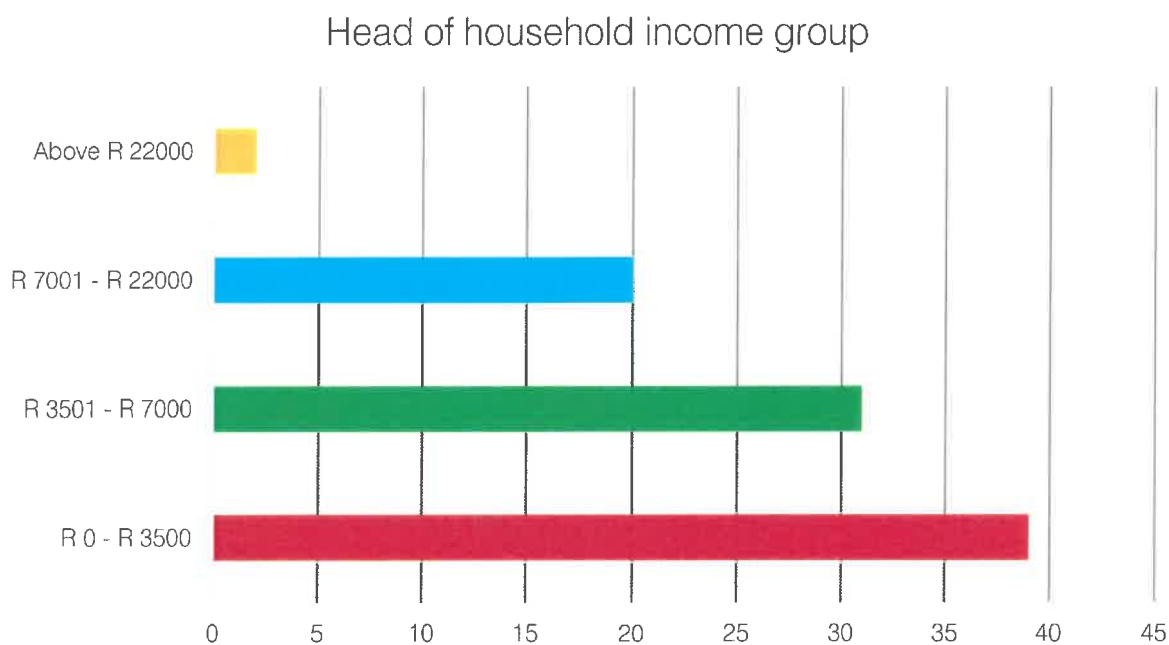


Figure 17: Head of household income group

3.21 Access to Basic Services

This section provides a summary of data on access to basic services by Idas valley residents.

3.21.1 Access to Water

The data showed that, 92% of Idas Valley residents have access to water on their property. The remaining 2.4% do not have access to water on their property, whereas about 6% did not indicate or provide a response to the question.

Do you have access to water on the property?			
Response	n	%	
Yes	302	91.5%	
No	8	2.4%	
No Response	20	6.1%	
TOTAL	330	100%	

Table 27: Access to water

The data showed that back dwellers mostly used the tap in the main house, this accounted for 42%. About 35% of the residents indicated that they used the tap in the yard; and 14% used tap in structure.

How do you access water as a backyard dweller?			
Response	n	%	
Tap in main house	140	42.4%	
Tap in structure	46	13.9%	
Tap in yard	115	34.8%	
No Response	29	8.8%	
TOTAL	330	100%	

Table 28: Means of accessing water by back dwellers

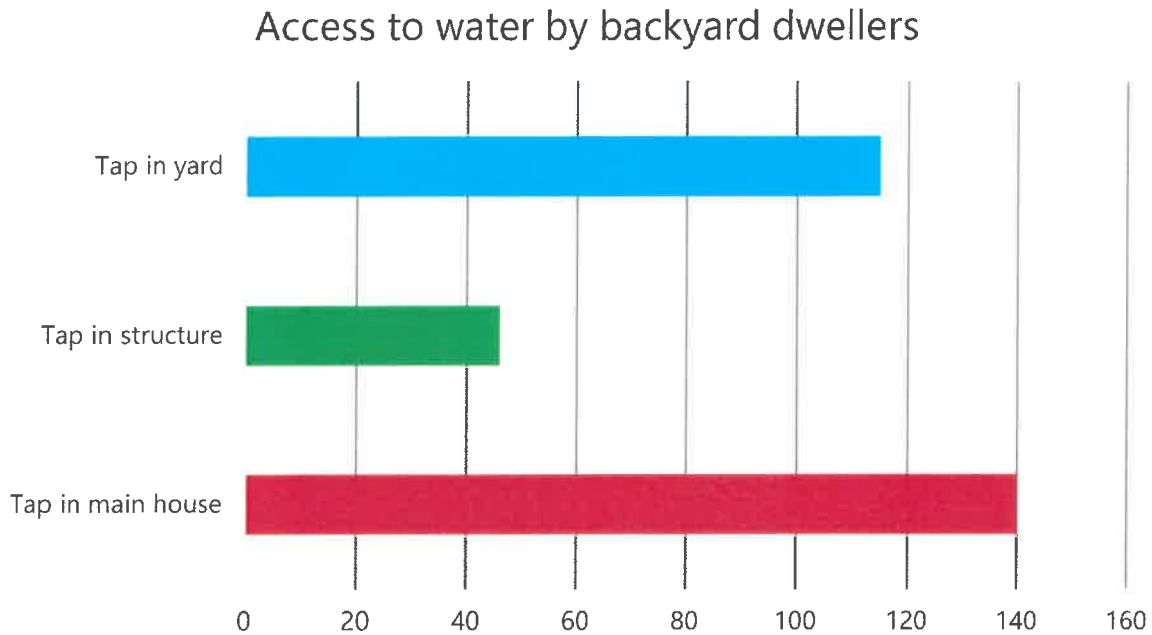


Figure 18: Access to water by backyard dwellers

Further majority all indicated that they walked less than 50 metres to fetch water.

3.21.2 Access Electricity

Most of the inhabitants of Idas valley do not have access to electricity in their structure, with 71% responding no. Only 19% of the respondents have access to electricity in their structure. 11% did not respond to this question.

Do you have access to electricity in your structure?			
	Response	n	%
	Yes	61	18.5%
	No	233	70.6%
	No Response	36	10.9%
	TOTAL	330	89%

Table 29: Access to electricity

3.21.3 Access to Sanitation

As seen in Table 30, the toilets were mostly in the main house (about 41%). This was followed by toilet in yard (23.3%). Toilet inside the backyard structure accounted for

10.3%, whereas bucket toilets were under 1%. Some 25% did not indicate which of the choice applies.

Access to sanitation facilities.			
	Response	n	%
	Bucket toilet	3	0.9%
	Toilet in main house	134	40.6%
	Toilet in yard	77	23.3%
	Toilet inside the backyard structure	34	10.3%
	Non-Response	82	24.8%
	TOTAL	330	100%

Table 30: Access to sanitation facilities

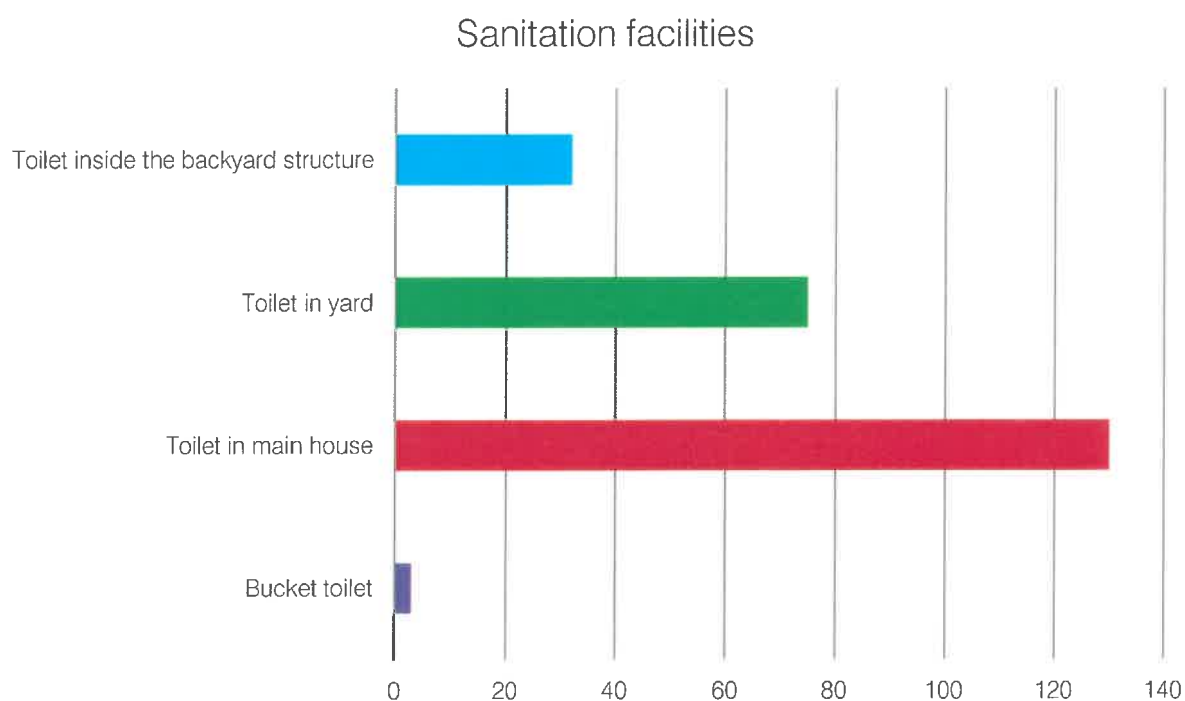


Figure 19: Sanitation facilities

For the toilets in the main yard, about 20% of them were flush toilet with septic tank and about 4% were waterborne. Many of the respondents did not indicated which of the choices apply (76.7%).

If toilet in yard, what facility type is it?		
Response	n	%
Flush toilet with septic tank	65	19.7%
Waterborne	12	3.6%
Non-Response	253	76.7%
TOTAL	330	100%

Table 31: Toilet facility in yard

3.21.4 Refuse Removal

The data in Table 32 shows that Idas valley residents use wheelie bins for refuse disposal (about 90%), and 1.5% use the municipal skips.

How do you dispose off waste in your area?		
Response	n	%
Municipal Skips	5	1.5%
Wheelie Bin	296	89.7%
Non-Response	29	8.8%
TOTAL	330	100%

Table 32: Disposal of refuse

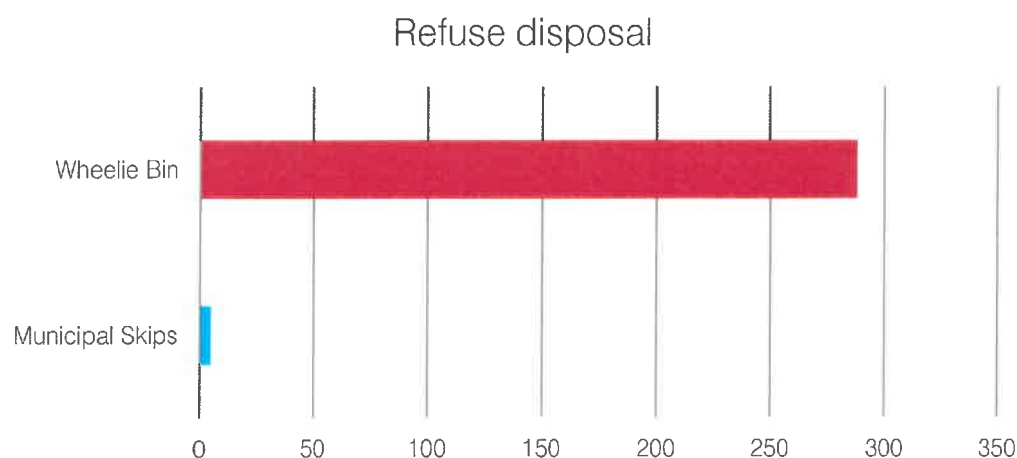


Figure 20: Refuse disposal

4. CHALLENGES

- Lack of enough time given to effective planning and preparation for the survey especially the data collection tools. This resulted in updating of the questionnaire on a number of occasions. The result was that some questions that were in the first questionnaire were omitted in the updated questionnaire, hence when you collate the data sets of information collected with differing survey instruments there are gaps.
- Difficult to attract local fieldworkers for data collection and to retain them,
- It was difficult for the local fieldworkers to access some properties,
- Some community members refusing to participate in the survey and also reluctant to provide information pertaining to salary, employment status etc.
- The identified backyard structure study area was not covered during the survey,
- The backyard survey questionnaire that was initially developed for backyard surveys was setup up to only collect head of household data and not of the entire household,

5. CONCLUSION

The aim of the survey was to obtain socioeconomic data about households – employment, income, education, and services – in informal settlements to inform planning and guide policies on informal settlements within the Stellenbosch Municipality. This study has provided insights into one such informal community, Idas valley.

An important conclusion that can be made is, since the study showed that, 79.7% of Idas valleys inhabitants do not have access to electricity. The municipality and relevant stakeholders should engage the community to find ways of extending metered electricity to the community.

Also, flooding seems to be an issue and stakeholders should take note of that. Relevant experts should be sent to the community to access the situation.

5.2	DELEGATED MATTERS
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NONE

6.	REPORTS SUBMITTED BY THE MUNICIPAL MANAGER
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NONE

7.	NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY THE MUNICIPAL MANAGER
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NONE

8.	CONSIDERATION OF URGENT MATTERS
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NONE