

PIXLEY KA SEME DISTRICT MUNICIPALITY

2024-25 EPWP BUSINESS PLAN



Prepared by:
Pixley Ka Seme District Municipality
Private Bag X1012
De Aar
7000

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PIXLEY KA SEME DISTRICT MUNICIPALITY

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INTRODUCTION

PROJECT NAME

The project will be known as the “Pixley ka Seme Expanded Public Works Projects 2023-24” which includes the following projects:

Environmental Health Services support in Pixley ka Seme District
Employment of support staff for Pixley ka Seme District Municipality
Replacement of carpets in Pixley ka Seme district offices, and
Cleaning project in De Aar.

BACKGROUND OF IDENTIFIED PROJECTS

Four projects were identified to be implemented during the 2024-25 financial year.

ENVIRONMENTAL HEALTH SERVICES SUPPORT IN PIXLEY KA SEME DISTRICT

The Municipality has a Constitutional duty to strive within its financial and administrative capacity to promote a safe and healthy environment & have the responsibility, through Municipal Health Services to ensure that all municipalities within its jurisdiction regulate all activities and administer all matters for which they are legally responsible in a manner that-

- Avoids creating environmental health hazards or nuisances;
- Does not make it easier for human or animal diseases to spread;
- Does not give rise to unsanitary or unhygienic conditions;
- Prevents unsafe food or drinks from being eaten or drunk;
- Avoids creating conditions favorable for infestation by pests; or
- Wherever reasonably possible, improves public health in the entire district municipal area.

To respond to the constitutional duty, Pixley Ka Seme District Municipality gazetted Municipal Health Services By-Law on 19 April 2019 & took over Environmental Management Services function from Department of Environmental Affairs. The MHS-By-law & Air Quality Management Plan main purposes is to ensure council is able to regulated all activities within Municipal Health Services unit.

Health promotion and training programmes are the main mechanisms for equipping the community with knowledge and information. EHPs also interact formally and informally with the public on a wide range of health education and training initiatives. These initiatives emphasise the promotion of healthy lifestyles, personal hygiene and a safe and healthy environment.

The objective of this project is to provide support to Municipal Health Officials in health promotion and training programmes to equipped the community and ECD learners with knowledge and information.



EMPLOYMENT OF SUPPORT STAFF

Support staff appointed in the Pixley ka Seme district under the EPWP programme are the logistical support to Speaker's office, EPWP data capture, finance admin clerk and tourism field worker.

REFURBISHMENT OF PIXLEY KA SEME OFFICES: PHASE 4 REPLACEMENT OF CARPETS

The premises was bought during the early 1990's and was the building expanded by adding the central offices in 2008. Major refurbishment work was never done since then and is the work long overdue. Carpets are old, dirty and full of dust which pose a health risk to employees. The carpets will be replaced with laminating flooring.

CLEANING PROJECT – DE AAR

Pixley ka Seme District Municipality will be implementing a cleaning neighbourhood in De Aar in partnership with Emthanjeni Municipality.

LOCATION

ENVIRONMENTAL HEALTH SERVICES SUPPORT IN PIXLEY KA SEME DISTRICT

An EPWP beneficiary will be employed in the main town of each municipality in the district.

Municipality	Town	Latitude	Longitude
Emthanjeni	De Aar	30.6548077°S	24.0108939°E
Kareeberg	Carnarvon	30.9695972°S	22.1288885°E
Renosterberg	Petrusville	30.0789381°S	24.656844°E
Siyancuma	Douglas	29.053043°S	23.7736394°E
Siyathemba	Prieska	29.6670018°S	22.7496403°E
Thembelihle	Hopetown	29.6211645°S	24.083556°E
Ubuntu	Victoria West	31.4035977°S	23.1102947°E
Umsobomvu	Colesberg	30.719701°S	25.0974177°E

EMPLOYMENT OF SUPPORT STAFF, REPLACEMENT OF CARPETS AND PARTITIONING OF OFFICES

This project will be based at the Pixley ka Seme District offices in De Aar within the Emthanjeni Local Municipal area.

District: Pixley ka Seme District Municipality
Town: De Aar
Latitude: 30°39'15" S



Longitude: 24°00'40" E

CLEANING PROJECT – DE AAR

This project will be based in De Aar within the Emthanjeni Local Municipal area.

District: Pixley ka Seme District Municipality
Town: De Aar
Latitude: 30°39'02" S
Longitude: 24°00'38" E

PURPOSE OF PROJECT BUSINESS PLAN

The main purpose of the Project Business Plan is to outline how the incentive grant of R1 200 000-00 will be split utilized in implementing EPW projects.

AIM AND OBJECTIVES OF THE EPWP PROGRAMME

The Full Time Equivalent target set by the DORA 2024 is 12 FTE's. A FTE is 1 work opportunities which last 220 work days or 2 work opportunities which lasted 110 work days.

During implementation, employment opportunities will be created for the local community which will alleviate poverty in the area.

Opportunities for SMME's will be created, which can be employed in other similar projects in the area after completion of the project. This will result in the capacity building and empowerment of the local people.

As this project will support the economic growth in the area, more job opportunities can be created after completion of the project, which will result in the alleviation of poverty in the area.

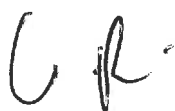
It is also a requirement that 2% of the grant should be spend on training.

SCOPE OF THE WORKS

The activities for the projects are as follows:

ENVIRONMENTAL HEALTH SERVICES SUPPORT IN PIXLEY KA SEME DISTRICT

Activities conducted for this project entails administrative work in conducting health promotion and training programmes in the community at schools, ECD Centres, old age homes and other institutions. These initiatives emphasise the promotion of healthy lifestyles, personal hygiene and a safe and healthy environment.



SUPPORT WORKERS FOR PIXLEY KA SEME DISTRICT MUNICIPALITY

Activities conducted for this project entails administrative work in support of district programmes e.g. tourism promotion, council programmes by providing logistical support, capturing of EPWP beneficiaries on the system, filing and processing of EPWP beneficiaries' payments, etc.

REFURBISHMENT OF PIXLEY KA SEME OFFICES: PHASE 4 REPLACEMENT OF CARPETS

Activities for the project entails:

- The removal of old carpets, skirtings and underlay.
- Installation of underlay, laminating flooring as well skirtings, quarter round and edging.

CLEANING PROJECT - DE AAR

The project will be implemented in two phases.

- Phase 1 consist of the actual cleaning of neighbourhoods in De Aar by litter picking, bush clearing and waste awareness campaign.
- Phase 2 of the project will be the acquisition of waste bins with liners and the strategic placing thereof in De Aar targeting the business nodes and access routes to public amenities.

DECISION MAKING HIERARCHY

PROJECT STEERING COMMITTEE (PSC)

If needed a Project Steering Committee (PSC) can be established, to support the Implementation of the project.

This PSC may consist of the following representative institutions:

Local Municipality – Municipal Officials
Pixley Ka Seme DM - Officials
Project Manager
Community Liaison Officers

The Project Manager will report monthly to the PSC.



IMPLEMENTING AGENCY

Pixley Ka Seme District Municipality will be the Implementing Agent.

Contact person: Mr I. Visser (Municipal Manager)
Address: Pixley Ka Seme District Municipality
Private Bag X 1012
De Aar
7000
Telephone number: (053) 631 0891
Fax number: (053) 631 2529

PROJECT MANAGEMENT

Pixley Ka Seme District Municipality, will be responsible for implementation of the project, and will appoint a project manager who will be responsible for the Planning, Supervision, Documentation and general Project Management of the project.

CONFORMITY WITH EPWP GUIDELINES

PROJECT DEVELOPMENT

The development of the project comprises of the following aspects, as obtained from the EPWP Guidelines:

TRAINING PROGRAMME

Depending on the existing skills level and the skills required on different components of the project, training needs will be assessed and arranged.

Training will be provided to ensure the capacity building and empowerment process. The accredited and non-accredited training processes will be monitored by the Project Manager, who will report to the Project Steering Committee.

Training can be provided in:

- Installation of laminating flooring
- Occupational Health and Safety
- Supervisory skills
- Waste campaign

EMPLOYMENT POLICY

It is the policy of the District Municipality, to give preference to unemployed people from the areas.

Special consideration will be given to

- Single-parent households;
- Gender equity;
- Youth;



The policy for the project will be to employ as **much labour** as economically possible from the communities affected, however if skilled workers or plant are not available, it will be sourced elsewhere.

The CDW (Community Development Worker) at the Local Municipalities will be contacted to provide a list of locally unemployed people within the region where the work will take place. The CDW will adhere to a fair policy of employment.

TENDER PROCEDURES

The Project Manager in collaboration with the Implementing Agent will prepare and call for tenders for all outsourced work on the supply of materials, plant and operators where and when needed.

A Simplified bidding tender document will be handled in accordance to Standard Procedures as defined in the Supply Chain Management Policy of the District municipality.

THE ENVIRONMENT

The project will be implemented in the residential areas and no need of an Environmental Impact Analysis (EIA) in terms of the Environment Conservation Act (Act No 73 of 1989) needs to be conducted.

WAGES AND LABOUR STANDARDS

Wages and labour standards will comply with the guidelines proposed by the Framework Agreement for the Implementation of Labour Intensive Projects and the National Public Works Programme

FUNDING PLAN AND BUDGET

FUNDING PLAN

The Expanded Public Works Programme Incentive Grant allocation to Pixley ka Seme District Municipality will be used for project implementation. The Municipal Manager, will, in accordance with Standard Procedures, take responsibility for the administration of all funds.

The cashflow include the training/capacity building programme to be implemented during programme implementation.



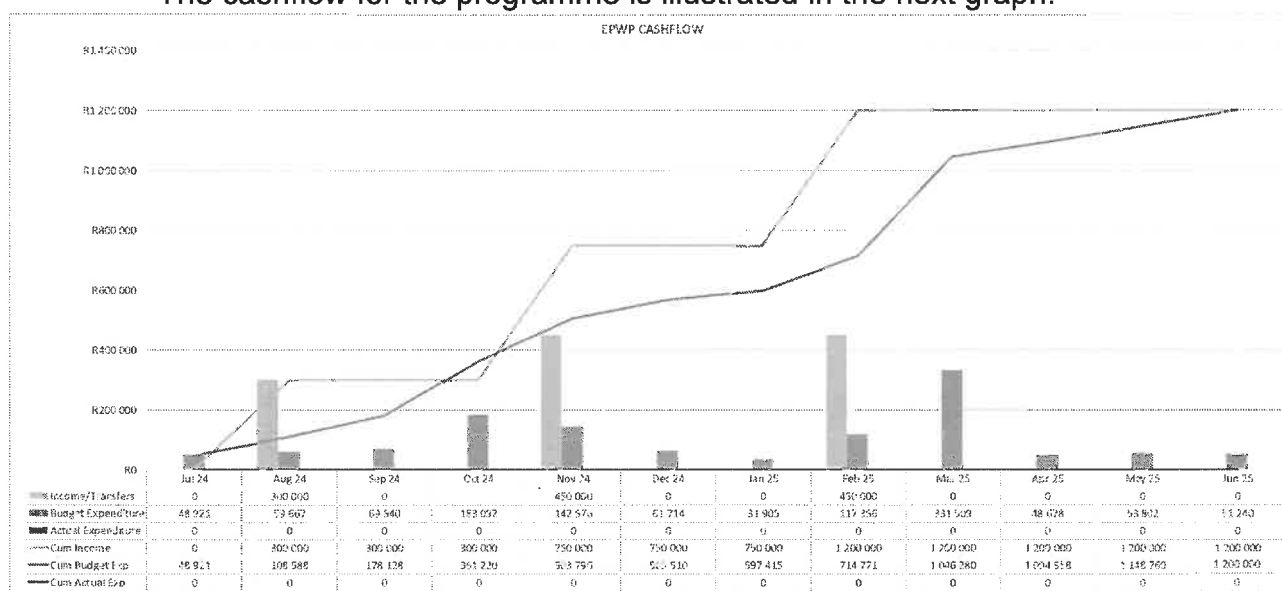
ESTIMATED PROJECT COST

The R1 200 000 EPWP Incentive Grant will be used as follows:

Project	Budget Allocations	Implementation period		Number of Employment opportunities
Municipal Health Services Support	297 280	01 Jul 2024	30 Jun 2025	8
Office Support Workers	230 310	01 Jul 2024	30 Jun 2025	4
Refurbishment of Pixley ka Seme Offices: Phase 4 Replacement of carpets	112 116	03 Feb 2025	30 Jun 2025	6
Cleaning project - De Aar	500 294	01 Oct 2024	30 Apr 2025	22
Administration	60 000			
Grand Total	1 200 000			40

CASHFLOW

The cashflow for the programme is illustrated in the next graph.



CONCLUSION

The project will also contribute to the socio-economic upliftment by the job creation and capacity building process. Jobs provide security and promote social stability.

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EXECUTIVE MAYOR:



DATE POLICY APPROVED:

16 May 2024

RESOLUTION:

R2024-05-16 (9.13)

