KAI !GARIB MUNICIPALITY

2012/13

ANNUAL REPORT

Volume I

Version 4: 23 July 2012

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PROPOSED REVISED ANNUAL REPORT TEMPLATE

The purpose of this revised Annual Report template is to address the need expressed by a number of municipalities for assistance in the preparation and development of improved content and quality of Municipal Annual Reports. It replaces a template dating back to August 2003.

This template gives effect to the legal framework requirement, concepts and principals espoused in the White Paper on Local Government and Improving Government Performance. It reflects the ethos of public accountability. The content gives effect to information required for better monitoring and evaluation of government programmes in support of policy decision making. The template provides an improved overview of municipal affairs by combining the performance report data required under Municipal Systems Act Section 46 with annual report data referred to in that Act and in the MFMA.

The revised template makes its contribution by forging linkages with the Integrated Development Plan, Service Delivery and Budget Implementation Plan, Budget Reforms, In-year Reports, Annual Financial Statements and Performance Management information in municipalities. This coverage and coherence is achieved by the use of interlocking processes and formats.

The revised template relates to the Medium Term Strategic Framework particularly through the IDP strategic objectives; cross cutting nature of services offered by different spheres of government, municipal service outcome indicators; and the contextual material as set out in Chapters 3, 4 & 5. It also provides information on good management practice in Chapter 4; risk management in Chapter 2; and Supply Chain Management in Chapter 5; and addresses the Auditor-General's Report, dealing with Financial and Performance Management arrangements in Chapter 6. This opens up greater possibilities for financial and non-financial comparisons between municipalities and improved value for money.

The revised template provides information on probity, including: anti-corruption strategies; disclosure of financial interests by officials and councillors; disclosure of grants by external parties, disclosure of loans and grants by municipalities. The appendices talk to greater detail including disaggregated information on municipal wards, among others.

Notes are included throughout the format to assist the compiler to understand the various information requirements. Once the draft has been finalised, training will be provided to facilitate the implementation of this initiative, and separate additional guidance may be issued if necessary.

We wish to express our gratitude to the members of the Annual Report Reference Group, consisting of national, provincial and municipal officials for their inputs and support throughout the development of this document.

MFMA Implementation Unit, National Treasury — October 2009

Chapter 1

CHAPTER 1 – MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: MAYOR'S FOREWORD

Foreword of the Mayor

In accordance with the Municipal Systems Act 2000 (MSA) section 46 and the Municipal Finance Management Act 2003 (MFMA) section 21 every municipality must prepare and submit an annual performance report. This annual performance report should be accompanied by the annual report as well as the annual financial statements of the municipality.

The purpose of the annual report is to provide a report on the performance of the municipality on the service delivery and budget implementation for the financial year, to provide a record of the activities of the municipality during the financial year, to promote accountability to the local community for the decisions made throughout the year by the municipality and to reduce additional reporting requirements that will otherwise arise from government departments, monitoring agencies and financial institutions.

With the above in mind, the goal of this annual report of Kai !Garib Municipality in the Northern Cape is to inform you on the number of projects that were completed during the 2012/2013 financial year. During the 2012/13 financial year we completed, among other projects, community high mast lighting in Warmsand and the planning, design and construction of access and collector roads in Alheit.

A comprehensive overview of all projects in the Kai !Garib Municipal area is contained in this document.

With this in mind I would also like to add that this annual report is the product of a dedicated team of councillors, administration and the input and suggestions from the community. I want to thank them for their selfless contribution to the report.

Thank you.

____
Signed by Councillor JJJ Olyn (Mayor)

T 1.0.1

Chapter 1

COMPONENT B: EXECUTIVE SUMMARY

1.1. MUNICIPAL MANAGER'S OVERVIEW

MUNICIPAL MANAGER'S OVERVIEW

This document sets out Kai !Garib Municipality's annual operational performance which containing key municipal output, plans and priorities of the previous financial term of office. The plan operationalizes key elements of municipal action localising resource contributions of national, provincial and district support as well as basic needs outlined development plans within a rolling 5-year implementation cycle. The mere questions are: **W**hat is received and **How** much is spend together with **What** must still be done? This Annual Report of 2012/13 is not a stand-alone document and has to be read in conjunction with a host of other strategic issues of areas surrounding the three major towns: Keimoes, Kakamas and Kenhardt together with Augrabies as an economic growth corridor not to exclude the inclusion Riemvasmaak (Vredesvallei & Sending). The purpose of this reporting document is to enhance sectoral project planning and alignment by including their functions and contributions towards eradication of service backlogs, progress and implementation thereof.

Chapter 1

Central to the execution of annual reporting is the need for economic growth and job creation which has an impact on livelihood social change patterns together with the choices and decisions that the municipality make. Here, the introduction of EPWP and other job creation efforts through state infrastructure development projects and private sector contributes as positive catalyst to the social challenge. The need for marketing the region and attracting international and regional investment are also key elements in financing the execution of Kai !Garib's Municipality's Service Delivery Budgetary Implementation Plan, a tool which is informed by the IDP. Noted, that the latter mentioned which forms the content of the Annual Plan is further refined through a prioritisation process within available budget parameters and alternative service delivery mechanisms to reflect an affordable, bankable, implementation plan.

Key Priority Issues as well as national and provincial strategic issues as encapsulated in various national and provincial plans are concretised and aligned with the following Key Performance Areas:

- ***Basic Service Delivery***
- ***Municipal Institutional Development and Transformation***
- ***Local Economic Development***
- ***Municipal Financial Viability and Management***
- ***Good Governance and Public Participation***

The above KPA's also align with the Department of Co-operative Government, Human Settlement and Traditional Affairs in the Provincial and as well as National Strategic Focus Areas. In conclusion of importance is *inter alia,* the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to the Municipal Manager.

The Vision

"Creating an economically viable and fully developed municipality, which enhances the standard of living of all the inhabitants / community of Kai !Garib through good governance, excellent service delivery and sustainable development."

Chapter 1

The Mission

Provision of transparent, accountable and sustainable service delivery

The Values of Kai !Garib Municipality which guides daily conduct:

- Improved communications and relationships with key role-players
- Transparency in planning and management
- Proper understanding of the needs of communities
- The implementation of a development orientated approach to Local Government.
- Discipline and motivation among officials and councillors
- Building capacity among the staff and Community wherever possible in order to enable them to play an effective role in Local Government.

Chapter 1

1.2. MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

INTRODUCTION TO BACKGROUND DATA

The municipality is responsible for the delivery of all basic services, i.e. water, sanitation, electricity, refuse removal, housing, local economic development, and storm water drainage.

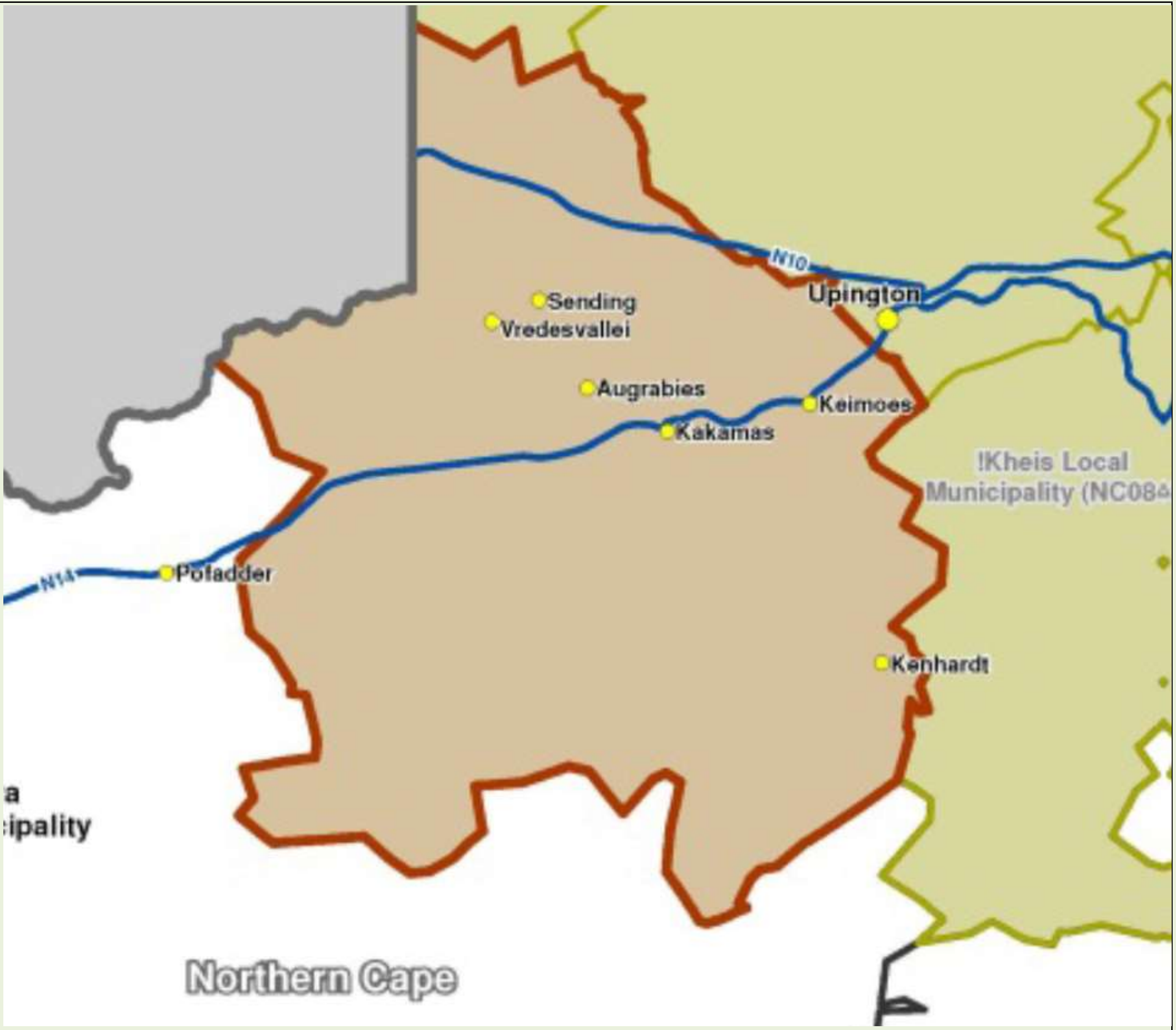
The delivery of services is addressed through the municipal planning processes, like the Integrated Development Plan (IDP), the Capital and Operational Budgets and the Service Delivery and Budget Implementation Plan (SDBIP).

As can be seen in T1.2.2 the population of the municipality is spread over a wide area, with towns more than 80 km from Keimoes. The entire municipal area covers 7 449 square kilometres. The long distances put a heavy burden on services that must be delivered by vehicle, e.g. refuse removal, sanitation road maintenance and street light maintenance.

The Municipal Area falls within the ZF Mgcawu Municipality's Area and covers an area of 7449 km^2. The Municipal Area consists of 3 large towns, i.e. Kakamas, Keimoes and Kenhardt. In between these towns, 6 former settlements are found, previously administrated by the "Benede-Oranje" District Council. Keimoes is ± 40km west of Upington and 40km east of Kakamas.

T 1.2.1

Chapter 1



Here follows a brief overview of our municipality

 Municipal Demarcation Code: NC082

 Location of Head Office: 11th Avenue, Kakamas, 8870

 Municipal Area: 7 449 square km.

 District Municipality: ZF Mgcawu Municipality (Upington)

 Population:+ 65 869 (Statistics South Africa, 2011 Census).

 Schools: 5 Secondary Schools; 26 Primary Schools;

 Medical Facilities: 21 Medical facilities.

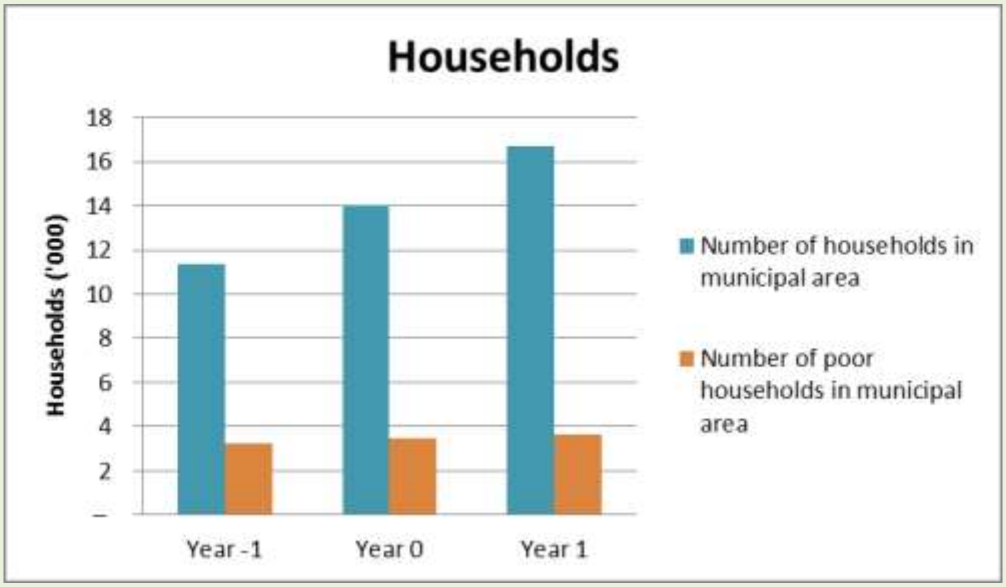
Chapter 1

 Police Stations: 5 Police stations

 Main Economic Activities: Agriculture (Luzern, cotton, corn, raisins and wine grapes) Livestock farming, Ostrich farming and Tourism.

Population Details									
								Population '000	
Age	Year -1			Year 0			Year 1		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Age: 0 - 4	3086	2984	6070	2879	2766	5645	2845	2695	5540
Age: 5 - 9	3000	2793	5793	2609	2647	5256	2699	2596	5294
Age: 10 - 19	6155	6324	12479	5522	5705	11227	5990	5514	11504
Age: 20 - 29	5508	5453	10961	5964	6199	12163	8609	7020	15629
Age: 30 - 39	3763	4211	7974	4375	4508	8883	5543	4659	10202
Age: 40 - 49	2598	2946	5544	3169	3515	6684	3757	3641	7398
Age: 50 - 59	1796	1947	3743	1897	2253	4150	2630	2589	1185
Age: 60 - 69	1185	1275	2460	1334	1405	2739	1323	1582	2905
Age: 70+	832	1110	1942	795	1131	1926	883	1296	2179
Source: Statistics SA									T1.2.2

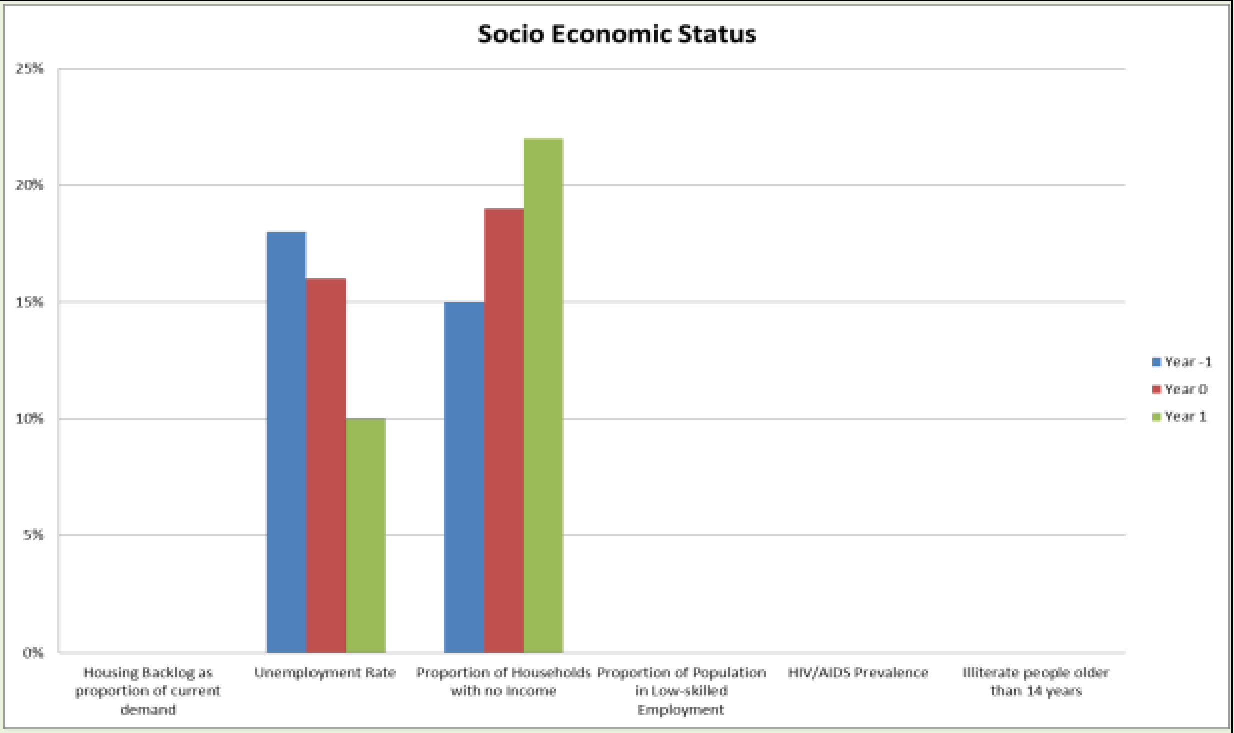
Chapter 1



T1.2.3

Socio Economic Status						
Year	Housing Backlog as proportion of current demand	Unemployment Rate	Proportion of Households with no Income	Proportion of Population in Low-skilled Employment	HIV/AIDS Prevalence	Illiterate people older than 14 years
Year -1		18%	15%			
Year 0		16%	19%			
Year 1		10%	22%			

T1.2.4


Socio Economic Status
25%
20%
15%
10%
5%
0%
Housing Backlog as proportion of current demand
Unemployment Rate
Proportion of Households with no Income
Proportion of Population in Low-skilled Employment
HIV/AIDS Prevalence
Illiterate people older than 14 years
Year -1
Year 0
Year 1

T1.2.5

Overview of Neighbourhoods within 'Name of Municipality'		
Settlement Type	Households	Population
Augrabies, Noudonsies, Zeekoeisteek, Blouput Riemvasmaak		11 408
Cillie, Marchand, Perde-eiland, Omdraai		8 191
Kakamas Dorp, Alheit, Bloukamp, Truterkamp		9 317
Kromhout Boerdery, Kakamas Oos (Langverwag), Neus		6 375
Lennertsville, Koms, Keimoes Dorp, Akasia Park		5 499
Gardenia, Whalsig, Noodkamp, Vaaldriehoek		7 684
Lutzburg, Friersdale, Warmsand, Eenduin, , Swartbooisberg, Bloemsmond,		4 856
Eksteenskuil Eilande, Soverby, McTaggerscamp, Curriescamp, Blaauwsekop, Kanoneiland		5 660
Kenhardt, Southern Farms		6 679
Sub-Total	**16703**	**65669**
Townships		
Sub-Total		
Rural settlements		
Sub-Total		
Informal settlements		
	T1.2.6	
Noudonsies		
7nde Laan		
Warmsand		
Eenduin/Loxtonvale		
Friersdale		
Eksteenskuil Eiland		
Blaauwskop		
Mctaggertskamp		
Sub-Total		
Total		

Chapter 1

Figure 1

Natural Resources	
Major Natural Resource	**Relevance to Community**
Agricultural land	Land for cultivation and huge source of income and work opportunities
Natural Sunlight/Clear skies	Important for Solar Power and spin-offs such as industrial development/work opportunities etc.
Orange River	Source of water for urban and agricultural use.
Natural environment and Nat Parks	Tourism industry and work opportunities for local communities
	T1.2.7

COMMENT ON BACKGROUND DATA:

Demographics are the quantifiable statistics of a given population. Demographics are also used to identify the study of quantifiable subsets within a given population which characterize that population at a specific point in time.

These types of data are used widely in public opinion polling and marketing. Commonly examined demographics include gender, age, ethnicity, knowledge of languages, disabilities, mobility, home ownership, employment status, and even location. Demographic trends describe the historical changes in demographics in a population over time (for example, the average age of a population may increase or decrease over time). Both distributions and trends of values within a demographic variable are of interest.

Demographic information forms the basis for all socio-economic planning.

The collection, analysis and dissemination of accurate demographic information enable policy makers to plan for the future development of a country. Issues such as the future size of the labour market, unemployment, job creation, poverty and environmental degradation are intrinsically linked to demographic processes. It is therefore important to base future development policies and programmes on the most accurate demographic information available. According to STATS SA the population has grown from 58 671 in 2010 to 65 669 in 2011. The number of households have grown from 14 032 in 2010 to 16703 in 2011. Please note that these are the latest statistics available from STATS SA.

T1.2.8

1.3. SERVICE DELIVERY OVERVIEW

SERVICE DELIVERY INTRODUCTION

This department is headed by Mr. M Clarke.

The Directorate consists of Civil Infrastructure, Electricity, Public Facilities and Social Amenities as well as Waste Management. The department is not limited to but provides the following services:

- Manage social infrastructure development backlogs reductions;
- Manage quality control and specifications of projects;
- Manage project finance and reporting;
- Oversee the design, construction and maintenance of roads, drain and storm water systems;
- Oversee and monitor local community employment in infrastructure projects;
- Oversee and monitor the development and participation of women, youth and disabled in the construction industry;
- Monitoring and implementation of the Expanded Public Works Program in all infrastructure programs;
- Supervise consultants and contractors.
- Providing public lighting within the jurisdiction of the municipality;
- Developing the electricity network and the operation of the electricity services within the municipal area of jurisdiction;
- Manage horticulture, public open spaces, cemeteries and nurseries;
- Manage, maintain community halls, public toilets and other municipal facilities (municipal grounds and sports fields.
- Removal, transportation and disposal of refuse (household and business);
- Management and maintenance of Landfill site;

Chapter 1

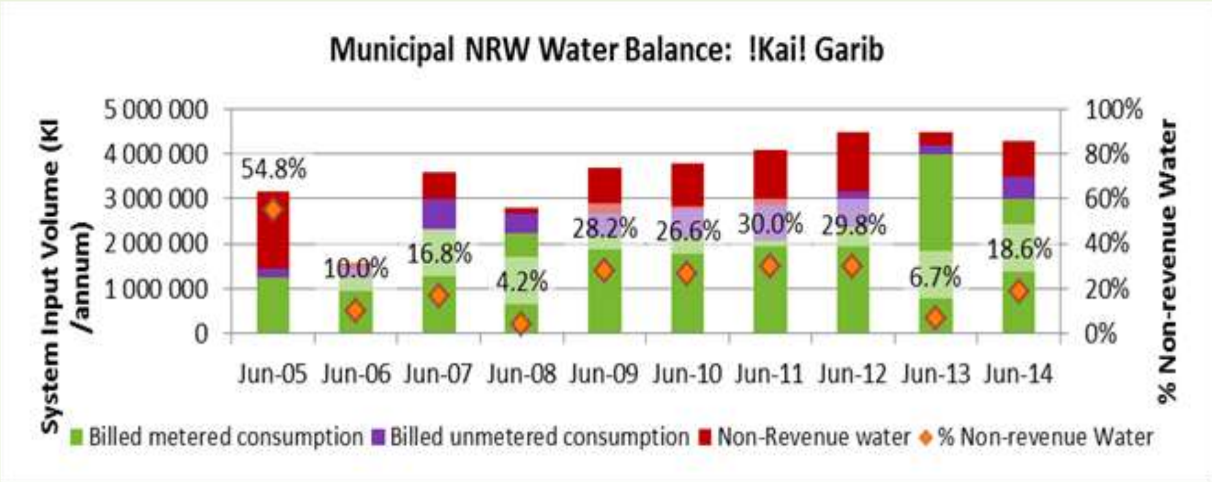
Key Priority Areas issues:

Electricity

- Reduction of electricity losses from the current 28% to the national accepted figure of 10% or less.
- Reducing the demand from Eskom
- Increasing the efficiency of power consumption by increasing the power factor on the system
- Promote the use of alternative technologies and power efficient appliances.
- Training of apprentices
- Continuous training of electricity personnel
- Timeous maintenance of High and Low Voltage networks
- Refining of maintenance schedules
- Minimizing power outages

Water

- Kai !Garib Non-Revenue water which includes water losses.



WATER WASTAGE REPORT BY DWA: Northern Cape Municipalities

District Municipality	Local Municipality	Water Demand Kl/ annum	Water Supply Kl/ annum	Measured/ Estimated Water Losses Kl/annum	Water Saving Initiatives Implemented	Estimated Water Savings
ZFM	!Kai! Garib	1 844 529	1 800 000	1 336 514.00	Installation of prepayment water meters. Repair leaks. Installation of zone meters.	350000

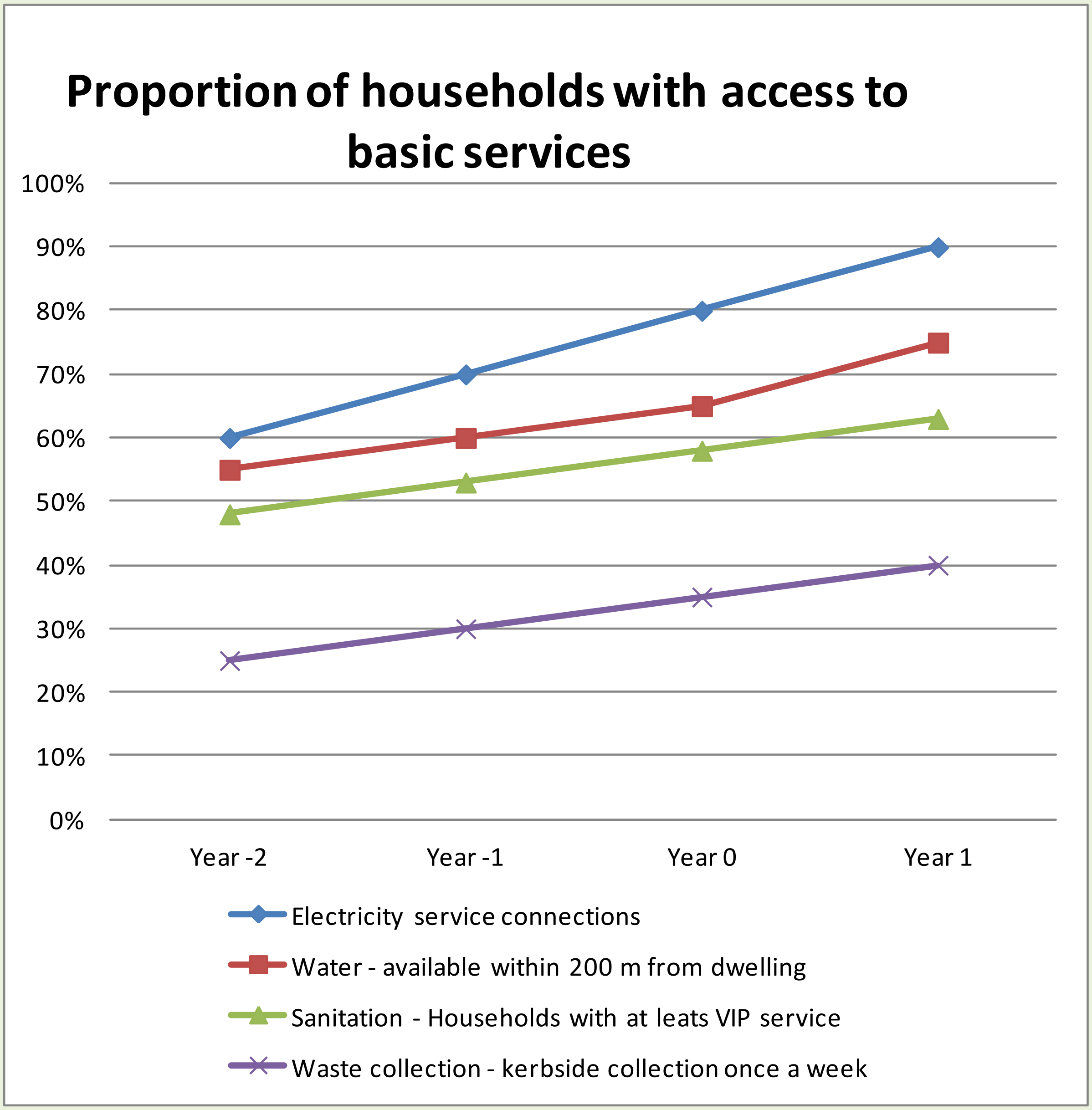
- Continuous monitoring of quality of potable water to achieve Bluedrop Status.
- Reducing non-revenue water and water losses
- Training of operators
- Reduce pipe bursts and leaks(War on leaks program)

Solid waste
- Legalizing of Solid Waste Sites
- Operating sites according to conditions of permits
- Refining of waste removal program

Sanitation Services
- Development of oxidation ponds in rural areas
- Minimizing of nuisances
- Investigation of alternative technologies.
- Effluent monitoring to achieve Greendrop Status (>95%)
- Current Greendrop scores:
  Kakamas: 47%
  Keimoes: 52%
  Kenhardt: 52%
  Vredesvallei: 0 % (New Installation)

Roads, Parks and Storm water section
- Develop a maintenance program for the section in the municipality
- Reduce the amount of potholes in the municipality

T 1.3.1



T1.3.2

COMMENT ON ACCESS TO BASIC SERVICES:

Electricity: The municipality has an annual electrification program and the backlog consists of informal houses that have been built in the last two years. The backlogs in the Eskom electricity supply area are submitted into the Eskom electrification plan annually.

Refuse removal: All households in the urban area and rural settlements receive the service.

Water: All households in the urban area or rural settlements are serviced by means of a stand tap or a water tank nearby.
Sanitation: The backlog exists in the areas where informal houses were built.

T1.3.3

1.4. FINANCIAL HEALTH OVERVIEW

FINANCIAL OVERVIEW

The municipality is in a highly rural area with high unemployment and low salaries.

T1.4.1

Financial Overview - Year 1			
			R'000
Details	**Original budget**	**Adjustment Budget**	**Actual**
Income			
Grants	47729	51824	78134
Taxes, Levies and tariffs	88215	89116	85389
Other	9393	10759	8461
Sub Total	145337	151699	171984
Less Expenditure	145953	146818	207103
Net Total*	-616	4881	-35119
** Note: surplus/(deficit)*			T1.4.2

Operating Ratios	
Detail	%
Employee Cost	31
Repairs & Maintenance	1.74
Finance Charges & Depreciation	19.16
	T1.4.3

COMMENT ON OPERATING RATIOS:

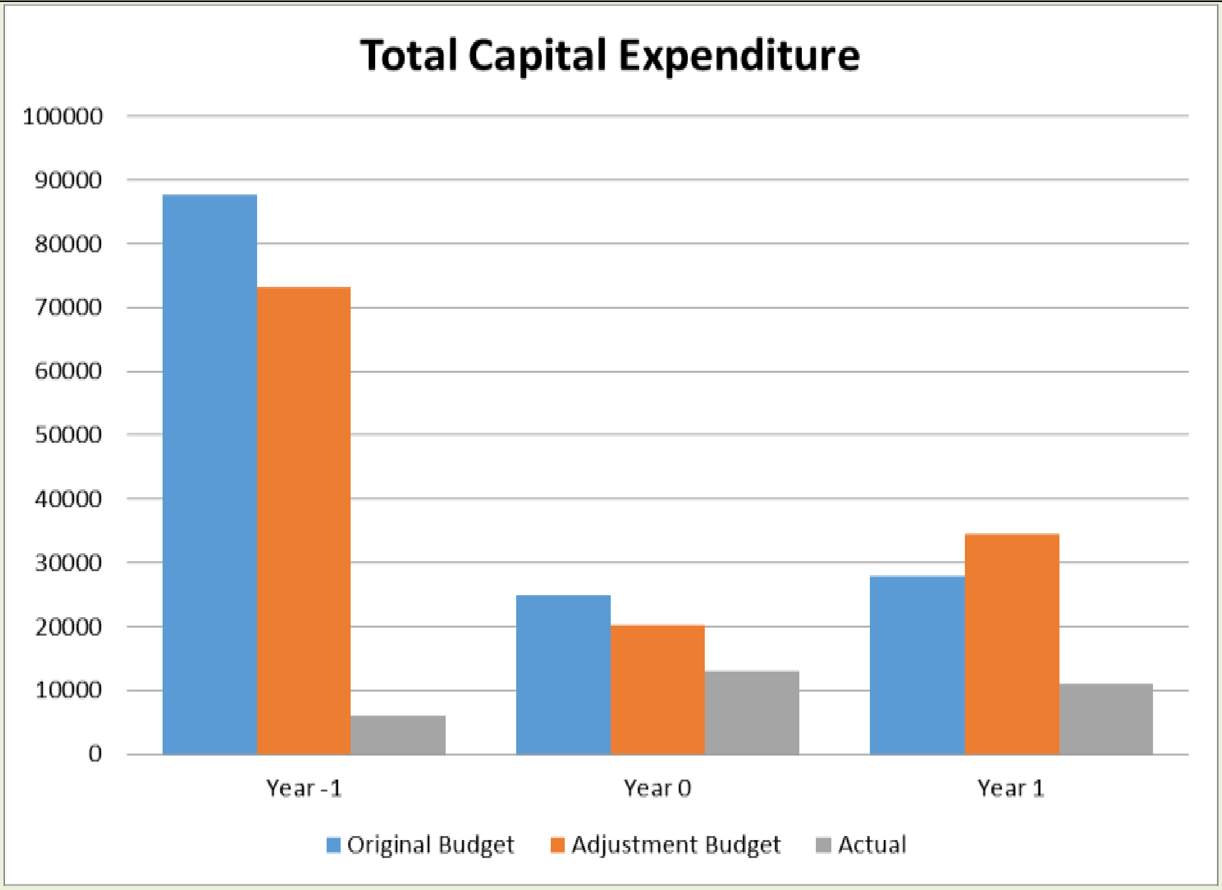
The variance for the employee cost is within range.

The variance for repairs and maintenance is low and can be attributed to cash flow challenges as well as a shortage of suitable suppliers, specifically to infrastructure repairs.

Finance charges are low as the municipality is not heavily indebted. Debt impairment is low as well and need to be revised.

T1.4.3

Total Capital Expenditure: Year -1 to Year 1			
			R'000
Detail	Year -1	Year 0	Year 1
Original Budget	87752	24968	27978
Adjustment Budget	73247	20234	34478
Actual	6025	13022	11121
			T1.4.4



T1.4.5

COMMENT ON CAPITAL EXPENDITURE:

Currently the appointment of suitable contractors is a challenge. There are challenges with the approval of MIG projects as well. EIA criteria for water and sewerage projects delays registration

T 1.4.5.1

1.5. ORGANISATIONAL DEVELOPMENT OVERVIEW

ORGANISATIONAL DEVELOPMENT PERFORMANCE

The municipality had a turn-over rate of 5.26%. R 500 000 was budgeted for skills development and bursaries for employees. Not all vacancies could be filled due to insufficient funds. Only nine employees required basic medical attention due to injuries on duty

T1.5.1

1.6. AUDITOR GENERAL REPORT

AUDITOR GENERAL REPORT YEAR 1

Auditing in process from the office of the AG. Audit report together with audit recovery plan will be attached for final approval on or before 31 January 2014.

T 1.6.1

1.7. STATUTORY ANNUAL REPORT PROCESS

No.	Activity	Timeframe
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period	July
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting).	
3	Finalise the 4th quarter Report for previous financial year	
4	Submit draft year 1 Annual Report to Internal Audit and Auditor-General	
5	Municipal entities submit draft annual reports to MM	
6	Audit/Performance committee considers draft Annual Report of municipality and entities (where relevant)	August
8	Mayor tables the unaudited Annual Report	
9	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General	
10	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	
11	Auditor General audits Annual Report including consolidated Annual Financial Statements and Performance data	September - October
12	Municipalities receive and start to address the Auditor General's comments	November
13	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	
14	Audited Annual Report is made public and representation is invited	
15	Oversight Committee assesses Annual Report	
16	Council adopts Oversight report	December
17	Oversight report is made public	
18	Oversight report is submitted to relevant provincial councils	
19	Commencement of draft Budget/ IDP finalisation for next financial year. Annual Report and Oversight Reports to be used as input	January
		T1.7.1

COMMENT ON THE ANNUAL REPORT PROCESS:

The timeous completion of the Annual Report will assist the community in understanding that the municipality is fulfilling its mandate. It will also assist with the information captured in terms of the budgeting processes.

T1.7.1.1

Chapter 2

CHAPTER 2 – GOVERNANCE

INTRODUCTION TO GOVERNANCE

In terms of chapter 3 (18)

(1) Municipalities must have a municipal council

(2) A municipal council must meet at least quarterly

(3) A municipal council should consist of a number of councillors determined by the MEC of local government in the province concerned by notice in the Government Gazette

(4) A municipality has the power to designate councillors determined by the MEC'S for Local Government as a full time. An MEC'S determination must be in accordance with a policy framework as determined by the Minister after consulting the MEC'S for local Government.

And section 152 of the constitution Act 108 of 1996 (1)

(2) A municipal council must annually review

(a) The needs of the community

(b) Its priorities to meet those needs

(c) Its process for involving the communities

(d) Its organisational and delivery mechanism for meeting the needs of the community and

(e) Its overall performance in achieving the objectives referred in sub-section 1.

T2.0.1

Chapter 2

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO POLITICAL AND ADMINISTRATIVE GOVERNANCE

The Kai !Garib Municipality consist of 17 councillors. The Municipality contains 9 wards. 9 of the 17 councillors are ward based, the rest are proportional representatives.

The Mayor is a non- executive Mayor. The council contains an executive committee.

The executive committee is made up of 3 members.

T2.1.0

Meetings held

TYPE OF MEETING	MONTH	TOTAL
Council Meetings	1 July 2012 – 30 June 2013	10
Executive Committee Meetings	1 July 2012 – 30 June 2013	9

2.1 POLITICAL GOVERNANCE

INTRODUCTION TO POLITICAL GOVERNANCE

The municipality operates on an Executive Committee system, with the Mayor being the Chairperson of the Executive Committee.

Council has established the following five Section 79 committees, for :

- Service Delivery & Infrastructure Development;

- Local Economic Development;

- Transformation & Institutional Development;

- Financial Viability; and

- Corporate Governance, which report to the Executive Committee which make recommendations to the Council meeting.

The Administration, under the leadership of the Municipal Manager, is requested to advise Council accordingly and executive decisions are taken.

There is a sound relationship between the political leadership and the administrative staff of the institution.

T2.1.1

Chapter 2

POLITICAL STRUCTURE

Photos

Function

MAYOR
(Cllr JJJ Olyn)

The Mayor is the chairperson of the Executive Committee. He performs the duties, including any ceremonial functions, and exercises the powers delegated to the Mayor by the municipal Council or Executive Committee

PEAKER
llr S Jacob)

EF WHIP
AC Snyers)

MAYORAL COMMITTEE/ EXECUTIVE COMMITTEE (Chaired by the Mayor)
(Cllr FJ Handona and Cllr E Meyer)

The Council established an Executive Committee comprising of 3 members. The Mayor in conjunction with the council decides when and where EXCO meets. It is composed in the following way: ANC 2 seats and DA 1 seat

T2.1.1

COUNCILLORS

Refer to Appendix A where a full list of Councillors can be found (including committee allocations and attendance at council meetings).

The municipal council who were elected on 18 May 2011 consists out of 9 wards and 7 proportional councilors.

It is led by the African National Congress (ANC) with ten (10) representatives, four (4) representatives from the Democratic Alliance (DA) and three (3) from the Congress of the People (COPE).

T2.1.2

NAME	WARD	PROPORTIONAL	
 WD Klim	1	No	
 AC Snyers	2	No	
 BM Bock	3	No	
 AM Isaacs	4	No	

 AV Du Plessis	**5**	**No**	
 FJ Handona	**6**	**No**	
 WB Kamfer	**7**	**No**	
 DW Fienies	**8**	**No**	

 JG Styles	9	No	COPE CONGRESS OF THE PEOPLE
 A De Bruin	10	Yes	DA ONE NATION. ONE FUTURE
 E Meyer	11	Yes	DA ONE NATION. ONE FUTURE
 MMJ Titus	12	Yes	COPE CONGRESS OF THE PEOPLE

 AV v/d Westhuizen	**13**	**Yes**	DA ONE NATION. ONE FUTURE
 AM van Wyk	**14**	**Yes**	DA ONE NATION. ONE FUTURE
 TP Solomon	**15**	**Yes**	COPE CONGRESS OF THE PEOPLE

Chapter 2

POLITICAL DECISION-TAKING

The following Section 79 committees are established

Committee for Financial Management

Committee for Public Participation & Good Governance

Committee for Infrastructure Development

Committee for Local Economic Development

Committee for Institutional Development

Committee for Municipal Public Accounts

The Executive Committee and Council

Adhoc committees for specific items are also established, like Local Labour Forum, Council/Administration Committees for Housing and Finance. Etc.

A complete administrative calendar is attached at Appendix B.

T2.1.3

2.2 ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

In terms of the MFMA s 60(b) The municipal manager of a municipality is the accounting officer of the municipality for the purposes of this Act and must provide guidance on compliance with this Act to political structures; political officer bearers , and officials of the municipality and any entity under the sole or shared control of the municipality.

In accordance with the MFMA s 61 (1)

The responsibilities of the Municipal manager includes the following,

(a) act with fidelity, honesty, integrity and in the best interest of the municipality in managing its financial affairs. Disclose to the municipal council and mayor all material facts which are available to the accounting officer or reasonably discoverable, and which in any way might influence the decisions or actions of the council or mayor.

T2.2.1

Chapter 2

TOP ADMINISTRATIVE STRUCTURE

TIER 1
MUNICIPAL MANAGER
(Mr A. Vosloo)

Function

The Municipal Manager heads the administration of Kai !Garib Municipality and provides the link between the political and administrative arms of the Municipality

He has administrative control over Strategic services, including Office of the Mayor and Speaker, Internal Audit & Risk Management and Local Economic Development.

DIRECTOR: CORPORATE SERVICES (ACTING)
(Mr J. Mac Kay)

Responsible for the following functions : Legal Services, Secretariat, Information Technology and Human Resources

DIRECTOR: TECHNICAL SERVICES (ACTING)
(Mr M Clarke)

Responsible for all Water, Sanitation, Technical, Parks, Electricity and Roads Services of the Municipality

DIRECTOR: FINANCE (ACTING)
(Mr J Husselmann)

Responsible for the financial administration of the municipality, as prescribed by legislation

DIRECTOR: PLANNING AND DEVELOPMENT
(Vacant)

Render a comprehensive function regarding town planning and development, the spatial development framework, local economic development opportunities, property

	transactions, nature conservation projects, valuations and building control functions within the jurisdictional boundary of the Municipality.

T2.2.2

COMPONENT B: INTERGOVERNMENTAL RELATIONS

INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

Chapter 3 of the constitution, section 41, states the principles of co-operative government and intergovernmental relations.

Co-operative government

Government of the republic

40 (1) In the Republic, government is constituted as national, provincial and local Spheres of Government which are distinctive, independent and inter-related

(2) All spheres of government must observe and adhere to the principles in this chapter and must conduct their activities within the parameters that chapter provides.

T 2.3.0

2.3 INTERGOVERNMENTAL RELATIONS

NATIONAL INTERGOVERNMENTAL STRUCTURES
Act 108 of 1996 which is the constitution of the Republic of South Africa states in chapter 3 41 (h) that all spheres of government must co-operate with one another in mutual trust and good faith by: ▯ Fostering friendly relations ▯ Assisting and supporting one another ▯ Informing one another of, and consulting one another or, matters of common interest ▯ Adhering to agreed procedures ; and ▯ Avoiding legal proceedings against one another Section 2 (a) of the constitution further states that an act of Parliament must establish or provide for structures and institutions to promote and facilitate intergovernmental relations T2.3.1

PROVINCIAL INTERGOVERNMENTAL STRUCTURE
The Provincial IGR consist of the entire local, district Municipalities and the Provincial government departments. It is chaired by the Premier of the Northern Cape. The structure is instrumental in ensuring service delivery at local, district and Provincial government level. T2.3.2

RELATIONSHIPS WITH MUNICIPAL ENTITITIES
Currently the Municipality has no relationship with municipal entities. T2.3.3

DISTRICT INTERGOVERNMENTAL STRUCTURES

The Siyanda District intergovernmental structure consist of all the 5 local municipalities and the regional government departments.

Act 117 of 1998 which is the Municipal Structures Act states in number 84 (a) that a District Municipality is responsible for integrated development planning for the district municipality as a whole including a framework for integrated development plans for all Municipalities in the area of the district.

T2.3.4

Chapter 2

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

The Council approved the establishment of an Audit Committee, Risk Management Committee and Municipal Public Accounts Committee to enhance a culture of accountability in the municipality.

The Audit and Risk Management Committee are entrusted to monitor the work done by the Internal Audit Unit, which is located in the office of the Municipal Manager. It scrutinizes the audits done by the unit as well as the responses received from the different divisions and units.

T 2.4.0

2.4 PUBLIC MEETINGS

COMMUNICATION, PARTICIPATION AND FORUMS

Kai !Garib Municipality does not currently have a communications unit. However, we do communicate via our local newspaper and by making use of a loud hailing system within our communities.

T2.4.1

Chapter 2

WARD COMMITTEES

The Local government legislations made a provision for local authorities to establish a system of participatory democracy at the local level in the form of Ward Committees. Ward Committees were introduced in municipalities as community structures to play a vital role in linking and informing the municipalities about the needs, aspirations, potentials and problems of the communities. They were established to form the bridge between local municipalities and communities by facilitating proper communication. By working directly with the Municipality, ward committees, serve as a cord which articulates the new system of local government to the majority of the people, more especially to previously disadvantaged communities. Ward committees have an important role to play in actively taking part and determining core municipal business such as Integrated Developmental Planning, Budgeting, Municipal performance management process, without which democracy cannot be said is rooted on among the people. Ward committees are a creation of legislation, the Municipal Structures Act, giving effect to the Constitution of the South Africa.

Ward committees has dealt with a variety of community needs, problems and aspirations at ward level. The major issues among others were housing challenges, road infrastructure, water and electricity.

T2.4.2

Public Meetings					
Nature and purpose of meeting	Date of events	Number of Participating Municipal Councillors	Number of Participating Municipal Administrators	Number of Community members attending	Dates and manner of feedback given to community
Community Participation of IDP Review	11-Feb-13	1	3	57	
	11-Feb-13	1	3	31	
	12-Feb-13	1	3	68	
	18-Feb-13	1	3		
	19-Feb-13	1	3		
	20-Feb-13	1	3	1	
	21-Feb-13	1	3	9	
	21-Feb-13	1	3	60	
	25-Feb-13	1	3		
	26-Feb-13	1	3	71	
	26-Feb-13	1	3	31	
	4-Mar-13	1	3		
	4-Mar-13	1	3	172	
					T2.4.3

COMMUNITY PARTICIPATION OF IDP REVIEW 2013/2014 SECOND ROUND

Ward	Categories	Community Inputs
Kenhardt Ward 9 **20May**	Municipal Accounts:	➢ Breakdown and delivery of accounts is not sufficient or enough to understand. ➢ A clear explanation of the indigent policy and the reason why it is different from the previous policy, is required ➢ Waiver of water bills are requested ➢ Prohibition of the sale of economic plots must be lifted ➢ What was put in place to collect bad debts, citing the losses on the budget for the past two years?
	Road Infrastructure:	➢ Tarred roads are in a terrible state ➢ Can't the Municipal Board have talks with the Contractors, engaged in road works, to invest in the town's roads? ➢ Demand for the construction of speed bumps
	Drinking Water:	➢ When will the Rooiblok get fresh water?
	Electricity:	➢ Request for the installation of floodlights to eliminate dark spots
	Housing:	➢ Why must Kenhardt always stand aside; when it comes to the number of houses being built in the Kai! Garib environment? ➢ Allocation of church grounds must be completed or at least be identified ➢ How long is the waiting period for stands to be registered?
	Sport and Recreation:	➢ Sports ground is in a terrible state. The Municipality is called to attend to that
	Local Economic Development:	➢ Appointments with regards to job creation is done for only certain needy; and not given to the needy in other racial groups ➢ With reference to the current budget, it shows no projects for Kenhardt in the new financial year, while several deficiencies were identified in the past. ➢ Is the Drop Inn Centre, which provides food to homeless people, funded by the Municipality? ➢ Is recycling a priority and how can it be addressed? ➢ Officials and their responsibilities of the Kenhardt Municipality is unknown to the community ➢ Upgrading of the community hall, especially toilets and maintenance, are required ➢ Demand for construction / installation of toilets at the Cemetery ➢ Budget for and demand of a doctor and better medical care ➢ Demand for vegetable gardening projects and the availability of land (for such a project)
Keimoes-Ward 6,7&8 **21 May**	Municipal Services (Refuse Removal/Sewerage):	➢ Demand for bins in strategic locations in town and suburb
Lennertsville, Soverby, Currieskamp,	Municipal Accounts:	➢ Concerns were raised about the lack of finances to the Budget - What is put in place to address this? ➢ How does the Council get to the 15% increase? Why not some other

Blaauwskop, Keimoes Dorp, Noodkamp, Gamakor, Akasia Park, Bloemsmond		percentage? ➢ The reason why the amount of bad debt is so high, is because the Council charge for services on stands that is empty for years ➢ A suggestion was made to take empty stands back after a certain period, as is done in other municipalities ➢ When will the registration process on properties be completed? ➢ Appeal is made to give opportunity to people who are not covered by the indigent policy, to obtain plots ➢ How long will it take to lift the ban on the sale of economic plots and who is driving it?
	Road Infrastructure:	➢ Mc Taggerskamp don't have a recognized turn-off that can be upgraded, as is done in other areas ➢ The grading of roads have been addressed at previous occasions and still receives no attention ➢ Access road for cattle are requested in Kanoneiland
	Drinking Water and other water related issues:	➢ Water meters are required in CurriesKamp for all residents to exercise sufficient control over water, with regard to their accounts
	Electricity:	➢ The floodlight in Currieskamp is out of order ➢ Power supply is a problem. There are frequent complaints, but nothing has been done in this regard
	Housing:	➢ When will people get stands? ➢ Does the municipality do anything from their side to ensure that housing in Kanoneiland is up to standard? ➢ Why is there no housing supply to the old people of Lennertsville?
	Sport and Recreation:	
	Local Economic Development:	➢ The division of Bloemsmond in a ward should be made clear (in which ward?) ➢ What services are delivered in Bloemsmond? ➢ Where does Mc Taggerskamp fit in, seeing that there is no mention of them in the current budget? ➢ Why are there no development or service delivery in Mc Taggerskamp, since they have to make use of the pit-toilet system and water wells in the channel? ➢ Residents of Lennertsville demand for land for private industry (farming) ➢ Kanoneiland & Blaauwskop requires land for its own cemetery ➢ Concern rose about the budget of R1 million for township establishment. It must span the entire Kai! Garib area ➢ Eksteenskuil received no attention in the budget. Disappointment is expressed ➢ Bridges in Eksteenskuil are insufficient ➢ There are people who live in a river walk. Urgent attention is requested ➢ Can the Council help people with wire and poles for fencing, or subsidize the acquisition, since people spoil the cemeteries by taking fences from the graves ➢ Service Delivery in Kanoneiland is not sufficient ➢ A request is made to look at the bridges in Kanoneiland ➢ What contribution can the municipality make to schools in the Kanoneiland area?

		➢ Healthcare in Kanoneiland is a big problem ➢ Where are the development for young people? ➢ What contribution does the municipality make with respect to further study opportunities for young people, libraries and computer skills?
	Municipal Services (Refuse Removal/Sewer age):	➢ Waste disposal is a major problem in CurriesKamp, since there is no service. ➢ Currieskamp is still using pit toilets! ➢ Is the corner in Hollenbachlaan a download area for garbage, as the municipality shed garbage there; thus followed by the community, by doing the same ➢ When will attention be given to houses with pit toilets in Lennertsville?
Kakamas-Ward 2 3,4&7 **22 May**		
Kakamas, Langverwacht, Lutzburg, Alheit, Cilliё, Bloukamp, Neus, Kromhoud	Municipal Accounts:	➢ Appeal is made to look at other sources for losses or shortfalls in the budget
	Road Infrastructure:	➢ An urgent appeal is made to bring more speed bumps in the neighbourhood of ward 4 (Mr Pienaar)
	Drinking Water and other water related issues:	➢ No water and toilet facilities in shantytown on Kenhardt road
	Electricity:	
	Housing:	➢ The allocation of houses is done in an unfair manner ➢ A woman in the community's house burned down and she waited three years for a house. House was approved, but not received anything yet. ➢ Appeal is made to look for housing (homes) for the elderly
	Sport and Recreation:	➢ Request to pay attention to Sports Fields in Cillié regarding track development
	Local Economic Development:	➢ Suggestion was made to use students who had matriculated, for the EPWP, to get work experience, as it is only for short periods (three months). ➢ An appeal is made to the Council, not to come to the community as an incomplete panel ➢ Job creation is only for certain people
	Municipal Services (Refuse Removal/Sewer age):	➢ HMO dumps garbage at squatter camp which is very unhealthy and unhygienic ➢ Water problem is encountered at the toilets of the school in Cillié. Requesting the Municipality to help in this regard ➢ Problems are encountered with the drainage system in Ward 4. It's unhygienic and cause diseases in the community
Augrabies-Ward 1&2		

23 May		
Augrabies, Noudonsies, Marchand	Municipal Accounts:	➢ Appeal is made to Council to find ways to motivate people to pay their services ➢ Request that the final budget must be given to all
	Road Infrastructure:	➢ Tar Road in Augrabies is of poor quality
	Drinking Water and other water related issues:	
	Electricity:	
	Housing:	➢ Complaints were raised about municipal houses that are not in good condition ➢ There are no business stands in Augrabies. A demand is done ➢ Demand is done for a new expansion in Augrabies as the population in the town increases, thus not enough land available for housing ➢ Demand for housing in Marchand ➢ Clarity requested on erf 4558. It has been allocated as a residential property, but is listed as a business property
	Sport and Recreation:	➢ The demand for sports grounds, playground for children and grazing land for sheep farmers
	Local Economic Development:	➢ Demand for the expansion, fencing and cleaning of the cemetery in Augrabies. ➢ The Council is urged to look at the economic empowerment of youth ➢ There are many animals (dogs) in the community who are ill, therefore, the request to the municipality to help with a solution ➢ Inquiries be made to the sub-station that was part of the budget two years ago, but nothing came of it. What happened to it? ➢ There was a donation for the construction of a taxi rank and busstation (Augrabies), but nothing has been done yet. ➢ Can't there be two large gates at the cemetery; one for entrance and another for exit ➢ The Tele-centre is petered out and was a great asset to the community. Request is made to Council, to re-open it, or to help with the re-opening ➢ Health care is a problem. Local clinics are not up to standard ➢ Inquiries are made about the Solar System. Who funded it, and is the municipality involved in this ➢ The people from Noudonsies receive poor clinical treatment and want to know to whom they can submit complaints ➢ Fire and Ambulance services are a problem for Augrabies, as the supply points of the services are too far. Consider the possibility of a point closer to Aubrabies
	Municipal Services (Refuse Removal/Sewer age)	➢ Mr Blom mentioned that he paid for a toilet; not yet received ➢ The disposal of garden waste is still a problem ➢ Waste disposal is a major problem. The service is charged, but not delivered ➢ Request directed to look at another dumping site for rubbish. ➢ Refuse are collected over weekends, especially Sundays, and little done during the week

Fiërsdale-Ward 7 **26 May**		
Friërsdale, Warmsand, Forster-eiland, Loxtonvale, Tkabies	Municipal Accounts:	
	Road Infrastructure:	
	Drinking Water and other water related issues:	➢ There are no shops in Friersdale, due to water problems
	Electricity:	➢ Electricity is a problem ➢ Warmsand chicken camp, is the only area that receives lightning
	Housing:	
	Sport and Recreation:	
	Local Economic Development:	➢ People of Friërsdale want to know why they can't move to an alternative location ➢ How long will it take to complete township establishment in 7th Avenue ➢ Want to know if there is a law that protects the rights of farmworkers, working longer than 10 years ➢ No cemetery ➢ Fosters Island receives no attention ➢ Inquiries are made about the Solar System. How does it work?
	Municipal Services (Refuse Removal/Sewerage):	➢ Can the council help with sewer system?
Riemvasmaak-Ward 1 **27 May**		
Riemvasmaak sending, Blouputs, Vredesvallei	Municipal Accounts:	
	Road Infrastructure:	➢ The Gravel road in Riemvasmaak needs serious attention. ➢ Request for a grader on the road. ➢ Urge the Council to engage with Public Works with regards to distance plates between Kakamas and Riemvasmaak, indicating distance, especially to tourists ➢ Must provide for speed bumps ➢ Where are the tractor that was purchased for the maintenance of the road between Kakamas and Mission?

	Drinking Water and other water related issues:	➢ Inquiries are made to the access to stop-cocks, to self-regulate water consumption, since a lot of water are wasted, and must be paid for.
	Electricity:	➢ Power is a problem in Riemvasmaak; power trips when the wind is blowing strongly, etc. Larger breakers are needed (Discussions with ESKOM as soon as possible) ➢ TV channels need to be addressed. Enough power must be purchased for the towers. ➢ The streetlights in Vredesvallei are out of order ➢ There are no electricity at the new 12 plots
	Housing:	
	Sport and Recreation:	➢ Sports Grounds in Mission and Vredesvallei are incomplete and needs urgent attention.
	Local Economic Development:	➢ Proposal for services, such as garbage collection and cleaning of town, to be done by local residents, which will help with unemployment rate and ensure that the services get done on a regular basis.
	Municipal Services (Refuse Removal/Sewerage):	➢ Demand for flushing toilets. Pit latrines are unhygienic, overcrowded and cause diseases. ➢ Urgent appeal is made for provision of sewerage at Riemvasmaak in the current budget. ➢ The old (municipal) toilets are broken, have cracks, and are not in good condition. Can the Council help? ➢ Refuse removal are not done at all streets. ➢ EPWP must pay attention to the dump-site

COMMENT ON THE EFFECTIVENESS OF THE PUBLIC MEETINGS HELD:

The Public meetings that were held were effective in the sense that communities raised their service delivery issues to council. This in essence averts possible service delivery marches as council could deal with the concerns of the communities to the satisfaction of the Council and the community alike.

T2.4.3.1

2.5 IDP PARTICIPATION AND ALIGNMENT

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	No
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	No
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within stipulated time frames?	No

** Section 26 Municipal Systems Act 2000*

T2.5.1

Chapter 2

COMPONENT D: CORPORATE GOVERNANCE

OVERVIEW OF CORPORATE GOVERNANCE

Corporate Governance refers to the way the institution is governed. It is the technique by which the municipality is directed and managed. It means carrying the municipality as per the stakeholders' desires. The relationship between the community and the managers in an organization must be healthy. The owners must see that individual's actual performance is according to the standard performance.

Corporate Governance deals with determining ways to take effective strategic decisions. It gives ultimate authority and complete responsibility to the managers. Corporate Governance ensures transparency which ensures strong and balanced development. This also ensures that the interests of all shareholders are safeguarded. It ensures that all shareholders fully exercise their rights and that the organization fully recognizes their rights .Corporate Governance has a broad scope. It includes both social and institutional aspects. Corporate Governance encourages a trustworthy, moral, as well as ethical environment.

T2.6.0

2.6 RISK MANAGEMENT

RISK MANAGEMENT

The MFMA S(62) (i) (c) requires a municipality to have and maintain an effective, efficient and transparent system of risk management. Kai !Garib Municipality has had three Risk Management Workshops in conjunction with National Treasury in which the entire upper, middle and lower management were involved. The post of Risk Manager will be budgeted for, advertised and filled in the new financial year.

T2.6.1

2.7 ANTI-CORRUPTION AND FRAUD

FRAUD AND ANTI-CORRUPTION STRATEGY

The Institute of Internal Auditors defines internal auditing as follows:

"… an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes."

The post for Internal Auditor is currently vacant. Kai !Garib acknowledges the need for an Internal Auditor and has thus already budgeted for the post for the new financial year.

T2.7.1

2.8 SUPPLY CHAIN MANAGEMENT

OVERVIEW SUPPLY CHAIN MANAGEMENT

MFMA S110-119; SCM Regulations 2005; and relevant MFMA circulars set out required processes and guidance manuals to help ensure that SCM arrangements provide appropriate goods and services, offer best value for money and minimize the opportunities for fraud and corruption.

Supply Chain Management (SCM) is necessary to ensure a sustainable and accountable supply chain that promotes black economic empowerment and local economic development. The drafting and implementation of both an SCM policy and procedures have ensure that the processes are fair, equitable, transparent, competitive, environmentally friendly and cost effective, in accordance with the rules and regulation from the spheres of government.

The municipality is currently operating a decentralized SCM unit and is in the process of converting to a centralized structure, which will promote and enhance an open and fair tendering process to all suppliers, regardless of the particular communication media that they may have access to. This system will level the playing field for all suppliers.

T2.8.1

2.9 BY-LAWS

By-laws Introduced during Year 1					
Newly Developed	**Revised**	**Public Participation Conducted Prior to Adoption of By-Laws (Yes/No)**	**Dates of Public Participation**	**By-Laws Gazetted* (Yes/No)**	**Date of Publication**
No new By-laws were developed and none were revised					
Note: See MSA section 13.					T2.9.1

COMMENT ON BY-LAWS:

No new By-laws were developed and none were reviewed during the financial year.

T2.9.1.1

2.10 WEBSITES

Municipal Website : Content and Currency of Material		
Documents published on the Municipality's / Entity's Website	**Yes / No**	**Publishing Date**
Current annual and adjustments budgets and all budget-related documents	No	
All current budget-related policies	No	
The previous annual report (Year 0)	Yes	
The annual report (Year 1) published/to be published	Yes	
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act (Year 1) and resulting scorecards	No	
All service delivery agreements (Year 1)	No	
All long-term borrowing contracts (Year 1)	No	
All supply chain management contracts above a prescribed value (give value) for Year 1	Yes	
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during Year 1	No	
Contracts agreed in Year 1 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	No	
Public-private partnership agreements referred to in section 120 made in Year 1	No	
All quarterly reports tabled in the council in terms of section 52 (d) during Year 1	No	-
Note: MFMA S75 sets out the information that a municipality must include in its website as detailed above. Municipalities are, of course encouraged to use their websites more extensively than this to keep their community and stakeholders abreast of service delivery arrangements and municipal developments.		T2.10.1

COMMENT MUNICIPAL WEBSITE CONTENT AND ACCESS:

The municipality has an up and running website which is updated as soon as new information is available and it is easily accessible through computers with internet access in all our libraries.

The website also serves as an information tool for the following:

 Updated news on municipal events

 Updated copies of the Municipality’s publications

 Updated pictures of events which took place

The policies and procedures which governs the municipality can also be found on the website.

T2.10.1.1

2.11 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

Kai !Garib Municipality is a leader in client and customer service. We have a fully equipped and fully staffed Call Centre which caters completely to needs of the community within our municipal boundary. We have in our employ fully trained and equipped switchboard and Call Centre operators. We agree and comply completely with the Batho Pele principles as set out by National Government. The Office of the Premier has recently launched an initiative so as to instill the principles within the employees as well as the community of Kai !Garib. These measures include community feedback boxes where through which members of the community may submit their complaints as well as their suggestions directly to the council through specific processes.

Satisfaction Surveys Undertaken during: Year 0 and Year 1				
Subject matter of survey	Survey method	Survey date	No of people included in survey	Survey results indicating satisfaction or better (%)*
Overall satisfaction with:				
(a) Municipality				
(b) Municipal Service Delivery				
(c) Mayor				
Satisfaction with:				
(a) Refuse Collection	No survey was done due to budgetary constraints			
(b) Road Maintenance				
(c) Electricity Supply				
(d) Water Supply				
(e) Information supplied by municipality to the public				
(f) Opportunities for consultation on municipal affairs				
** The percentage indicates the proportion of those surveyed that believed that relevant performance was at least satisfactory*				T2.11.2

COMMENT ON SATISFACTION LEVELS:

Unfortunately no satisfaction level survey was conducted in the 2012/2013 financial year.

T2.11.2.2

Chapter 3

CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I)

INTRODUCTION

The performance of the municipality is measured against key performance objectives and indicators in the IDP and in this chapter an overview of the deliverables achieved in the delivery of basic services, local economic development, health, security and safety will be addressed.

Multi-year overviews will be given for basic services, such as water, waste water (sanitation), electricity, waste management, housing services and free basic services.

These overviews will include capital projects, service delivery levels, financial performance, performance against IDP objectives and information on staff critical to service delivery.

The municipality does not deliver any services through municipal entities.

T3.0.1

COMPONENT A: BASIC SERVICES

This component includes: water; waste water (sanitation); electricity; waste management; and housing services; and a summary of free basic services.

INTRODUCTION TO BASIC SERVICES

The continuous influx of people to the urban areas is putting severe pressure on the municipality's ability to provide services to an acceptable and sustainable standard. Backlogs in housing, water, sanitation and electricity services are growing with the growth in informal houses on non-serviced erven. Backlogs will be discussed in more detail in Chapter 5.

The municipality is the service provider for all basic services, except for electricity services, where some of the rural parts of the municipal area are within the Eskom licensed area of supply.

Several projects have been undertaken during the year to address backlogs and other needs for basic service delivery and will be dealt with in more detail during this chapter.

T3.1.0

Chapter 3

3.1. WATER PROVISION

INTRODUCTION TO WATER PROVISION

Note: Recent legislation includes the Water Services Act 1997 and the General Enabling Act 2005

A number of the purification systems in the municipal area cannot meet the demand of the areas concern.

The water purification plant at Kakamas was constructed during the 1980's and has reached its useful life. The plant cannot meet the demand of the growing town.

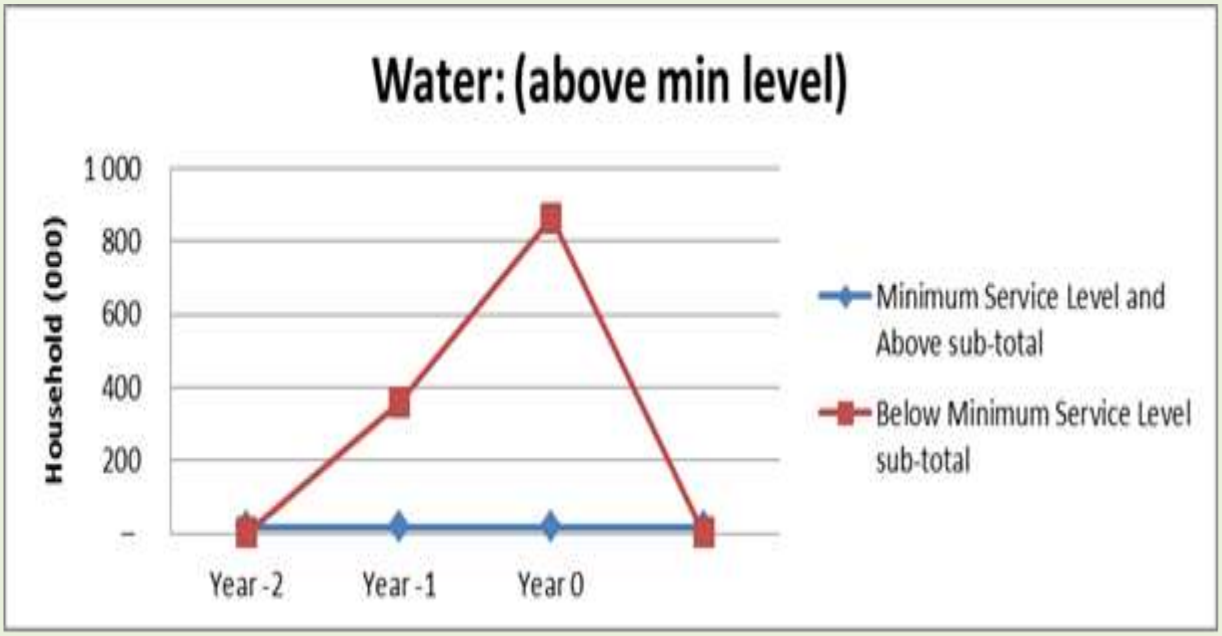
Three plants are to be constructed in the near future to supply areas for the first time with clean, safe drinking water.

Three plants were upgraded in the 2012/2013 financial year to meet the demand for potable water in different areas.

Kai !Garib Municipality achieved an average Bluedrop score of 78% and is dedicated to improve on the said score.

T3.1.1

Total Use of Water by Sector (cubic meters)					
	Agriculture	Forestry	Industrial	Domestic	Unaccountable water losses
Year 0	0	0	88000	36000	20000
Year 1	0	0	88377	36855	20000
					T3.1.2

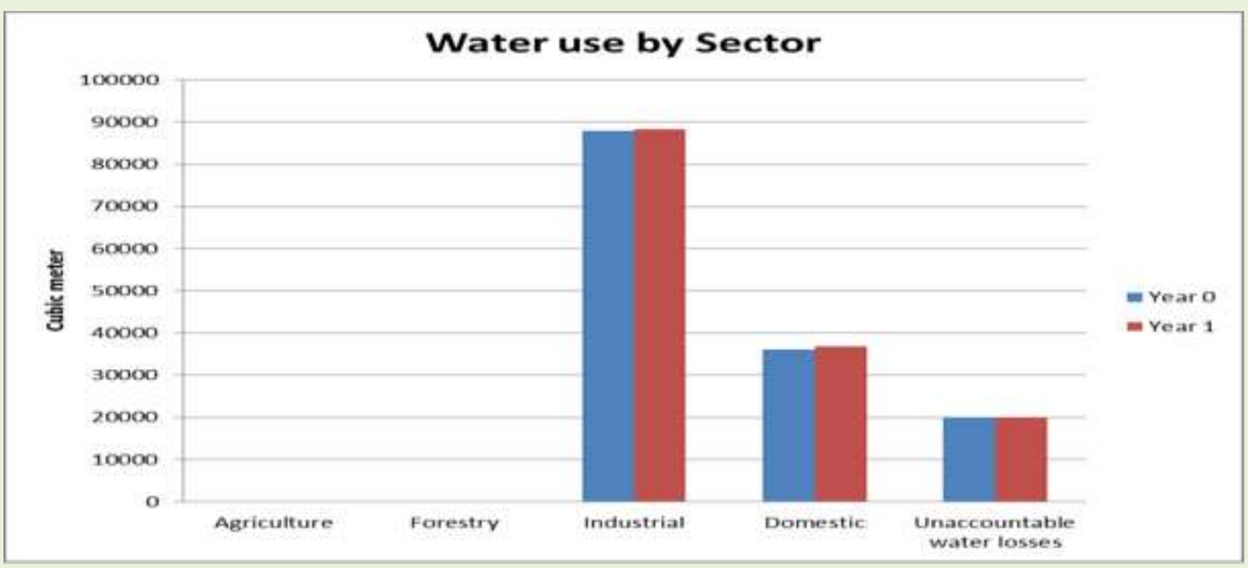


T3.1.2.1

COMMENT ON WATER USE BY SECTOR:

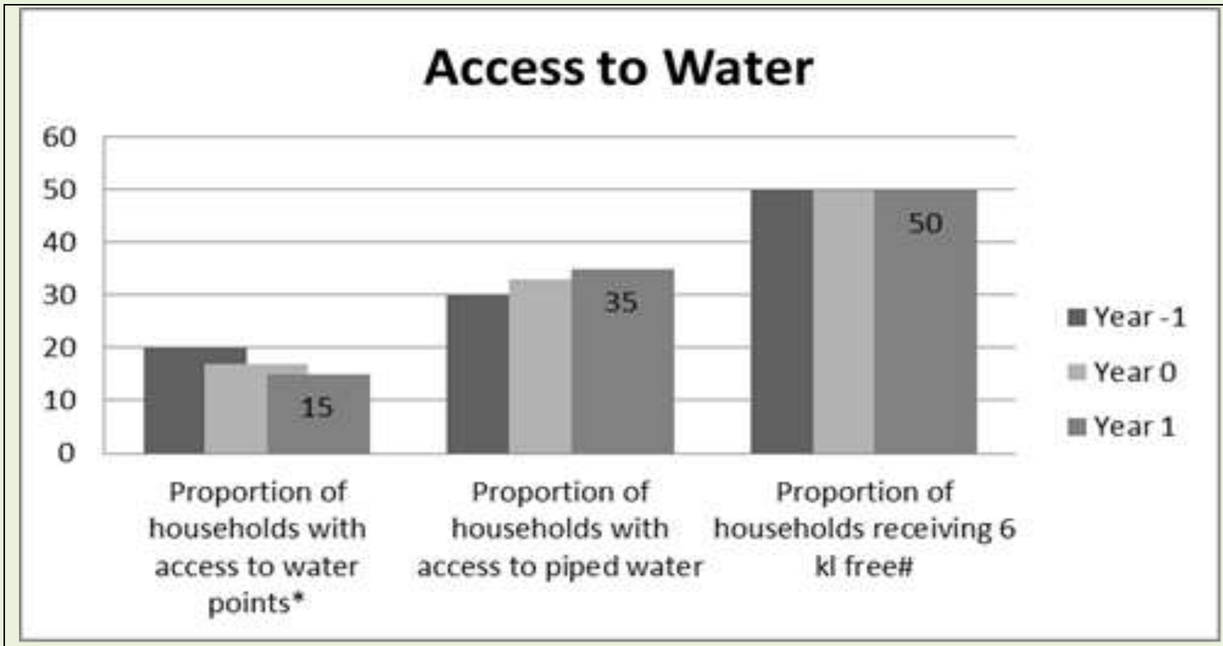
The bulk of water in the municipal area is used for domestic use, as there are very few industries in the municipality.

T3.1.2.2



Water Service Delivery Levels				
				Households
Description	Year -2	Year -1	Year 0	Year 1
	Actual	Actual	Actual	Actual
	No.	No.	No.	No.
Water: **(above min level)**				
Piped water inside dwelling	8	8	8	8
Piped water inside yard (but not in dwelling)	11	11	11	11
Using public tap (within 200m from dwelling)	1	1	1	1
Other water supply (within 200m)	5	5	5	5
Minimum Service Level and Above sub-total	25	25	25	25
Minimum Service Level and Above Percentage	88%	6%	3%	88%
Water: **(below min level)**				
Using public tap (more than 200m from dwelling)	2	2	2	2
Other water supply (more than 200m from dwelling	1	1	1	1
No water supply	1	1	1	1
Below Minimum Service Level sub-total	4	359	865	4
Below Minimum Service Level Percentage	13%	94%	97%	13%
Total number of households*	**28**	**383**	**890**	**28**
*** - To include informal settlements**				T3.1.3

Households - Water Service Delivery Levels below the minimum						
						Households
Description	Year -2	Year -1	Year 0	Year 1		
	Actual No.	Actual No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.
Formal Settlements						
Total households	17	17	17	17	17	17
Households below minimum service level	7	7	7	7	7	7
Proportion of households below minimum service level	40%	40%	40%	40%	40%	40%
Informal Settlements						
Total households	7	7	7	7	7	7
Households ts below minimum service level	5	5	5	5	5	5
Proportion of households ts below minimum service level	76%	76%	76%	76%	76%	76%
						T3.1.4



* Means access to 25 liters of potable water per day supplied within 200m of a household and with a minimum flow of 10 liters per minute

\# 6,000 liters of potable water supplied per formal connection per month T3.1.5

Employees: Water Services					
Job Level	Year 0	Year 1			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3		0	0	0	#DIV/0!
4 - 6		33	26	7	21%
7 - 9		3	0	3	100%
10 - 12		3	3	0	0%
13 - 15		0	0	0	#DIV/0!
16 - 18		0	0	0	#DIV/0!
19 - 20		0	0	0	#DIV/0!
Total	0	38	28	10	26%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.*
T3.1.7

Financial Performance Year 1: Water Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	146	20	20	14	-48%
Expenditure:					
Employees	54	4	6	7	43%
Repairs and Maintenance	4	0.1	0.3	0.7	-49%
Other	138	9	7	6	-48%
Total Operational Expenditure	196	13.1	13.3	13.7	3%
Net Operational Expenditure	50	-6.9	-6.7	-0.3	-1624%
Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.1.8					

Capital Expenditure Year 1: Water Services					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	9883	5278	2823	-250%	
Bulk Water Supply					
Augrabies: Upgrading of External Water Supply	0	0	1 327	100%	4651
Cillie: Upgrading of External Water Supply	0	0	117	100%	1569
Lutzburg: Upgrading of External Water Supply	0	0	79	100%	1590
Marchand: Extention/Upgrading of External Water Supply	2 459	0	221	-1013%	2459
Warmsand: Upgrading of External Water Supply & Network	2 421	0	245	-888%	2815
Alheit: Extention/Upgrading of External Water Supply	5 003	0	446	-1022%	5003
Lennertsville: Extention/Upgrading of Internal Water Network	0	3 541	388	100%	4117
Augrabies: Extention/Upgrading of Internal Water Network	0	1 474	0	#DIV/0!	0
Cillie: Extention/Upgrading of Internal Water Network	0	149	0	#DIV/0!	0
Lutzburg: Extention/Upgrading of Internal Water Network	0	114	0	#DIV/0!	0

Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.

T3.1.9

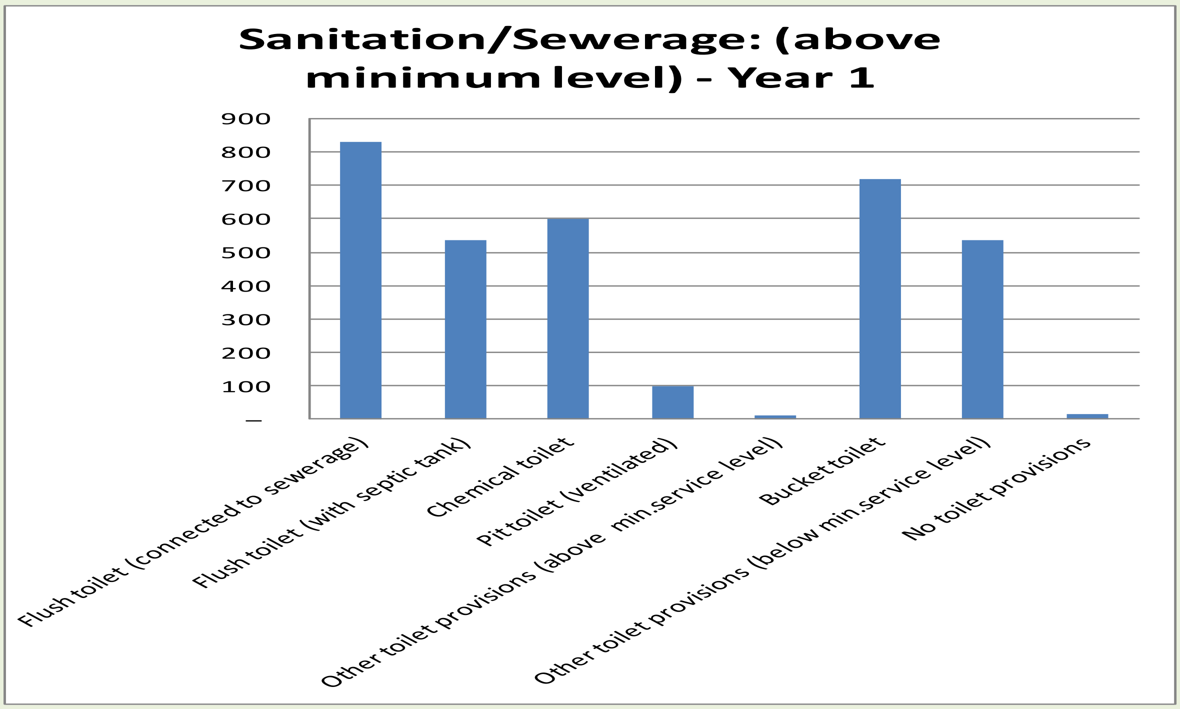
COMMENT ON WATER SERVICES PERFORMANCE OVERALL:

The IDP states to provide water on all stands on standard (yard connection) and this is a standing item on IDP and on the budget. As the municipality aim to deliver service of good quality to its community and ensuring that the community receives clean water without any hassles in order to improve the principles given by the national government in service delivery.

T3.1. 10

3.2 WASTE WATER (SANITATION) PROVISION

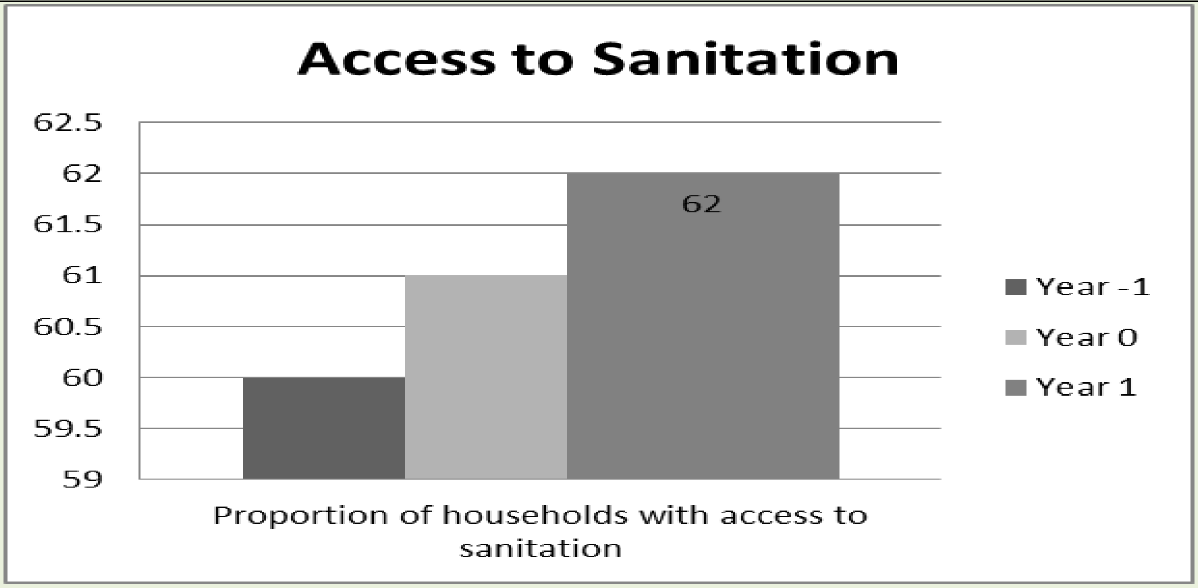
INTRODUCTION TO SANITATION PROVISION
A feasibility study on all services has been undertaken to determine all backlogs and levels of services in the municipal area. A. number projects will be identified to alleviate backlogs and upgrade current systems.
T3.2.1



T3.2.2

Sanitation Service Delivery Levels				
				*Households
Description	Year -2	Year -1	Year 0	Year 1
	Outcome No.	Outcome No.	Outcome No.	Actual No.
Sanitation/sewerage: **(above minimum level)**				
Flush toilet (connected to sewerage)	2	2	2	2
Flush toilet (with septic tank)	14	14	14	14
Chemical toilet	–	–	–	–
Pit toilet (ventilated)	3	3	3	3
Other toilet provisions (above min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	19	19	19	19
Minimum Service Level and Above Percentage	71.2%	71.2%	71.2%	71.2%
Sanitation/sewerage: **(below minimum level)**				
Bucket toilet	1	1	1	1
Other toilet provisions (below min.service level)	3	3	3	3
No toilet provisions	4	4	4	4
Below Minimum Service Level sub-total	8	8	8	8
Below Minimum Service Level Percentage	28.8%	28.8%	28.8%	28.8%
Total households	**26**	**26**	**26**	**26**
***Total number of households including informal settlements**				T3.2.3

Households - Sanitation Service Delivery Levels below the minimum						
						Households
Description	Year -2	Year -1	Year 0	Year 1		
	Actual No.	Actual No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.
Formal Settlements						
Total households	10	10	10	10	10	10
Households below minimum service level	–	–	–	–	–	–
Proportion of households below minimum service level	0%	0%	0%	0%	0%	0%
Informal Settlements						
Total households	7	7	7	7	7	7
Households ts below minimum service level	7	7	7	7	7	7
Proportion of households ts below minimum service level	100%	100%	100%	100%	100%	100%
						T3.2.4


Access to Sanitation
62.5
62
61.5
61
60.5
60
59.5
59
62
Year -1
Year 0
Year 1
Proportion of households with access to sanitation

T3.2.5

Employees: Sanitation Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	63	41	22	35%
4 - 6	0	18	9	9	50%
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	4	4	0	0%
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	85	54	31	36%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.*

Financial Performance Year 1: Sanitation Services					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	11870	12563	7715	-54%
Expenditure:					
Employees	125	3998	3127	3607	-11%
Repairs and Maintenance	25	288	47	112	-157%
Other	45	6177	4868	1737	-256%
Total Operational Expenditure	195	10463	8042	5456	-92%
Net Operational Expenditure	75	-1407	-4521	-2259	38%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.2.8

Capital Expenditure Year 1: Sanitation Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	4921	0	#DIV/0!	
Lennertsville: Upgrading of internal sewer system	0	4921	0	#DIV/0!	0
				#DIV/0!	
				#DIV/0!	
				#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T3.2.9					

COMMENT ON SANITATION SERVICES PERFORMANCE OVERALL:

The municipality realised the need for sanitation and budgeted for it in the adjustment budget, for the financial period 2012/2013. The tendering process was not completed therefore there was no project started but it will be done in future.

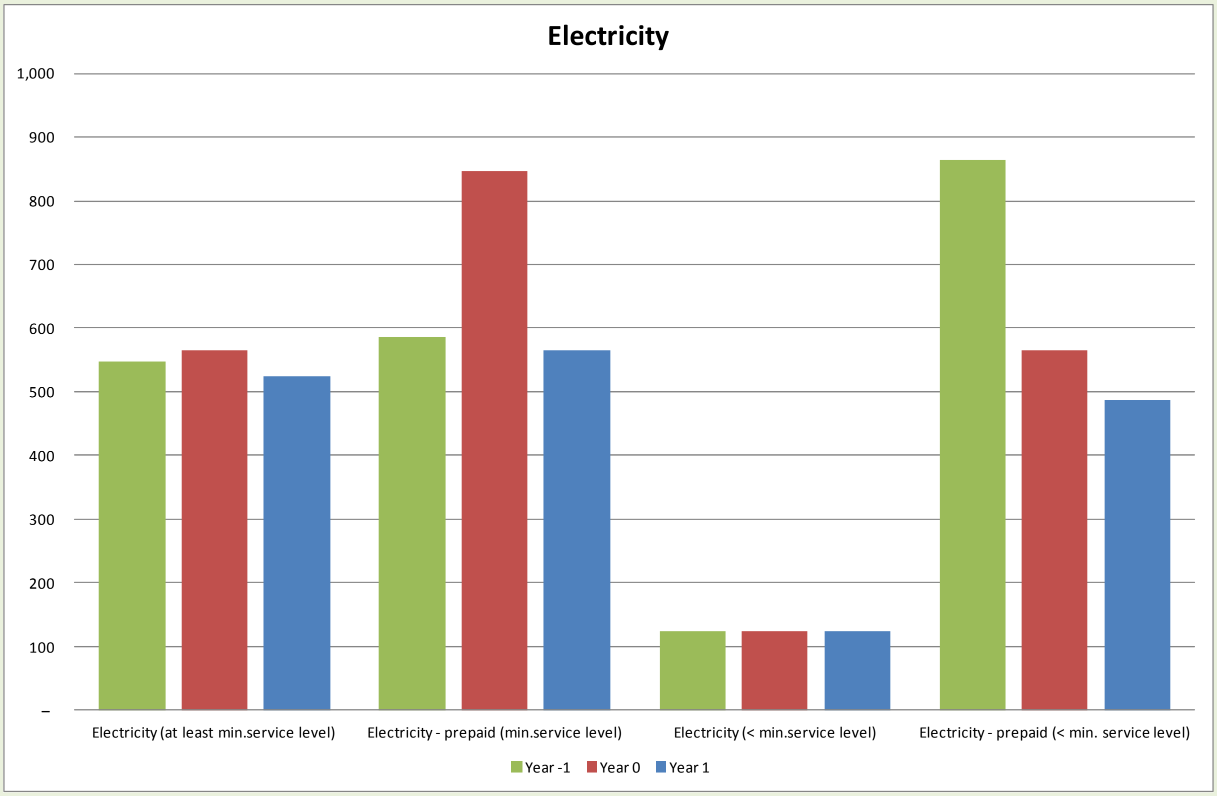
T3.2.10

3.3 ELECTRICITY

INTRODUCTION TO ELECTRICITY

The municipal electrical services include the supply of electricity and the provision of area and street lighting. During the past year the electrification of houses of previously disadvantaged people, the provision of street and high mast lighting and the upgrading of the electricity supply networks have been addressed.

T3.3.1



T3.3.2

Electricity Service Delivery Levels				
				Households
Description	Year -2	Year -1	Year 0	Year 1
	Actual	Actual	Actual	Actual
	No.	No.	No.	No.
Energy: **(above minimum level)**				
Electricity (at least min.service level)	12	12	12	12
Electricity - prepaid (min.service level)	4	4	4	4
Minimum Service Level and Above sub-total	16	16	16	16
Minimum Service Level and Above Percentage	57.1%	57.1%	57.1%	57.1%
Energy: **(below minimum level)**				
Electricity (< min.service level)	2	2	2	2
Electricity - prepaid (< min. service level)	2	2	2	2
Other energy sources	8	8	8	8
Below Minimum Service Level sub-total	12	12	12	12
Below Minimum Service Level Percentage	42.9%	42.9%	42.9%	42.9%
Total number of households	28	28	28	28
				T3.3.3

Households - Electricity Service Delivery Levels below the minimum						
						Households
Description	Year -2	Year -1	Year 0	Year 1		
	Actual	Actual	Actual	Original Budget	Adjusted Budget	Actual
	No.	No.	No.	No.	No.	No.
Formal Settlements						
Total households	14	14	14	14	14	14
Households below minimum service level	3	3	3	3	3	3
Proportion of households below minimum service level	21%	21%	21%	21%	21%	21%
Informal Settlements						
Total households	3	3	3	3	3	3
Households ts below minimum service level	3	3	3	3	3	3
Proportion of households ts below minimum service level	92%	92%	92%	92%	92%	92%
						T3.3.4

Employees: Electricity Services					
Job Level	Year 0	Year 1			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	20	16	4	20%
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	5	4	1	20%
10 - 12	0	7	4	3	43%
13 - 15	0	1	1	0	0%
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	33	25	8	24%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.3.6

Financial Performance Year 1: Electricity Services					R
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	64954	64871	54220	-20%
Expenditure:					
Employees	125	3970	3350	3980	0%
Repairs and Maintenance	25	260	53	59	-341%
Other	45	40634	38860	43624	7%
Total Operational Expenditure	195	44864	42263	47663	6%
Net Operational Expenditure	75	-20090	-22608	-6557	-206%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.3.7

Capital Expenditure Year 1: Electricity Services R					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	522	100%	
Street Lighting					
Community High Mast Light: Warmsand	0	0	19	100%	300
Community High Mast Light: Ward 1, 2 & 7	0	0	300	100%	3062
Community High Mast Light: Lennertsville	0	0	18	100%	294
Community High Mast Lighting : Ward 8	0	0	185	100%	1805
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T3.3.8					

COMMENT ON ELECTRICITY SERVICES PERFORMANCE OVERALL:

The main objectives as set out in the IDP will be met if all projects are financed.

Applications for electrification in ESKOM areas are already completed.

Almost 50% of ESKOM areas are connected to the grid.

T3.3.9

3.4 WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANING AND RECYCLING)

INTRODUCTION TO WASTE MANAGEMENT

Waste Management remains one of the biggest challenges in the municipal area. More incidents of illegal dumping and general littering are reported. There are recycling projects currently running in the towns Kakamas, Keimoes and Kenhardt. Refuse trucks have to cover long distances to remove household waste. Only two solid waste sites are permitted. Applications for transfer stations at the other settlements have been submitted to the Department of Environmental Affairs. The municipality make use of service providers for the removal of garden refuse.

T3.4.1

Solid Waste Service Delivery Levels				
				Households
Description	Year -2	Year -1	Year 0	Year 1
	Actual No.	Actual No.	Actual No.	Actual No.
Solid Waste Removal: **(Minimum level)**				
Removed at least once a week	14	14	14	14
Minimum Service Level and Above sub-total	14	14	14	14
Minimum Service Level and Above percentage	49.1%	49.1%	49.1%	49.1%
Solid Waste Removal: **(Below minimum level)**				
Removed less frequently than once a week	–	–	–	–
Using communal refuse dump	14	14	14	14
Using own refuse dump	–	–	–	–
Other rubbish disposal	–	–	–	–
No rubbish disposal	1	1	1	1
Below Minimum Service Level sub-total	15	15	15	15
Below Minimum Service Level percentage	50.9%	50.9%	50.9%	50.9%
Total number of households	**29**	**29**	**29**	**29**
				T3.4.2

Households - Solid Waste Service Delivery Levels below the minimum						
						Households
Description	Year -2	Year -1	Year 0	Year 1		
	Actual No.	Actual No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.
Formal Settlements						
Total households	14	14	14	14	14	14
Households below minimum service level	1	1	1	1	1	1
Proportion of households below minimum service level	4%	4%	4%	4%	4%	4%
Informal Settlements						
Total households	3	3	3	3	3	3
Households ts below minimum service level	2	2	2	2	2	2
Proportion of households ts below minimum service level	77%	77%	77%	77%	77%	77%
						T3.4.3

Employees: Solid Waste Magement Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3					
4 - 6					
7 - 9					
10 - 12					
13 - 15					
16 - 18					
19 - 20	Information captured under Sanitation				
Total	0	0	0	0	#DIV/0!
*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.*					*T3.4.5*

Employees: Waste Disposal and Other Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3					#DIV/0!
4 - 6					#DIV/0!
7 - 9					#DIV/0!
10 - 12	**Information captured under Sanitation**				#DIV/0!
13 - 15					#DIV/0!
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total					#VALUE!
*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.*					*T3.4.6*

Financial Performance Year 1: Solid Waste Management Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	8965	8936	5414	-66%
Expenditure:					
Employees	125	4120	4349	5033	18%
Repairs and Maintenance	25	300	263	333	10%
Other	45	2966	2702	2476	-20%
Total Operational Expenditure	195	7386	7314	7842	6%
Net Operational Expenditure	75	-1579	-1622	2428	165%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.4.7

Financial Performance Year 1: Waste Disposal and Other Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	125	100	95	-32%
Expenditure:					
Employees	125	244	250	248	2%
Repairs and Maintenance	25	244	250	248	2%
Other	45	244	250	248	2%
Total Operational Expenditure	195	732	750	744	2%
Net Operational Expenditure	75	607	650	649	6%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T3.4.8

Capital Expenditure Year 1: Waste Management Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	935	466	100%	
Kai !Garib Municipal Area: Feasibility Study Solid Waste	0	935	466	100%	1516
Project B				#DIV/0!	
Project C				#DIV/0!	
Project D				#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T3.4.9					

COMMENT ON WASTE MANGEMENT SERVICE PERFORMANCE OVERALL:

The municipality did not budget for the feasibility study done in the original budget. We realised the necessity for Waste Disposal projects and consequently budgeted for it in the Adjustment Budget.

T3.4.10

3.5 HOUSING

INTRODUCTION TO HOUSING

Delete Directive note once comment is complete – Provide brief introductory comments on your strategy for the provision of housing and explain the actions being taken to redress service backlogs and deliver basic housing provision to the national standard. Make particular reference to the successes achieved and challenges faced in year 1 (include your top 3 service delivery priorities and the impact you have had on them during the year). Set out measures taken to improve performance and the major efficiencies achieved by your service during the year. Indicate how your municipality identifies and responds to those communities that are living in poverty and are deficient in this basic service. Give the name and extent of service provision of any municipal entity(ies) responsible for rendering Housing Services within the municipality.

T3.5.1

Percentage of households with access to basic housing			
Year end	Total households (including in formal and informal settlements)	Households in formal settlements	Percentage of HHs in formal settlements
Year 0	13976	12625	90.3%
Year 1	16204	14765	91.1%
			T3.5.2

Employees: Housing Services					
Job Level	Year 0	Year 1			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	Information captured under Planning and Development				#DIV/0!
4 - 6					#DIV/0!
7 - 9					#DIV/0!
10 - 12					#DIV/0!
13 - 15					#DIV/0!
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total					#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.5.4*

Financial Performance Year 1: Housing Services R					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	0	0	0	#DIV/0!
Expenditure:					
Employees	125	0	0	0	#DIV/0!
Repairs and Maintenance	25	3	0	0	#DIV/0!
Other	45	1715	1716	21	-8067%
Total Operational Expenditure	195	1718	1716	21	-8081%
Net Operational Expenditure	75	1718	1716	21	-8081%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.5.5

Capital Expenditure Year 1: Housing Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	#DIV/0!	
Project A	0	0	0	#DIV/0!	0
Project B	0	0	0	#DIV/0!	0
Project C	0	0	0	#DIV/0!	0
Project D	0	0	0	#DIV/0!	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.5.6

COMMENT ON THE PERFORMANCE OF THE HOUSING SERVICE OVERALL:

The housing percentage shows that there is an improvement in formal housing and it indicates that there is easy access to the basic services.

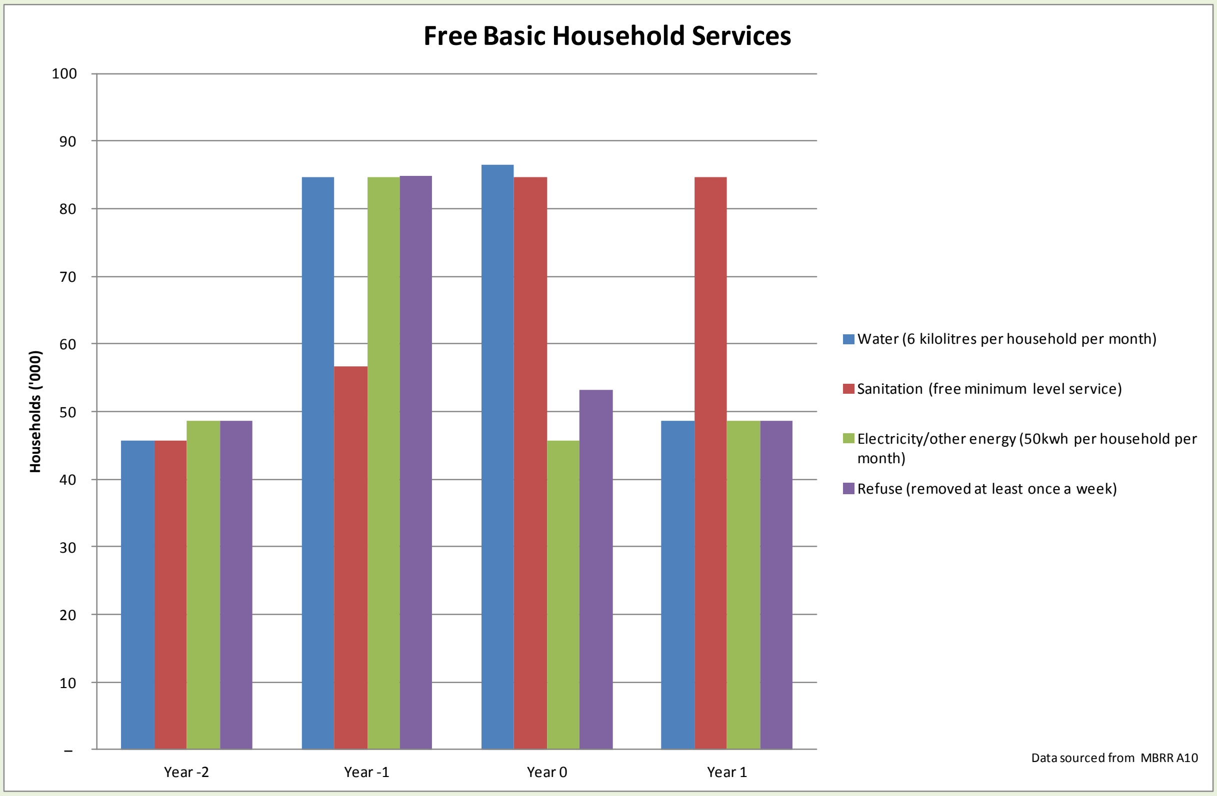
T3.5.7

3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

"Indigent" means any household which is responsible for the payment of services and rates, earning a combined gross income equivalent to or less than to time the government pension grant as prescribed by the National Department of Social Development or line with the National Indigent Framework issued by the Department of Cooperative Governance and Traditional Affairs who qualify, according to the policy for rebates support or service subsidy.

T3.6.1



T3.6.2

Free Basic Services To Low Income Households										
	Number of households									
	Total	Households earning less than R1,100 per month								
			Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse	
		Total	Access	%	Access	%	Access	%	Access	%
Year -1	100,000	18,000	12,000	67%	10,000	56%	13,000	72%	7,000	39%
Year 0	103,000	18,500	13,000	70%	11,000	59%	14,500	78%	8,000	43%
Year 1	105,000	19,000	15,000	79%	12,000	63%	16,100	85%	9,000	47%
										T3.6.3

Financial Performance Year 1: Cost to Municipality of Free Basic Services Delivered					
Services Delivered	Year 0	Year 1			
	Actual	Budget	Adjustment Budget	Actual	Variance to Budget
Water	200	244	250	248	2%
Waste Water (Sanitation)	220	240	250	245	2%
Electricity	100	120	130	135	11%
Waste Management (Solid Waste)	105	110	120	125	12%
Total	625	714	750	753	5%
					T3.6.4

COMMENT ON FREE BASIC SERVICES AND INDIGENT SUPPORT:

The residents of Kai !Garib municipal area live in less favourable conditions. The income distribution is distorted to the disadvantage of the less economically secured people, who also represents the majority group in the Municipal Area. Many residents of Kai !Garib Municipality still battle the same issues as 15 years back, lack of housing, lack of ownership of property and a lack of proper education.

The majority of residents are still dependant on government pensions, implying that a large part of the residents of Kai !Garib earn less than R 1 800-00 per month. About 83 % of the population earn less than R3 200-00 per month.

In total 3200 households are subsidized by the services subsidy scheme.

T3.6.6

COMPONENT B: ROAD TRANSPORT

This component includes: roads; transport; and waste water (stormwater drainage).

INTRODUCTION TO ROAD TRANSPORT

Kai !Garib Municipality has seen the need to upgrade roads in the area as well as the bridges. Cleaning, upgrading and maintenance of public roads are of the utmost importance to the municipality.

T3.7.0

3.7 ROADS

INTRODUCTION TO ROADS

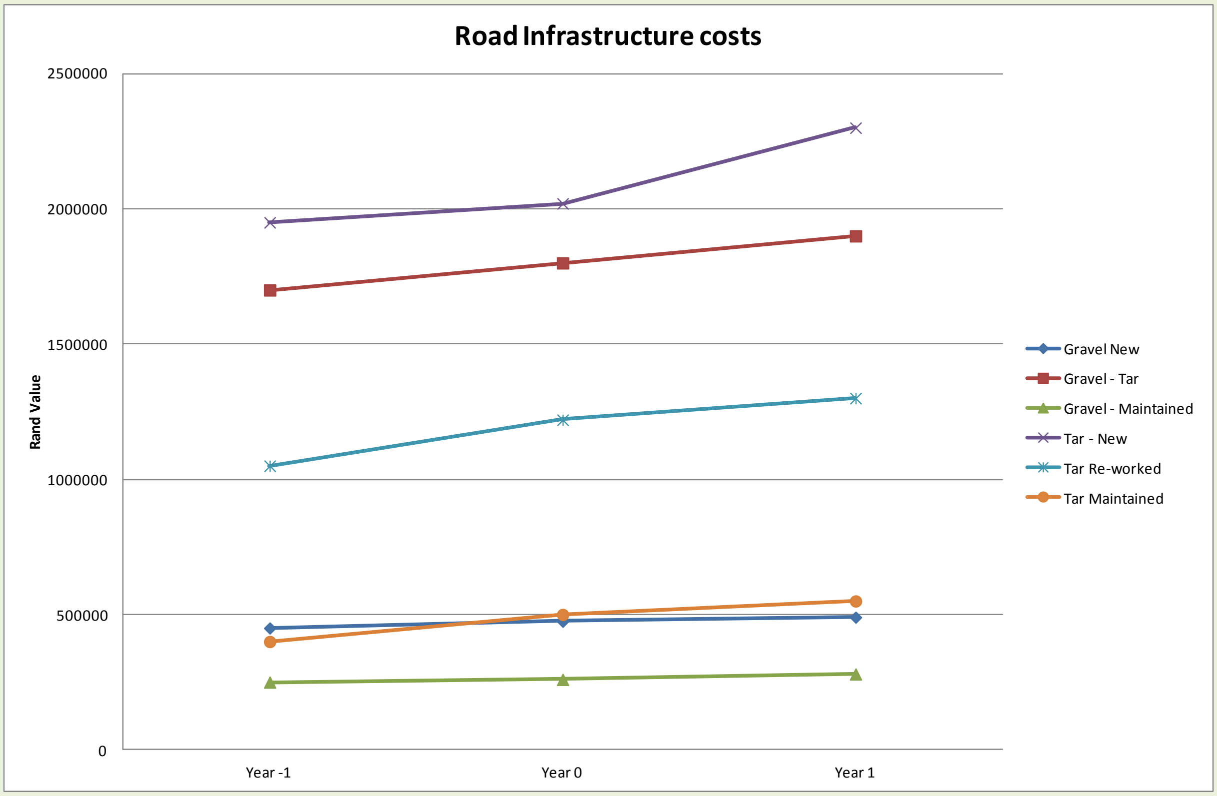
The N14 runs through 2 of the main towns namely Keimoes and Kakamas and is kept in a good condition by SANRAL. The internal roads are kept and maintained by the municipality. The internal roads play a huge role in the growth of the agricultural in Kai !Garib area. Unfortunately, the municipality lacks road maintenance vehicles and a road maintenance plant. This leads to road maintenance not being fully effective

T3.7.1

Cost of Construction/Maintenance						
						R' 000
	Gravel			Tar		
	New	Gravel - Tar	Maintained	New	Re-worked	Maintained
Year -1	No measurements taken					
Year 0						
Year 1						
						T3.7.4

Tarred Road Infrastructure					
					Kilometers
	Total tarred roads	New tar roads	Existing tar roads re-tarred	Existing tar roads re-sheeted	Tar roads maintained
Year -1	No measurement was taken				
Year 0					
Year 1					
					T3.7.3

Cost of Construction/Maintenance R' 000						
	Gravel			Tar		
	New	Gravel - Tar	Maintained	New	Re-worked	Maintained
Year -1	0	0	0	0	0	0
Year 0	0	0	0	0	0	0
Year 1	0	0	0	0	0	0
						T3.7.4



T3.7.5

Chapter 3

Employees: Road Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	1	1	1	0	0%
4 - 6	3	3	3	0.5	17%
7 - 9	6	6	6	1.5	25%
10 - 12	7	7	7	1	14%
13 - 15	9	9	9	2.2	24%
16 - 18	11	11	11	0.9	8%
19 - 20	18	18	18	1	6%
Total	55	55	55	7.1	13%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.7.7*

Financial Performance Year 1: Road Services R					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	0	0	0	#DIV/0!
Expenditure:					
Employees	125	3510	3685	4253	17%
Repairs and Maintenance	25	550	500	478	-15%
Other	45	6194	6071	2787	-122%
Total Operational Expenditure	195	10254	10256	7518	-36%
Net Operational Expenditure	75	10254	10256	7518	-36%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.7.8

Capital Expenditure Year 1: Road Services R					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	13068	14162	14244	8%	
Alheit: Access & Collector Roads & Stormwater	463	0	61	-659%	6 435
Augrabies: Access & Collector Roads & Stormwater	8 298	9 635	9 049	8%	2 767
Marchand: Access & Collector Roads & Stormwater	4 307	4 527	4 587	6%	10 888
Lennertsville: Access & Collector Roads & Stormwater	0	0	547	100%	5 320
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T3.7.9					

COMMENT ON THE PERFORMANCE OF ROADS OVERALL:

As is seen in the table above the municipality underspent the budget for the Alheit road by almost 660%. It also overspent the budgets for the Augrabies and the Marchand roads by 8% and 6 % respectively. In instances where the municipality underspent it means the project is still ongoing and where the municipality overspent it is an indication of a rise in the operational costs of the project.

T3.7.10

3.8 TRANSPORT (INCLUDING VEHICLE LICENSING & PUBLIC BUS OPERATION)

INTRODUCTION TO TRANSPORT

The municipality does not currently provide such services.

T3.8.1

Municipal Bus Service Data					
		Year 0	Year 1		Year 2
	Details	Actual No.	Estimate No.	Actual No.	Estimate No.
1	Passenger journeys				
2	Seats available for all journeys				
3	Average Unused Bus Capacity for all journeys				
4	Size of bus fleet at year end				
5	Average number of Buses off the road at any one time				
6	Proportion of the fleet off road road at any one time				
7	No. of Bus journeys scheduled				
8	No. of journeys cancelled				
9	Proportion of journeys cancelled				
					T3.8.2

Concerning T3.8.2

The municipality does not currently provide such services.

T3.8.2.1

Employees: Transport Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.*
T3.8.4

Financial Performance Year 1: Transport Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:	0	0	0	0	
Employees	0	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	0	0	0	0	#DIV/0!
Total Operational Expenditure	0	0	0	0	#DIV/0!
Net Operational Expenditure	0	0	0	0	#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T3.8.5

Capital Expenditure Year 1: Transport Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0%	0
	0	0	0	0%	0
Project A	0	0	0	0%	0
Project B	0	0	0	0%	0
Project C	0	0	0	0%	0
Project D	0	0	0	0%	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T3.8.6					

COMMENT ON THE T PERFORMANCE OF TRANSPORT OVERALL:

The municipality does not currently provide such services.

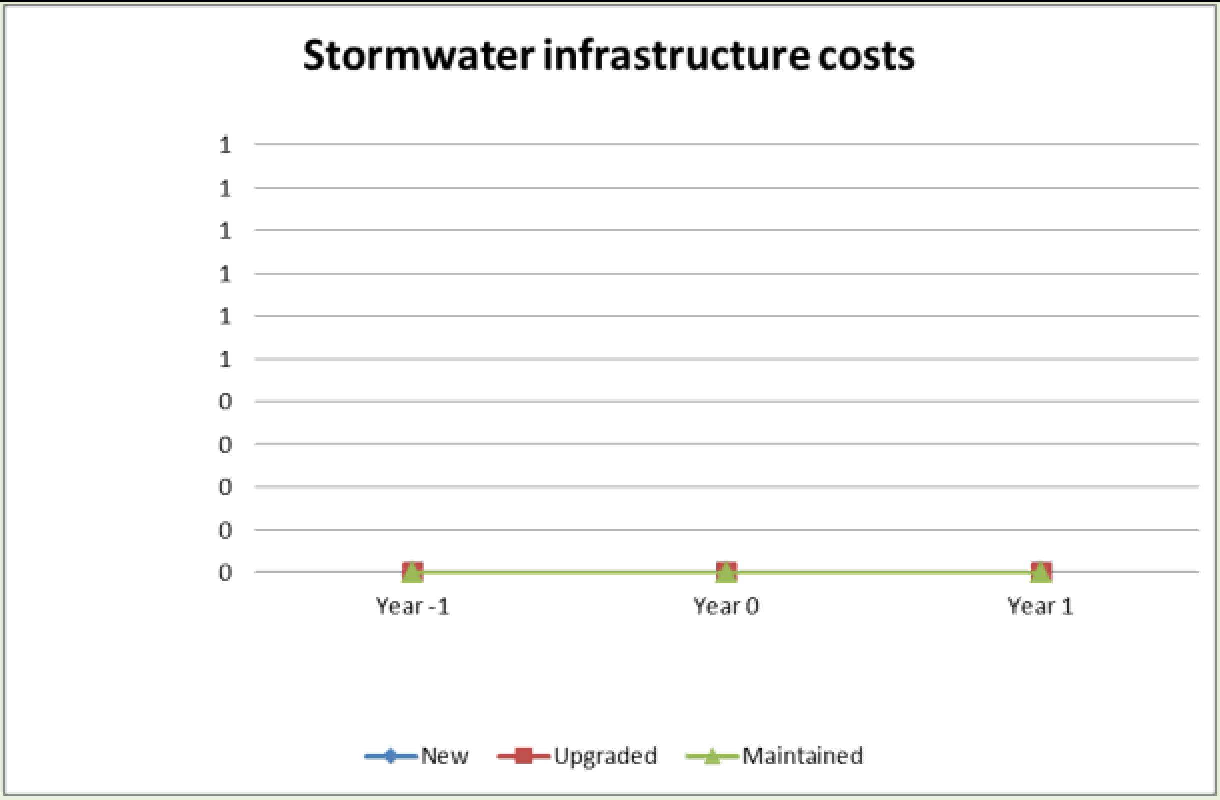
T3.8.7

3.9 WASTE WATER (STORMWATER DRAINAGE)

INTRODUCTION TO STORMWATER DRAINAGE
This information has already been captured in the above section called Roads.
T3.9.1

Stormwater Infrastructure Kilometers				
	Total Stormwater measures	New stormwater measures	Stormwater measures upgraded	Stormwater measures maintained
Year -1	0	0	0	0
Year 0	0	0	0	0
Year 1	0	0	0	0
				T3.9.2

Cost of Construction/Maintenance R' 000			
	Stormwater Measures		
	New	Upgraded	Maintained
Year -1	0	0	0
Year 0	0	0	0
Year 1	0	0	0
			T3.9.3


Stormwater infrastructure costs
1
1
1
1
1
1
0
0
0
0
0
Year -1
Year 0
Year 1
New
Upgraded
Maintained

T3.9.4

Employees: Stormmwater Services					
Job Level	Year 0	Year 1			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	50	29	21	42%
4 - 6	0	27	20	7	26%
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	3	3	0	0%
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	80	52	28	35%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.*
T3.9.6

Financial Performance Year 1: Stormwater Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue					#DIV/0!
Expenditure:					
Employees					#DIV/0!
Repairs and Maintenance					#DIV/0!
Other					#DIV/0!
Total Operational Expenditure					#DIV/0!
Net Operational Expenditure	**Info captured under section called roads**				#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.
T3.9.7

Capital Expenditure Year 1: Stormwater Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0%	0
Project A	0	0	0	0%	0
Project B	0	0	0	0%	0
Project C	0	0	0	0%	0
Project D	0	0	0	0%	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T3.9.8					

COMMENT ON THE PERFORMANCE OF STORMWATER DRAINAGE OVERALL:

This information has already been captured in the above section called Roads.

T3.9.9

COMPONENT C: PLANNING AND DEVELOPMENT

This component includes: planning; and local economic development.

INTRODUCTION TO PLANNING AND DEVELOPMENT

The planning and development within the Kai Garib municipality is a challenge due to the fact that most land belongs to the farmers who are unwilling to sell it back to the municipality for the land to be developed for the advantage of communities. Many of the other posts within the directorate also remain vacant as it is difficult to attract qualified individuals to this area.

T3.10.0

3.10 PLANNING

INTRODUCTION TO PLANNING

This function was only established in the 2013/14 financial year.

T3.10.1

Applications for Land Use Development						
Detail	Formalisation of Townships		Rezoning		Built Enviroment	
	Year 0	Year 1	Year 0	Year 1	Year 0	Year 1
Planning application received	This function was only established in the 2013/14 financial year.					
Determination made in year of receipt						
Determination made in following year						
Applications withdrawn						
Applications outstanding at year end						
						T3.10.2

Employees: Planning Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	1	0	1	100%
4 - 6	0	11	4	7	64%
7 - 9	0	2	2	0	0%
10 - 12	0	7	5	2	29%
13 - 15	0	3	1	2	67%
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	24	12	12	50%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.10.4*

Financial Performance Year 1: Planning Services					
					R
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	1082	649	0	#DIV/0!
Expenditure:					
Employees	125	3126	761	316	-889%
Repairs and Maintenance	25	0	0	0	#DIV/0!
Other	45	1265	658	480	-164%
Total Operational Expenditure	195	4391	1419	796	-452%
Net Operational Expenditure	75	3309	770	796	-316%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.10.5

Capital Expenditure Year 1: Planning Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All				#DIV/0!	
				#DIV/0!	
				#DIV/0!	
				#DIV/0!	
				#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T3.10.6					

COMMENT ON THE PERFORMANCE OF PHYSICAL PLANNING OVERALL:

The budget is in place however the department suffers from a lack of resources as well as a lack of personnel.

T3.10.7

3.11 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

INTRODUCTION TO ECONOMIC DEVLOPMENT

This sector still has a lot of potential and although Kai !Garib Municipality have been implementing marketing strategies and plans to stimulate the sector it has not reached its full potential. The tourism section suffers from insufficient staff and budget.

T3.11.1

Economic Activity by Sector			
			R '000
Sector	**Year -1**	**Year 0**	**Year 1**
Agric, forestry and fishing	0	0	0
Mining and quarrying	0	0	0
Manufacturing	0	0	0
Wholesale and retail trade	0	0	0
Finance, property, etc.	0	0	0
Govt, community and social services	0	0	0
Infrastructure services	0	0	0
Total	0	0	0
			T3.11.2

Economic Employment by Sector			
			Jobs
Sector	**Year -1 No.**	**Year 0 No.**	**Year 1 No.**
Agric, forestry and fishing	-	-	-
Mining and quarrying	-	-	-
Manufacturing	-	-	-
Wholesale and retail trade	-	-	-
Finance, property, etc.	-	-	-
Govt, community and social services	-	-	-
Infrastructure services	-	-	-
Total	0	0	0
			T3.11.3

COMMENT ON LOCAL JOB OPPORTUNITIES:

Due to the fact that the Kai !Garib municipality is within undeveloped towns, there is a lack of job opportunities but through assistance offered by the National Department of Roads and Public Works via EPWP the opportunities are created for the communities.

T3.11.4

Jobs Created during Year 1 by LED Initiatives (Excluding EPWP projects)				
Total Jobs created / Top 3 initiatives	Jobs created No.	Jobs lost/displaced by other initiatives No.	Net total jobs created in year No.	Method of validating jobs created/lost
Total (all initiatives)				
Year -1				
Year 0				
Year 1				
Initiative A (Year 1)				
Initiative B (Year 1)				
Initiative C (Year 1)				
				T3.11.5

Job creation through EPWP* projects		
Details	EPWP Projects No.	Jobs created through EPWP projects No.
Year -1	-	-
Year 0	14	797
Year 1	11	749
** - Extended Public Works Programme*		T3.11.6

Employees: Local Economic Development Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	Information captured under Planning and Development				
4 - 6					
7 - 9					
10 - 12					
13 - 15					
16 - 18					
19 - 20					
Total					
*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.11.8					

Financial Performance Year 1: Local Economic Development Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	**Information captured under Planning and Development**				
Expenditure:					
Employees					
Repairs and Maintenance					
Other					
Total Operational Expenditure					
Net Operational Expenditure					
Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.					T3.11.9

COMMENT ON LOCAL ECONOMIC DEVELOPMENT PERFORMANCE OVERALL:

Information for this section is captured under planning and development.

T3.11.11

COMPONENT D: COMMUNITY & SOCIAL SERVICES

This component includes: libraries and archives; museums arts and galleries; community halls; cemeteries and crematoria; child care; aged care; social programmes, theatres.

INTRODUCTION TO COMMUNITY AND SOCIAL SERVICES
The municipality provides support to the community through 1. Providing free access to information and the internet. 2. Easy access to community halls which are situated close to the communities. 3. Providing free assistance for rebuilding houses that were damaged in fires and strong winds by means of providing material. T3.52.0

3.52 LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)

INTRODUCTION TO LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES
This was discussed under the above section. T3.52.1

SERVICE STATISTICS FOR LIBRARIES; ARCHIVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)
Libraries are up and running and well equipped. The staff is professional and well trained and always willing to assist. Provides social programmes to children as well as the aged in the community. T3.52.2

Employees: Libraries; Archives; Museums; Galleries; Community Facilities; Other					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3					
4 - 6					
7 - 9					
10 - 12					
13 - 15					
16 - 18					
19 - 20					
Total	**This will be documented under the section administration.**				
*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.52.4					

Financial Performance Year 1: Libraries; Archives; Museums; Galleries; Community Facilities; Other R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	674	674	664	-2%
Expenditure:					
Employees	125	956	954	943	-1%
Repairs and Maintenance	25	0	0	0	#DIV/0!
Other	45	1221	1156	572	-113%
Total Operational Expenditure	195	2177	2110	1515	-44%
Net Operational Expenditure	75	1503	1436	851	-77%
Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.52.5					

Capital Expenditure Year 1: Libraries; Archives; Museums; Galleries; Community Facilities; Other R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	#DIV/0!	
Project A				#DIV/0!	
Project B				#DIV/0!	
Project C				#DIV/0!	
Project D				#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.52.6

COMMENT ON THE PERFORMANCE OF LIBRARIES; ARCHIVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC) OVERALL:

Knowledge is being spread among the people in the area to enable thinking so as to develop a culture of innovation to stimulate growth and development.

T3.52.7

3.55 CEMETORIES AND CREMATORIUMS

INTRODUCTION TO CEMETORIES & CREMATORIUMS
This is documented in an earlier section.
T3.55.1

SERVICE STATISTICS FOR CEMETORIES & CREMATORIUMS
This is documented in an earlier section.
T3.55.2

Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3					#DIV/0!
4 - 6					#DIV/0!
7 - 9					#DIV/0!
10 - 12					#DIV/0!
13 - 15					#DIV/0!
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.55.4*

Financial Performance Year 1: Cemeteries and Crematoriums

R'000

Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	19	20	22	14%
Expenditure:					
Employees	125	0	0	0	#DIV/0!
Repairs and Maintenance	25	0	0	0	#DIV/0!
Other	45	125	86	33	-279%
Total Operational Expenditure	195	125	86	33	-279%
Net Operational Expenditure	75	106	66	11	-864%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.55.5

Capital Expenditure Year 1: Cemeteries and Crematoriums R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	#DIV/0!	
Project A				#DIV/0!	
Project B				#DIV/0!	
Project C				#DIV/0!	
Project D				#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T3.55.6					

COMMENT ON THE PERFORMANCE OF CEMETORIES & CREMATORIUMS OVERALL:

This is documented in an earlier section.

T3.55.7

3.56 CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

INTRODUCTION TO CHILD CARE; AGED CARE; SOCIAL PROGRAMMES
Social programmes are being run by the Department of Social Services.
T3.56.1

SERVICE STATISTICS FOR CHILD CARE
Social programmes are being run by the Department of Social Services.
T3.56.2

Employees: Child Care; Aged Care; Social Programmes					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.56.4

Financial Performance Year 1: Child Care; Aged Care; Social Programmes R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:	0	0	0	0	
Employees	0	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	0	0	0	0	#DIV/0!
Total Operational Expenditure	0	0	0	0	#DIV/0!
Net Operational Expenditure	0	0	0	0	#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.56.5

Capital Expenditure Year 1: Child Care; Aged Care; Social Programmes R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0%	0
	0	0	0	0%	0
Project A	0	0	0	0%	0
Project B	0	0	0	0%	0
Project C	0	0	0	0%	0
Project D	0	0	0	0%	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.56.6

COMMENT ON THE PERFORMANCE OF CHILD CARE; AGED CARE; SOCIAL PROGRAMMES OVERALL:

N/A

T3.56.7

COMPONENT E: ENVIRONMENTAL PROTECTION

This component includes: pollution control; biodiversity and landscape; and costal protection.

INTRODUCTION TO ENVIRONMENTAL PROTECTION
Delete Directive note once comment is complete – Provide brief introductory comments.
T3.59.0

3.59 POLLUTION CONTROL

INTRODUCTION TO POLLUTION CONTROL
N/A
T3.59.1

SERVICE STATISTICS FOR POLLUTION CONTROL
N/A
T3.59.2

Employees: Pollution Control					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.59.4

Financial Performance Year 1: Pollution Control R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:	0	0	0	0	
Employees	0	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	0	0	0	0	#DIV/0!
Total Operational Expenditure	0	0	0	0	#DIV/0!
Net Operational Expenditure	0	0	0	0	#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.59.5

Capital Expenditure Year 1: Pollution Control R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0%	0
	0	0	0	0%	0
Project A	0	0	0	0%	0
Project B	0	0	0	0%	0
Project C	0	0	0	0%	0
Project D	0	0	0	0%	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.59.6

COMMENT ON THE PERFORMANCE OF POLLUTION CONTROL OVERALL:

N/A

T3.59.7

3.60 BIO-DIVERSITY; LANDSCAPE (INCL. OPEN SPACES); AND OTHER (EG. COASTAL PROTECTION)

INTRODUCTION BIO-DIVERSITY AND LANDSCAPE
N/A
T3.60.1

SERVICE STATISTICS FOR BIO-DIVERSITY AND LANDSCAPE
N/A
T3.60.2

Employees: Bio-Diversity; Landscape and Other					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.60.4

Financial Performance 2008/09: Bio-Diversity; Landscape and Other R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:	0	0	0	0	
Employees	0	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	0	0	0	0	#DIV/0!
Total Operational Expenditure	0	0	0	0	#DIV/0!
Net Operational Expenditure	0	0	0	0	#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.60.5

Capital Expenditure Year 1: Bio-Diversity; Landscape and Other R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0%	0
	0	0	0	0%	0
Project A	0	0	0	0%	0
Project B	0	0	0	0%	0
Project C	0	0	0	0%	0
Project D	0	0	0	0%	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.60.6

COMMENT ON THE PERFORMANCE OF BIO-DIVERSITY; LANDSCAPE AND OTHER OVERALL:

N/A

T3.60.7

COMPONENT F: HEALTH

This component includes: clinics; ambulance services; and health inspections.

INTRODUCTION TO HEALTH

N/A

T.62.0

3.62 CLINICS

INTRODUCTION TO CLINICS

Clinic services are provided by the Department of Health. The municipality provides support, staff and assets to assist as the Clinics are situated within the area of Kai Garib.

T3.62.1

Service Data for Clinics					
	Details	**Year -1**	**Year 0**		**Year 1**
		Actual No.	**Estimate No.**	**Actual No.**	**Estimate No.**
1	Average number of Patient visits on an average day				
2	Total Medical Staff available on an average day				
3	Average Pateint waiting time	mins	mins	mins	mins
4	Number of HIV/AIDS tests undertaken in the year				
5	Number of tests in 4 above that proved positive				
6	Number of children that are immunised at under 1 year of age				
7	Child immunisation s above compared with the child population under 1 year of age	%	%	%	%
					T3.62.2

Concerning T3.62.2

This service is provided by the Department of Health

T3.62.2.1

Employees: Clinics					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	Employees working at the clinics will be accounted for under Corporate Services				#DIV/0!
4 - 6					#DIV/0!
7 - 9					#DIV/0!
10 - 12					#DIV/0!
13 - 15					#DIV/0!
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total					#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.62.4*

Financial Performance: Clinics R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	779	779	0	#DIV/0!
Expenditure:					
Employees	125	659	626	676	3%
Repairs and Maintenance	25	0	0	0	#DIV/0!
Other	45	257	240	183	-40%
Total Operational Expenditure	195	916	866	859	-7%
Net Operational Expenditure	75	137	87	859	84%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.62.5

Capital Expenditure: Clinics R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	#DIV/0!	
Project A				#DIV/0!	
Project B				#DIV/0!	
Project C				#DIV/0!	
Project D				#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.62.6

COMMENT ON THE PERFORMANCE OF CLINICS OVERALL:

N/A

T3.62.7

3.63 AMBULANCE SERVICES

INTRODUCTION TO AMBULANCE SERVICES

N/A

T3.63.1

Ambulance Service Data					
	Details	Year -1	Year 0		Year 1
		Actual No.	Estimate No.	Actual No.	Estimate No.
1	Number of patients taken to medical facilities during the year				
2	Average time from emergency call to arrival at the patient - in urban areas				
3	Average time from emergency call to arrival at the patient - in rural areas				
4	Average time from emergency call to the transportation of patient to a medical facility - in urban areas				
5	Average time from emergency call to the transportation of patient to a medical facility - in rural areas				
6	No. ambulance				
7	No. paramedics				
					T3.63.2

Concerning T3.63.2

N/A

T3.63.2.1

Employees: Ambulances					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.63.4*

Financial Performance Year 1: Ambulances					
					R'000
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	0%
Expenditure:	0	0	0	0	0%
Employees	0	0	0	0	0%
Repairs and Maintenance	0	0	0	0	0%
Other	0	0	0	0	0%
Total Operational Expenditure	0	0	0	0	0%
Net Operational Expenditure	0	0	0	0	0%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.63.5

Capital Expenditure Year 1: Ambulances					
					R' 000
	Year 1				
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0%	0
	0	0	0	0%	0
Project A	0	0	0	0%	0
Project B	0	0	0	0%	0
Project C	0	0	0	0%	0
Project D	0	0	0	0%	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.63.6

COMMENT ON THE PERFORMANCE OF AMBULANCE SERVICES OVERALL:

N/A

T3.63.7

3.64 HEALTH INSPECTION; FOOD AND ABBATOIR LICENSING AND INSPECTION; ETC

INTRODUCTION TO HEALTH INSPECTIONS; FOOD AND ABATTOIR LICENCING AND INSPECTIONS, ETC
N/A
T3.64.1

SERVICE STATISTICS FOR HEALTH INSPECTION, Etc
N/A
T3.64.2

Employees: Health Inspection, Etc					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.64.4*

Financial Performance Year 1: Health Inspection, Etc (R'000)					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:					
Employees	0	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	0	0	0	0	#DIV/0!
Total Operational Expenditure	0	0	0	0	#DIV/0!
Net Operational Expenditure	0	0	0	0	#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.64.5

Capital Expenditure Year 1: Health Inspection, Etc R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0	
Project A	0	0	0	0	280
Project B	0	0	0	0	150
Project C	0	0	0	0	320
Project D	0	0	0	0	90
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.64.6

COMMENT ON THE PERFORMANCE OF HEALTH INSPECTIONs, Etc OVERALL

N/A

T3.64.7

COMPONENT G: SECURITY AND SAFETY

This component includes: police; fire; disaster management, licensing and control of animals, and control of public nuisances, etc.

INTRODUCTION TO SECURITY & SAFETY

Delete Directive note once comment is complete – Provide brief introductory comments.

T3.65.0

3.65 POLICE

INTRODUCTION TO POLICE

N/A

T3.65.1

Metropolitan Police Service Data					
	Details	**Year -1**	**Year 0**		**Year 1**
		Actual No.	**Estimate No.**	**Actual No.**	**Estimate No.**
1	Number of road traffic accidents during the year				
2	Number of by-law infringements attended				
3	Number of police officers in the field on an average day				
4	Number of police officers on duty on an average day				
					T3.65.2

Concerning T3.65.2

N/A

T3.65.2.1

Employees: Police Officers					
Job Level	Year 0	Year 1			
Police / Administrators	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
Chief Police Officer & Deputy					
Other Police Officers					
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.65.4*

Financial Performance Year 1: Police R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:					
Police Officers					
Other employees	0	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	0	0	0	0	#DIV/0!
Total Operational Expenditure	0	0	0	0	#DIV/0!
Net Operational Expenditure	0	0	0	0	#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.65.5

Capital Expenditure Year 1: Police					
					R' 000
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0	
Project A	0	0	0	0	0
Project B	0	0	0	0	0
Project C	0	0	0	0	0
Project D	0	0	0	0	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.65.6

COMMENT ON THE PERFORMANCE OF POLICE OVERALL:

N/A

T.3.65.7

3.66 FIRE

INTRODUCTION TO FIRE SERVICES

N/A

T3.66.1

	Metropolitan Fire Service Data				
	Details	Year -1	Year 0		Year 1
		Actual No.	Estimate No.	Actual No.	Estimate No.
1	Total fires attended in the year				
2	Total of other incidents attended in the year				
3	Average turnout time - urban areas				
4	Average turnout time - rural areas				
5	Fire fighters in post at year end				
6	Total fire appliances at year end				
7	Average number of appliance off the road during the year				
					T3.66.2

Concerning T3.66.2

N/A

T3.66.2.1

Employees: Fire Services					
Job Level	Year 0	Year 1			
Fire Fighters / Administrators	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
Chief Fire Officer & Deputy					
Other Fire Officers					
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.66.4

Financial Performance Year 1: Fire Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:					
Fire fighters					
Other employees	0	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	0	0	0	0	#DIV/0!
Total Operational Expenditure	0	0	0	0	#DIV/0!
Net Operational Expenditure	0	0	0	0	#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.66.5

Capital Expenditure Year 1: Fire Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0	
Project A	0	0	0	0	0
Project B	0	0	0	0	0
Project C	0	0	0	0	0
Project D	0	0	0	0	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.66.6

COMMENT ON THE PERFORMANCE OF FIRE SERVICES OVERALL:

N/A

T3.66.7

3.67 OTHER (DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES AND OTHER)

INTRODUCTION TO DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES, ETC

The municipality does not have an established disaster management unit. The municipality does have a disaster manager and makes use of volunteers which are very effective during disasters

T3.67.1

SERVICE STATISTICS FOR DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES, ETC
There was no disaster during the financial period 2012/2013 , therefore there is no service that has been provided.
T3.67.2

Employees: Disater Management, Animal Licencing and Control, Control of Public Nuisances, Etc					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	0	0	0	#DIV/0!

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.67.4

Financial Performance Year 1: Disater Management, Animal Licencing and Control, Control of Public Nuisances, Etc R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:					
Employees	0	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	0	0	0	0	#DIV/0!
Total Operational Expenditure	0	0	0	0	#DIV/0!
Net Operational Expenditure	0	0	0	0	#DIV/0!

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.67.5

Capital Expenditure Year 1: Disater Management, Animal Licencing and Control, Control of Public Nuisances, Etc					
					R' 000
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0	
Project A	0	0	0	0	0
Project B	0	0	0	0	0
Project C	0	0	0	0	0
Project D	0	0	0	0	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.67.6

COMMENT ON THE PERFORMANCE OF DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL CONTROL OF PUBLIC NUISANCES, ETC OVERALL:

The municipality is not involved in animal licensing.

T3.67.7

COMPONENT H: SPORT AND RECREATION

This component includes: community parks; sports fields; sports halls; stadiums; swimming pools; and camp sites.

INTRODUCTION TO SPORT AND RECREATION

The municipality is in talks with the Sport for change, in order to upgrade the sports facilities and develop the new ones. Currently the municipality works closely with the Department of Sports, Arts and Culture so as to effectively develop sports in our area. The municipality is equipped with 6 formal stadiums and about 2 informal stadiums per town. Soccer is the dominating sport in the area with netball growing rapidly.

T3.68.0

3.68 SPORT AND RECREATION

SERVICE STATISTICS FOR SPORT AND RECREATION

The municipality has an annual soccer tournament, which is supported in numbers by the community.

T3.68.1

Employees: Sport and Recreation					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	**The Sport and recreation function even though it has a separate vote number, its employees are part of the Corporate.**				
4 - 6					
7 - 9					
10 - 12					
13 - 15					
16 - 18					
19 - 20					
Total					

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.68.3*

Financial Performance 2012/13: Sport and Recreation R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	7	11	8	13%
Expenditure:					
Employees	125	1629	1986	2271	28%
Repairs and Maintenance	25	30	1	28	-7%
Other	45	997	988	509	-96%
Total Operational Expenditure	195	2656	2975	2808	5%
Net Operational Expenditure	75	2649	2964	2800	5%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.68.4

Capital Expenditure Year 1: Sport and Recreation R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	#DIV/0!	
Project A				#DIV/0!	
Project B				#DIV/0!	
Project C				#DIV/0!	
Project D				#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.68.5

COMMENT ON THE PERFORMANCE OF SPORT AND RECREATION OVERALL:

Currently the municipality works closely with the Department of Sports, Arts and Culture so as to effectively develop sports in our area. The municipality is equipped with 6 formal stadiums and about 2 informal stadiums per town. Soccer is the dominating sport in the area with netball growing rapidly.

T3.68.6

COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

This component includes: corporate policy offices, financial services, human resource services, ICT services, property services.

INTRODUCTION TO CORPORATE POLICY OFFICES, Etc

The municipality does have policies in place and they are approved. These policies are reviewed annually.

T3.69.0

3.69 EXECUTIVE AND COUNCIL

This component includes: Executive office (mayor; councilors; and municipal manager).

INTRODUCTION TO EXECUTIVE AND COUNCIL

The top three service delivery priorities are lack of basic services, lack of land ownership and lack of recreational facilities. The council adopted a policy to allow individuals to buy land from the municipality. The lack of skills in the municipality results in difficulties in providing basic services.eg we struggle with luring skilled electricians to our area. The municipality is communicating with the Department of Sports, Arts and Culture and Sport for Change so as to improve the sports and recreational facilities.

T3.69.1

SERVICE STATISTICS FOR THE EXECUTIVE AND COUNCIL

Basic service delivery and land reform is an ongoing priority for the council.

T3.69.2

Employees: The Executive and Council					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3					#DIV/0!
4 - 6					#DIV/0!
7 - 9	2	2	2	2	100%
10 - 12	2	2	2	2	100%
13 - 15	3	3	3	3	100%
16 - 18	10	10	10	10	100%
19 - 20					#DIV/0!
Total	17	17	17	17	100%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* *T3.69.4*

Financial Performance Year 1: The Executive and Council R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue		2100	2100	1004	-109%
Expenditure:					
Employees		1172	1150	982	-19%
Repairs and Maintenance		64	47	45	-42%
Other		6923	7454	7258	5%
Total Operational Expenditure		8159	8651	8285	2%
Net Operational Expenditure		6059	6551	7281	17%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.69.5

Capital Expenditure Year 1: The Executive and Council R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0	
Project A	0	0	0	0	0
Project B	0	0	0	0	0
Project C	0	0	0	0	0
Project D	0	0	0	0	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.69.6

COMMENT ON THE PERFORMANCE OF THE EXECUTIVE AND COUNCIL:

Delete Directive note once comment's completed – Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 1 and/or previous year actuals, or expected future variations).

T3.69.7

3.70 FINANCIAL SERVICES

INTRODUCTION FINANCIAL SERVICES

Delete Directive note once comment is complete – Provide brief introductory comments. Set out priorities and the impact you have had on them during the year. Explain the measures taken to improve performance and the major efficiencies achieved by financial service during the year.

T3.70.1

Debt Recovery

R' 000

Details of the types of account raised and recovered	Year 0		Year 1			Year 2		
	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %	Billed in Year	Actual for accounts billed in year	Proportion of accounts value billed that were collected %	Billed in Year	Estmated outturn for accounts billed in year	Estimated Proportion of accounts billed that were collected %
Property Rates								
Electricity - B								
Electricity - C								
Water - B								
Water - C								
Sanitation								
Refuse								
Other								

B- Basic; C= Consumption. See chapter 6 for the Auditor General's rating of the quality of the financial Accounts and the systems behind them. T3.70.2

Concerning T3.70.2

Delete Directive note once table is complete – The proportion of account value billed is calculated by taking the total value of the year's revenues collected against the bills raised in the year by the year's billed revenues.

T3.70.2.1

Employees: Financial Services					
Job Level	Year 0	Year 1			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	32	22	10	31%
7 - 9	0	15	9	6	40%
10 - 12	0	6	4	2	33%
13 - 15	0	3	1	2	67%
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	56	36	20	36%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.70.4

Financial Performance Year 1: Financial Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue		23912	24545	36646	35%
Expenditure:					
Employees		6735	6700	5712	-18%
Repairs and Maintenance		50	50	823	94%
Other		1898	2447	48943	96%
Total Operational Expenditure		8683	9197	55478	84%
Net Operational Expenditure		-15229	-15348	18832	181%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.70.5

Capital Expenditure Year 1: Financial Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0	
Project A	0	0	0	0	0
Project B	0	0	0	0	0
Project C	0	0	0	0	0
Project D	0	0	0	0	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.70.6

COMMENT ON THE PERFORMANCE OF FINANCIAL SERVICES OVERALL:

Delete Directive note once comment's completed – Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 1 and/or previous year actuals, or expected future variations).

T3.70.7

3.71 HUMAN RESOURCE SERVICES

INTRODUCTION TO HUMAN RESOURCE SERVICES
Delete Directive note once comment is complete – Provide brief introductory comments. Set out priorities and the impact you have had on them during the year. Explain the measures taken to improve performance and the major efficiencies achieved by HR service during the year.
T3.71.1

SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES
T3.71.2

Employees: Human Resource Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	17	13	4	24%
4 - 6	0	38	26	12	32%
7 - 9	0	10	7	3	30%
10 - 12	0	12	8	4	33%
13 - 15	0	7	5	2	29%
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	0	84	59	25	30%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.71.4

Financial Performance Year 1: Human Resource Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue		21	9	193	89%
Expenditure:					
Employees		4094	6171	5741	29%
Repairs and Maintenance		18	18	13	-38%
Other		4503	4266	4608	2%
Total Operational Expenditure		8615	10455	10362	17%
Net Operational Expenditure		8594	10446	10169	15%

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T3.71.5

Capital Expenditure Year 1: Human Resource Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	#DIV/0!	
Project A				#DIV/0!	
Project B				#DIV/0!	
Project C				#DIV/0!	
Project D				#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.71.6

COMMENT ON THE PERFORMANCE OF HUMAN RESOURCE SERVICES OVERALL:

Delete Directive note once comment's completed – Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 1 and/or previous year actuals, or expected future variations).

T3.71.7

3.72 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

This component includes: Information and Communication Technology (ICT) services.

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES
ICT resides under corporate services and will be documented there.
T3.72.1

SERVICE STATISTICS FOR ICT SERVICES
T3.72.2

Employees: ICT Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	#DIV/0!
4 - 6	0	0	0	0	#DIV/0!
7 - 9	1	1	1	1	100%
10 - 12	1	6	1	6	100%
13 - 15	0	0	0	0	#DIV/0!
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	2	7	2	7	100%

*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.72.4

Financial Performance Year 1: ICT Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	**The IT Services of the municipality forms part of the Corporate Services, therefore the Financial performance will be included in Corporate Services.**				
Expenditure:					
Employees					
Repairs and Maintenance					
Other					
Total Operational Expenditure					
Net Operational Expenditure					

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.72.5

Capital Expenditure Year 1: ICT Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0	
Project A	0	0	0	0	
Project B	0	0	0	0	
Project C	0	0	0	0	
Project D	0	0	0	0	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.72.6

COMMENT ON THE PERFORMANCE OF ICT SERVICES OVERALL:

This has been documented under Human Resources

T3.72.7

3.73 PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

This component includes: property; legal; risk management and procurement services.

INTRODUCTION TO PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

The municipality has seen the need for Risk Management. The post will be budgeted for in the new financial year. The municipality has launched a risk management initiative in cooperation with Treasury. The entire top and middle management was involved in this process.

T3.73.1

SERVICE STATISTICS FOR PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

This division in the municipality will be up and running in the 2013/14 financial year.

T3.73.2

Chapter 3

Employees: Property; Legal; Risk Management; and Procurement Services					
Job Level	Year 0	Year 1			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	These employees are documented under Corporate Services				#DIV/0!
4 - 6					#DIV/0!
7 - 9					#DIV/0!
10 - 12					#DIV/0!
13 - 15					#DIV/0!
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total	0	0	0	0	#DIV/0!
*Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.* T3.73.4					

Financial Performance Year 1: Property; Legal; Risk Management; and Procurement Services R'000					
Details	Year 0	Year 1			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue					
Expenditure:					
Employees					
Repairs and Maintenance					
Other					
Total Operational Expenditure					
Net Operational Expenditure	**This information is captured under Corporate Services**				
Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T3.73.5					

Capital Expenditure Year 1: Property; Legal; Risk Management; and Procurement Services R' 000					
Capital Projects	Year 1				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0%	0
	0	0	0	0%	0
Project A	0	0	0	0%	0
Project B	0	0	0	0%	0
Project C	0	0	0	0%	0
Project D	0	0	0	0%	0
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T3.73.6

COMMENT ON THE PERFORMANCE OF PROPERTY SERVICES OVERALL:

N/A

T3.73.7

COMPONENT J: MISCELLANEOUS

This component includes: the provision of Airports, Abattoirs, and Forestry as municipal enterprises.

INTRODUCTION TO MISCELLANEOUS

N/A

T3.74.0

COMPONENT K: ORGANISATIONAL PERFOMANCE SCORECARD

This component includes: Annual Performance Scorecard Report for the current year.

This section includes: water; waste water (sanitation); electricity; waste management; and housing services.s.

Department: Municipal Services / Cleansing and Solid Waste										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Cleansing and solid waste										
Waste Management -> Solid Waste	KPI.44 - Refuse removal (Collections)	% of refuse removal complaints received and attended to	Process	100%	100% of all complaints attended to	30/06/2013	No complaints received	No complaints received		POE: MUNICIPAL SERVICES OFFICE - MR. NENGOME MUNICIPAL SERVICES OFFICE - MR. NENGOME
Waste Management -> Solid Waste	KPI.46 - Waste management	Develop further dumping site - Conducting an Environmental Impact Assessment (EIA)	Process		1 x Report on EIA	31/03/2013	Did not take place for the Year under review		Unable to complete	POE: Municipal Services - Mr Erasmus
Waste Management -> Solid Waste	KPI.45 - Sewerage collection	% of sewerage waste collections complaints received and attended to	Output	Number of refuse removal complaints received and attended to.	100% of all complaints attended to	30/06/2013	100% of all complaints attended to	All Complaints attended to Vehicles shortage	Fleet is a concern which is planned in the adjustment budget Feasibility study for sewerage networks	POE: MUNICIPAL SERVICES OFFICE - MR. NENGOME POE: Municipal Services - Mr Erasmus Source Documents of all complain

Department: Municipal Services / Cleansing and Solid Waste										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
										ts available to be inspected MUNICIPAL SERVICES OFFICE - MR. NENGOME

Department: Municipal Services / Electricity Services										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Electricity										
Electricity -> Electricity Distribution	KPI.49 - Infrastructure planning	Development of an Infrastructure strategy in line with the requirements and needs of the IDP.	Input	1 x Strategy	1 x Infrastructure Strategy	30/06/2013	Energy Plan - Tabled and approved by council 26 June 2013	Plan include Strategy		None Energy Plan - POE: Technical Services
Electricity -> Electricity Distribution	KPI.50 - Infrastructure planning	Development of Infrastructure plan in line with the requirements and needs of the infrastructure strategy	Input	1 x Infrastructure Plan	1 x Infrastructure Plan	30/06/2013		Plan include Strategy		Energy Plan - POE: Technical Services
Electricity -> Electricity Distribution	KPI.47 - Distribution of electricity	% Electricity Losses	Output	National Norm = 10%	4 x Quarterly report	30/06/2013	-3.29 for this Qtr 4 Yearly average 7.16%	Q1 Not able to reach target. Q2 Good improvement from previous Quarter Q3 Better than the norm	Ensure that billing system is 100% accurate as calculation is relied upon	POE: Eskom accounts matched with billing system - Municipal services POE : Director Municipal Services

Department: Municipal Services / Electricity Services										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Electricity -> Electricity Distribution	KPI.48 - Execution of capital projects within Maintenance budget	Monthly Project Status reports.	Output	12 x Monthly Project Status reports. reports	12 x reports	30/06/2013	12 x reports compiled	MIG reports submitted as per requirement 56.8% on MIG Expenditure 3 monthly reports as required	Ensure that fax receipts is kept on POE file for proof of submission Cash Flow shortage, thus no expenditure could be incurred	Fax Reports - POE Municipal Services POE : Director Municipal Services

Department: Municipal Services / Municipal Services										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Financial administrative control of departmental budget										
Finance & Admin -> Finance	KPI.51 - Compile, monitor and control departmental budget	% deviation of actual expenditure vs. budget (operational)	Input	5 % within budget	5 % within budget	30/06/2013	To be Completed after Finalisation of AFS	Q1 not within 5% Q2 Cash flow was limited Q4 Over expenditure on Budget	Misalignment on financial system - relook on cash flow	Financial system generate reports POE: Municipal Service Rechec

Department: Municipal Services / Municipal Services										
Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
										k Figures at Finance
Finance & Admin -> Finance	KPI.52 - Compile, monitor and control departmental budget	% deviation of actual Capital expenditure vs. budget (Capital)	Input	5 % within budget	5 % within budget	30/06/2013	To be Completed after Finalisation of AFS		Variance reports from finance inaccurate	Financial system generate reports - indicating 0% POE: Municipal Services
Finance & Admin -> Finance	KPI.53 - Control IDP projects (capital) assigned to department	% compliance with project goals, timeframes & guidelines	Process	Quarterly Status report	4 x Quarterly reports	30/06/2013	The IDP projects is measured in the table below	Q3 MIG reported	Report on all (FUNDED) projects as in the IDP (Incl MIG projects)	POE: Municipal Service MIG Reports - POE Technical Services

Department: Municipal Services / Water and Sewerage Services										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Sewerage										
Waste Water Management -> Sewerage	KPI.56 - Sewerage Quality	Green drop status	Output	? % status to be confirmed	% status to be confirmed	30/06/2013	Status was not given to Municipality	Q1 Monthly performance placed on system - only annual results Q3 No % on status available yet		POE: Supervisor - Water & Sewerage
Water										
Water -> Water Storage	KPI.57 - Attend to leaks, bursts and queries	% of requests attended to	Process	100% of requests attended to.	95% of requests attended to	30/06/2013	100% of requests attended to	Q2 All Requests completed Q3 All requests attended to Q4 Daily inspections done		POE: Supervisor - Water & Sewerage - Job cards & daily Call out diary POE: Manager Water & Sewerage POE: Municipal Services POE: Water & Sewerage

Department: Municipal Services / Water and Sewerage Services										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Water -> Water Storage	KPI.58 - Water Services Development Plan (WSDP)	Annual review and implementation of WSDP	Process	1 x WSDP developed	1 x WSDP developed	30/06/2013	1 x WSDP developed	Q3 N/A - to be measured in Q4 Q4 Completed		POE: Water & Sewerage

Department: Office of the Municipal Manager / Disaster Management										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Disaster Management										
Other -> Other	KPI.67 - Administer disaster management plan	Development of a Disaster Emergency Plan	Output	1 x Disaster Emergency plan	1 x disaster emergency plan developed to be developed by the Siyanda District Municipality.	30-Jun-13	In cooperation with the District Municipality			

Chapter 3

1.1 ROAD TRANSPORT

This section includes: roads; transport; and waste water (storm water drainage).

Department: Municipal Services / Road, Parks										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Roads										
Road Transport -> Roads	KPI.54 - Upgrading of Roads	KMS of road resealed	Output	1.5km per quarter	6 km	30/06/2013	Appropriate stats was not available	Official suspended Unable to conduct measurement as official has been suspended		
Road Transport -> Roads	KPI.55 - Upgrading of Roads	KMS of Gravel roads rehabilitated	Output	250 KMS per Quarter	1000 kms	30/06/2013	Appropriate stats was not available	Q1 per plan Q3 Official suspended Q4 Unable to conduct measurement as official has been suspended		POE: Supervisor Roads/storm water/parks/cemeteries

1.2 PLANNING AND DEVELOPMENT

This section includes: planning; and local economic development

Department: Planning and Development / Community Development										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Environmental Conservation										
Planning and development -> Planning	KPI.19 - Environmental Conservation	Compilation of Environmental Conservation Strategy	Input	1 x strategy on environmental conservation March 2012	31-Mar-13	31-Mar-13	Post Vacant - no info Available			
Health -> Other	KPI.20 - Environmental Conservation	Development of a renewable energy strategy	Input	Development of a renewable energy strategy: 31 March 2011	31-Mar-13	31-Mar-13	Post Vacant - no info Available			
Health -> Other	KPI.21 - Environmental Conservation	Compile an Environmental Plan	Input	Compile an environmental plan : June 2012	30-Jun-13	30-Jun-13	Post Vacant - no info Available			
Community & Social Services -> Other Community	KPI.22 - Environmental Conservation	Compilation of a next financial years plan on environmental conservation initiatives (Recycling, Bio Diversity, renewable energy)	Input	1x Plan on environmental conservation initiatives: June 2012	30-Jun-13	30-Jun-13	Post Vacant - no info Available			

Department: Planning and Development / Community Development										
Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
		implemented								
Tourism										
Other -> Tourism	KPI.26 - Tourism Strategy	Review of Tourism strategy	Input	1 x Draft Strategy	31-Mar-13	31-Mar-13	Post Vacant - no info Available			
Youth Development										
Planning and development -> Planning	KPI.27 - Development of youth	Develop a Youth Development Strategy	Process	Development of a youth development strategy	31/03/2013	31/03/2013	Post Vacant - no info Available	Q4 Function not operational		
Local Economic Development (LED)										
Planning and development -> Planning	KPI.25 - LED Plan	KPI.25 - LED Plan	Output	Approval minutes	30/09/2013	30/09/2013	LED Strategy Approved on 16 August 2012	Q1 Approval completed head of time Q2 Strategy		

Department: Planning and Development / Community Development

Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
								Approved by Council - (in Q 2 - 5 December 2012)		
Planning and development -> Planning	KPI.23 - Business development	Number of job opportunities created	Output		+ - 200 Temp workers	30 June 2013	Awaiting information			Info from Technical Department
Planning and development -> Planning	KPI.24 - Ensure effective Planning and Project management	Compile Spatial Development Framework	Output	1 x Draft framework	30/09/2013	30/09/2013	SDF Completed - Adopted - 2 October 2012	Q2 SDF Completed		

Department: Planning and Development / Planning and Development

Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
National KPI's										
Other -> Other	KPI.30 - (NKPI -4) The number of jobs created through the municipality's local economic development initiatives including capital projects.	Job creation statistics	Input			30-Jun-13	Part of National KPI Table Above			
Financial administrative control of departmental budget										
Finance & Admin ->	KPI.28 - Compile, monitor and control departmental	% deviation of actual expenditur	Input	5% within budget		30-Jun-13	To be Completed after			

Department: Planning and Development / Planning and Development										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Finance	budget	e vs. budget					Finalisation of AFS			
Finance & Admin -> Finance	KPI.29 - Control IDP projects (capital) assigned to department	% compliance with project goals, timeframes & guidelines	Process	Quarterly status reports		30-Jun-13	To be Completed after Finalisation of AFS			

Department: Planning and Development / Project and Building Control										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Human Settlements										
Other -> Other	KPI.33 - Housing unit	Compile a housing development strategy	Input	1 x housing development strategy	30/06/2013	30/06/2013	None		Awaiting evidence	
Housing -> Housing	KPI.31 - Accreditation	Valid accreditation as housing delivery agent	Process	Accreditation certificate	30/06/2013	30/06/2013	No Accreditation given			
Other -> Other	KPI.32 - Accreditation	Purchase land through the Department of Rural Development and Land Reform	Process	Purchase land through the Department of Rural Development and Land Reform	30/06/2013	30/06/2013	No Accreditation given		Remove indicator	
Land use planning										

Planning and developm ent -> Planning	KPI.34 - Planning and Strategies	Develop a Spatial Developm ent Framewor k and plan	Output	1 x SDF	31 Septemb er 2012	30/09/20 12	SDF Complete d - Adopted - 2 October 2012	Q2 Approved October 2012		POE: Land Use Plannin g

1.3 COMMUNITY & SOCIAL SERVICES

This component includes: libraries and archives; community halls; cemeteries and crematoria

Indicators for this area form part of the Departmental SDBIP and not the Top Layer SDBIP

1.4 CORPORATE POLICY OFFICES AND OTHER SERVICES

This component includes: corporate policy offices, financial services, human resource services, ICT services, property services.

Department: Corporate Services / Corporate Services										
GFS Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Policy Guidance on institutional and administrative matters										
Finance & Admin -> Other Admin	KPI.37 - Policy Guidance	Centralised policy repository	Process	Policy Register & Monthly report / Council resolution on new / amended policies	Updated policy on register on new and amended policies	30/06/2013	All policies kept on file - No electronic Data repository Implemented yet due to Cost constraints	Register of all policies kept on file - with Council Approval Dates		POE: Beleide 1 - Mr Swart. POE Corp Services
Financial administrative control of departmental budget										
Finance & Admin -> Finance	KPI.35 - Control IDP projects (capital) assigned to department	Project status	Process		4 x report	30-Jun-13	The IDP projects is measured in the table below			
Finance & Admin -> Finance	KPI.36 - Monitor and control departmental	% deviation of actual	Output		5% within budget	30-Jun-13	To be Completed after			

Department: Corporate Services / Corporate Services

GFS Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
	budget	expenditure vs. budget			.		Finalisation of AFS			

Department: Corporate Services / Human Resources and Support Services

Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
Human Resources										
Finance & Admin -> Human Resources	KPI.38 - Human Resource Administration	Submission of EE reports to the Department of Labour	Process	EE reports submitted electronically 31 January 2013	EE reports submitted electronically 31 January 2013	31/01/2013	EE Reports has been submitted on 31 December 2012			POE - Corp Services-EE Report Online Submission
Finance & Admin -> Human Resources	KPI.39 - Training and Development	Timeous submission of skills development plan to the Department of Labour (WSP)	Process	Submit WSP 30 June 2012	1 x WSP submitted	30/06/2013	Submitted 28 June 2013			POE: Corp Services
Support Services										
Finance & Admin -> Human Resourc	KPI.42 - Information Technology	Compilation and approval of Overall IT policy	Input		1 x IT policy	30/06/2013	This Overall IT Policy has not been Compiled	The IT section has been re-designed, and the		

Department: Corporate Services / Human Resources and Support Services

Functio n	Indicator	Measure	Type of Indicat or	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performa nce Status	Remed ial action taken	Evidenc e File Referen ce
es										
Finance & Admin -> Human Resourc es	KPI.40 - Call centre	Number of calls logged vs. Number of calls attended to	Output	Calls logged and attended to: Monthly report	12 x monthly reports	30/06/20 13	The call centre has been in operation, but the stats were not in a format to report appropriat ely	The IT section has been re-designed, and the		Awaiting Evidence
Finance & Admin -> Human Resourc es	KPI.41 - Call centre	Calls logged after hours attended too	Output	Monthly reports on after hours calls logged	12 x monthly reports	30/06/20 13	The call centre has been in operation, but the stats were not in a format to report appropriat ely	The IT section has been re-designed, and the		Awaiting Evidence

Department: Financial Services / Budget and Reporting Services

Functio n	Indicator	Measure	Type of Indicat or	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performan ce Status	Remedi al action taken	Evidence File Referenc e
Budget and Reporti ng										
Finance & Admin -> Finance	KPI.01 - Compilati on of Annual Financial Statemen ts	Timeous preparatio n and submissio n of Annual Financial Statement s to	Output	Annual Financial Stateme nt prepare d	1 x Annual Financial Statemen ts	30/06/20 12	The AFS were not submitted on time	The AFS was not submitted by the due Date	the AFS of 2012/1 3 has been compile d as draft	POE: Finance Mr Husselm an

Department: Financial Services / Budget and Reporting Services										
Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
		Auditor-General								
Finance & Admin -> Finance	KPI.03 - Compilation of financial reports	Timeous submission of Mid-Year report to Council. National & Provincial Treasury as per MFMA requirement	Output		1 Mid Yr Report	31/01/2013	29 January 2013 - Approved	Mid-Year Report Completed by due date		29 January 2013 - Council Meeting
Finance & Admin -> Finance	KPI.04 - Preparation of budgets	Timeously approval of annual budget as per required timeframe of MFMA	Output	1 x Approved budget		31/05/2013	Budget Approved on 26/06/2013			27 March Council Meeting Council Minutes of the 26 June 2013
Finance & Admin -> Finance	KPI.02 - Compilation of financial reports	Submission of annual reports prescribed by the MFMA by 31 January (each year)	Output	Annual reports submitted	Annual reports submitted	31/01/2013	The Annual report has been tabled to council as per MFMA requirement - 27/03/2013			27 March 2013 – Approval

Department: Financial Services / Expenditure Services										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Finance & fAdmin -> Finance	KPI.05 - Asset Management	Compile asset register in compliance with GRAP standards (ARP)	Output	Asset register compiled	1 x Asset register	31/08/2012	Infrastructure updated, but moveable assets not up to date	Infrastructure updated, but moveable assets not up to date		Accountant Asset Management

Department: Financial Services / Financial Services										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
National KPI's										
Other -> Other	KPI.08 - (NKPI - 1)The percentage of households with access to basic level of service w.r.t : Water Sanitation Electricity Solid Waste (NKPI -1 (amended) The number of households with access 1) Water 2) Sanitation 3) Electricity 3) Solid Waste"	No of households	Output	TBC	TBC	30/06/2013	Part of National KPI Table Above			
Financial administrative control of departmental budget										
Finance & Admin -> Finance	KPI.06 - Develop, monitor and control directorate's budget	Actual operational expenditure as a % of	Input	Actual operational expenditure as a	100% of Approved budget	30/06/2013	To be Completed after Finalisation of			

		approved expenditure		% of approved expenditure			AFS			
Finance & Admin -> Finance	KPI.07 - Develop, monitor and control directorate's budget	Actual operational revenue as a % of approved revenue	Input	85%	85%	30/06/2013	To be Completed after Finalisation of AFS			
National KPI's										
Finance & Admin -> Human Resources	KPI.09 - (NKPI - 5)The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan.	The number of people from employment equity target groups employed in the three highest levels of management	Output	TBC	TBC	30/06/2013	Part of National KPI Table Above			
Finance & Admin -> Human Resources	KPI.12 - (NKPI -6) The percentage of a municipality's budget actually spent on implementing its workplace skills plan.	The percentage of a municipality's budget actually spent	Output	TBC	TBC	30/06/2013	Part of National KPI Table Above			
Finance & Admin -> Other Admin	KPI.10 - (NKPI -2) Percentage of households earning less than (2x old age Grant) per month with imputed expenditure with access to all free basic services	Percentage of households	Output	TBC	TBC	30/06/2013	Part of National KPI Table Above	Report available		POE: Finance
Finance & Admin -> Finance	KPI.11 - (NKPI -3) The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's	The percentage of a municipality's capital budget actually spent on capital projects	Input	TBC	TBC	30/06/2013	Part of National KPI Table Above			

	IDP.									
Finance & Admin -> Finance	KPI.13 - (NKPI-7a)Financial viability as expressed by ratios: DEBT COVERAGE	Financial viability as expressed by ratios	Output	TBC	TBC	30/06/2013	Part of National KPI Table Above			
Finance & Admin -> Finance	KPI.14 - (NKPI-7b)Financial viability as expressed by ratios: OUTSTANDING SERVICE DEBTORS TO REVENUE	Financial viability as expressed by ratios	Output	TBC	TBC	30/06/2013	Part of National KPI Table Above			
Finance & Admin -> Finance	KPI.15 - (NKPI- 7c) Financial viability as expressed by ratios: COST COVERAGE	Financial viability as expressed by ratios	Output	TBC	TBC	30/06/2013	Part of National KPI Table Above			

Department: Financial Services / Revenue Services

Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
Revenue										
Finance & Admin -> Finance	KPI.16 - Debtors Administration	% outstanding of outstanding debtors recovered over 90 days.	Process	5% of outstanding debtors recovered	25% of outstanding debtors recovered	30/06/2013	25% of outstanding debtors recovered			None

Finance & Admin -> Finance	KPI.18 - Income security	Number of water meters read as a % of total water meters	Process	90% of total water meters read	90% of total water meters read	30/06/2013	Did not reach targeted % Average over the year = +- 65%	Did not reach targeted %	In process of capturing all meters - ensure that an Audit is done on meters not read Capacity Shortage to do readings	POE: Finance PF reports Manager Revenue services POE
Finance & Admin -> Finance	KPI.18 - Income security	Number of electricity meters read as a % of total electricity meters	Process	90% of total electricity meters	90% of total electricity meters	30/06/2013	Did not reach targeted % Average over the year = +- 50%	Did not reach targeted %	Access to meters and data cleansing exercises required Capacity Shortage to do readings	POE: Finance Accountant Income Manager Revenue services POE

Department: Office of the Municipal Manager / Performance Management										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Performance Management related matters										
Finance & Admin -> Human Resources	KPI.72 - Performance Management	Compile Internal Performance Management article on Performance Management	Output	x1 Performance Management Article	x1 Performance Management Article	20/06/2013	No Article was compiled	Q1 No Dedicated PM Official Q2 No PM Committee in place Q3 N/A for this Q	Up Skill person in charge of PMS Council should ensure that committee is functional.	None
Finance & Admin -> Human Resources	KPI.73 - Performance Management	Concluding of performance management (Section 57) and those reporting to the accounting officer within one month of the financial year.	Output	Signed performance agreements	Signed performance agreements	31/07/2013	Delays in the signing of performance agreements	Q1 Delay in signing of Performance agreements Q2 N/a for this Q Q3 N/A for this Quarter	Plan ahead of time and schedule	

Department: Office of the Municipal Manager / Office of the Municipal Manager										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Corporate Financial Management Control and Governance										
Finance & Admin -> Finance	KPI.59 - Compile, monitor and control Municipal budget	% deviation of actual expenditure vs. budget	Input	5 % within budget	5 % within budget	30/06/2013	To be Completed after Finalisation of AFS	within acceptable range	Accuracy of info is questionable	POE: Finance Mr Husselman Awaiting Evidence from Finance Dept.
Finance & Admin -> Finance	KPI.60 - Municipal performance	Reduce audit qualifications with a view to achieve an Unqualified Audit Report for 2011/12	Output	100% of all Audit Recovery plan indicators	100% of all Audit Recovery plan indicators	30-Jun-13				
Corporate Performance Management related matters										
Finance & Admin -> Finance	KPI.61 - Approval of Statutory Documents	Approved Budget	Output	1 x Budget approved	30-Jun-12	30-Jun-13	1 x Budget approved			
Executive & Council -> Executive	KPI.65 - Manage performance management process	Approved SDBIP (2012/13)	Output	SDBIP approved		30-Jun-13	SDBIP approved			
Finance & Admin -> Other Admin	KPI.63 - Approval of Statutory Documents	Completed Annual Report	Output	1 x Annual Report	31/12/2011	31/12/2012				

Planning and development -> Planning	KPI.64 - Approval of Statutory Documents	IDP document	Output	1 x Reviewed IDP	31 June 2012	30-Jun-13	1 x Reviewed IDP			
Finance & Admin -> Finance	KPI.62 - Approval of Statutory Documents	Adjustment Budget	Output	1 x Adjustment budget approved		28-Jan-13	1 x Adjustment budget approved			
Municipal HR Establishment										
Finance & Admin -> Human Resources	KPI.66 - Human Resource establishment	Final approval of organisation design	Output	1 x organisation design approved	30/12/2012	30/12/2012		Q4 N/A		

Department: Office of the Municipal Manager / Internal Audit

Function	Indicator	Measure	Type of Indicator	Baseline	Annual Target	Target Date	Annual Actual	Reason for Performance Status	Remedial action taken	Evidence File Reference
Internal Audit										
Finance & Admin -> Finance	KPI.71 - Internal Audit Plan	Three year rolling Audit Plan	Output	Three year rolling Audit Plan	1 x Audit plan	31/08/2012	The internal Audit Function was not carried out as required as the post was vacant	No Internal Audit Function		
Finance & Admin -> Finance	KPI.68 - Audit Committee	Number of scheduled Audit committee meetings	Output	Number of scheduled Audit committee meetings	x1 meeting per Quarter	30/06/2013	No Audit committee meetings held	No Internal Audit Function		

Department: Office of the Municipal Manager / Internal Audit										
Function	**Indicator**	**Measure**	**Type of Indicator**	**Baseline**	**Annual Target**	**Target Date**	**Annual Actual**	**Reason for Performance Status**	**Remedial action taken**	**Evidence File Reference**
Finance & Admin -> Finance	KPI.69 - Establish Audit Committee	Established Audit Committee	Output	Established Audit Committee	Established Audit Committee	30/09/2012	No Committee established	No Internal Audit Function		
Finance & Admin -> Finance	KPI.70 - Internal Audit Plan	Approved Internal Audit Plan	Output	Approved Internal Audit Plan	x1 plan	31/08/2012	None	No internal Auditor - Post Vacant		

Department: Office of the Municipal Manager / Risk Management										
Function	**Indicator**	**Measure**	**Type of**	**Baseline**	**Annual**	**Target Date**		**Reason for**	**Remedial action**	**Evidence File**
			Indicator		**Target**			**Performance Status**	**taken**	**Reference**
Risk Management										
Finance & Admin -> Other Admin	KPI.74 - Risk Management	Annual Risk assessment performed	Output	Annual Risk assessment performed	1 x per annum	30/06/2013	None	Position Vacant		

Chapter 3

Chapter 4

CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE

(PERFORMANCE REPORT PART II)

INTRODUCTION

The Organizational Structure provides for four Directorates that had a total number of 247 employees during the year. Not all critical funded vacancies were filled. There were 42 cases of injury on duty reported. Only two employees were suspended for alleged misconduct. No employees were charged with financial mismanagement. No performance rewards paid. The municipality spent R390 000 on Skills Development to improve the skills of the employees during the year. Management retained a healthy relationship with employees by meeting on a monthly basis with the two recognized labour unions on the Local Labour Forum.

T4.0.1

Chapter 4

COMPONENT A: INTRODUCTION TO THE MUNICIPAL PERSONNEL

4.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Employees					
Description	Year 0	Year 1			
	Employees No.	Approved Posts No.	Employees No.	Vacancies No.	Vacancies %
Water	41	86	55	86	36
Waste Water (Sanitation)	17	24	17	24	29
Electricity	20	33	20	33	39
Waste Management	33	59	33	59	44
Housing	1	7	1	7	86
Waste Water (Stormwater Drainage)	42	78	45	78	42
Roads	7	13	7	13	46
Transport	0	0	0	0	0
Planning	0	0	0	0	0
Local Economic Development	0	0	0	0	0
Planning (Strategic & Regulatary)	3	23	6	23	74
Local Economic Development	1	1	1	1	0
Community & Social Services	6	7	5	7	29
Enviromental Proctection	0	0	0	0	0
Health	5	5	5	5	0
Security and Safety	7	7	5	7	29
Sport and Recreation	1	1	1	1	0
Corporate Policy Offices and Other	0	0	0	0	0
Totals	**184**	**344**	**201**	**344**	**42**
Headings follow the order of services as set out in chapter 3. Service totals should equate to those included in the Chapter 3 employee schedules. Employee and Approved Posts numbers are as at 30 June.					T4.1.1

Vacancy Rate: Year 1			
Designations	*Total Approved Posts No.	*Vacancies (Total time that vacancies exist using fulltime equivalents) No.	*Vacancies (as a proportion of total posts in each category) %
Municipal Manager	1	0	0.00
CFO	1	0	0.00
Other S57 Managers (excluding Finance Posts)	3	3	100.00
Other S57 Managers (Finance posts)	0	0	0.00
Police officers	0	0	0.00
Fire fighters	0	0	0.00
Senior management: Levels 13-15 (excluding Finance Posts)	5	3	60.00
Senior management: Levels 13-15 (Finance posts)	3	2	66.67
Highly skilled supervision: levels 9-12 (excluding Finance posts)	4	2	50.00
Highly skilled supervision: levels 9-12 (Finance posts)	7	4	57.14
Total	**24**	**14**	58.33

*Note: *For posts which are established and funded in the approved budget or adjustments budget (where changes in employee provision have been made). Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.*

T4.1.2

Turn-over Rate			
Details	Total Appointments as of beginning of Financial Year No.	Terminations during the Financial Year No.	Turn-over Rate*
2010/11	246	7	2.85%
2011/12	247	23	9.31%
2012/13	247	13	5.26%

** Divide the number of employees who have left the organisation within a year, by total number of employees who occupied posts at the beginning of the year*

T4.1.3

COMMENT ON VACANCIES AND TURNOVER:

Delete Directive note once comment is complete - Detail the attempts made to fill the posts of senior management and highly skilled supervision and explain why there are no appropriate internal staff to fill the vacancies. Explain how long, at a minimum, the section 57 vacancies (including MM and CFO) have remained unfilled and the reasons for this. Give reasons for the turnover rate experienced by your municipality.

T4.1.4

COMPONENT B: MANAGING THE MUNICIPAL WORKFORCE

INTRODUCTION TO MUNICIPAL WORKFORCE MANAGEMENT

The municipality complied with all collective agreements and all core policies are in place. Monthly meetings of managers and supervisors took place to discuss workforce management issues. Local Labour Forum meetings took place on a quarterly basis where policies and agreements were discussed.

T4.2.0

4.2 POLICIES

HR Policies and Plans				
	Name of Policy	Completed %	Reviewed %	Date adopted by council or comment on failure to adopt
1	Affirmative Action			29-Jan-13
2	Attraction and Retention			Not Develped
3	Code of Conduct for employees			To be workshopped
4	Delegations, Authorisation & Responsibility			Not Develped
5	Disciplinary Code and Procedures	100	100	29-Jan-13
6	Essential Services			Not Develped
7	Employee Assistance / Wellness			Not Develped
8	Employment Equity	100	100	29-Jan-13
9	Exit Management			Not Develped
10	Grievance Procedures	70		
11	HIV/Aids			Not Develped
12	Human Resource and Development	80	80	
13	Information Technology	100	100	29-Jan-13
14	Job Evaluation			Not Develped
15	Leave	100	100	29-Jan-13
16	Occupational Health and Safety			
17	Official Housing			
18	Official Journeys	100	100	29-Jan-13
19	Official transport to attend Funerals			Not Develped
20	Official Working Hours and Overtime	60	60	
21	Organisational Rights	100	100	29-Jan-13
22	Payroll Deductions	100	100	29-Jan-13
23	Performance Management and Development	100	100	29-Jan-13
24	Recruitment, Selection and Appointments	100	100	29-Jan-13
25	Remuneration Scales and Allowances			Not Develped
26	Resettlement			Not Develped
27	Sexual Harassment			Not Develped
28	Skills Development	100	100	29-Jan-13
29	Smoking			Not Develped
30	Special Skills			Not Develped
31	Work Organisation			Not Develped
32	Uniforms and Protective Clothing			Not Develped
33	Other:			
Use name of local policies if different from above and at any other HR policies not listed.				T4.2.1

COMMENT ON WORKFORCE POLICY DEVELOPMENT:

Many Workforce Policies have been reviewed and were approved on 29 January 2013. Our policies are guided by legislation and the Collective Agreement on Conditions of Service.

T4.2.1.1

4.3 INJURIES, SICKNESS AND SUSPENSIONS

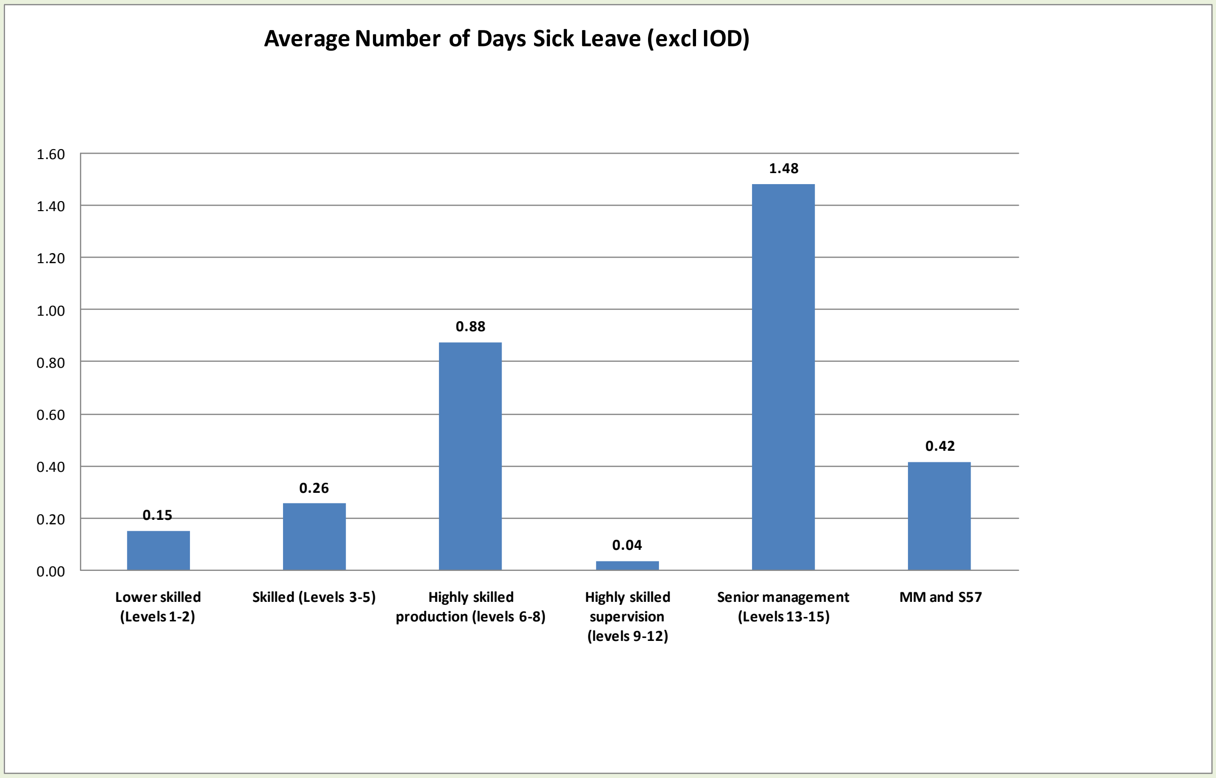
Number and Cost of Injuries on Duty					
Type of injury	Injury Leave Taken Days	Employees using injury leave No.	Proportion employees using sick leave %	Average Injury Leave per employee Days	Total Estimated Cost R'000
Required basic medical attention only	42	0	0.00%	0	0
Temporary total disablement	0	0	0.00%	0	
Permanent disablement	0	0	0.00%	0	
Fatal	0	0	0.00%	0	
Total	42	0	0.00%	8.4	0
					T4.3.1

Number of days and Cost of Sick Leave (excluding injuries on duty)						
Salary band	Total sick leave Days	Proportion of sick leave without medical certification %	Employees using sick leave No.	Total employees in post* No.	*Average sick leave per Employees Days	Estimated cost R' 000
Lower skilled (Levels 1-2)						
Skilled (Levels 3-5)						
Highly skilled production (levels 6-8)						
Highly skilled supervision (levels 9-12)						
Senior management (Levels 13-15)						
MM and S57						
Total	0	#DIV/0!	0	0		0

** - Number of employees in post at the beginning of the year*

**Average is calculated by taking sick leave in colunm 2 divided by total employees in colunm 5*

T4.3.2



T4.3.3

COMMENT ON INJURY AND SICK LEAVE:

Delete Directive note once comment's completed **–** Comment on injury and sick leave indicated in the above tables. Explain steps taken during the year to reduce injuries and follow-up action in relation to injury and sick leave (e.g. are injuries examined by the municipality's own doctor; are those taking long or regular periods of sick leave monitored by municipality's doctor; and are personal records maintained of the number of instances of sick leave and amount of time taken each year?)

T4.3.4

Number and Period of Suspensions				
Position	**Nature of Alleged Misconduct**	**Date of Suspension**	**Details of Disciplinary Action taken or Status of Case and Reasons why not Finalised**	**Date Finalised**
Superintendent	Rape	22.11.2012	Trial conducted/Not Finalised	16.08.2013
General Worker	Drunk on Duty	28.11.2012	Finalised	28.11.2012
General Worker	Fighting	14.07.2013	Not Finalised	31.08.2013
General Worker	Drunk on Duty	14.06.2013	Finalised	28.06.2013
General Worker	Drunk on Duty		Counselling	26.06.2013
General Worker	Drunk on Duty		Counselling	26.06.2013
Senior Clerk	Absent without leave		Finalised	19.07.2013
Security Officer	Drunk on Duty	22.02.2013	Finalised	26.07.2013
				T4.3.5

Disciplinary Action Taken on Cases of Financial Misconduct			
Position	**Nature of Alleged Misconduct and Rand value of any loss to the municipality**	**Disciplinary action taken**	**Date Finalised**
	No cases of Financial Misconduct		
			T4.3.6

COMMENT ON SUSPENSIONS AND CASES OF FINANCIAL MISCONDUCT:

During the 2012/2013 financial year there were no cases of Financial Misconduct.

T4.3.7

4.4 PERFORMANCE REWARDS

Performance Rewards By Gender					
Designations	**Beneficiary profile**				
	Gender	**Total number of employees in group**	**Number of beneficiaries**	**Expenditure on rewards Year 1 R' 000**	**Proportion of beneficiaries within group %**
Lower skilled (Levels 1-2)	Female	No performance rewards were paid during this financial year			
	Male				
Skilled (Levels 3-5)	Female				
	Male				
Highly skilled production (levels 6-8)	Female				
	Male				
Highly skilled supervision (levels 9-12)	Female				
	Male				
Senior management (Levels 13-15)	Female				
	Male				
MM and S57	Female				
	Male				
Total					
Has the statutory municipal calculator been used as part of the evaluation process ?					Yes/No

Note: MSA 2000 S51(d) requires that ... 'performance plans, on which rewards are based should be aligned with the IDP'... (IDP objectives and targets are set out in Chapter 3) and that Service Delivery and Budget Implementation Plans (developed under MFMA S69 and Circular 13) should be consistent with the higher level IDP targets and must be incorporated appropriately in personal performance agreements as the basis of performance rewards. Those with disability are shown in brackets '(x)' in the 'Number of beneficiaries' column as well as in the numbers at the right hand side of the column (as illustrated above).

T4.4.1

COMMENT ON PERFORMANCE REWARDS:

We have not paid performance rewards for the 2012/2013 financial year.

T4.4.1.1

COMPONENT C: CAPACITATING THE MUNICIPAL WORKFORCE

INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT

The main focus for the year was compliance with the Minimum Competency Regulations for Senior and Middle Managers within the finance department. We have also trained officials in the IDP process as well as Business Plan Compilation so as to better assist members of the community to compile business plans for their own businesses. Uplifting the community through uplifting the municipality being the ultimate goal of that specific process. We also trained lower level employees in Labour Relations as well as Occupational Health and Safety.

T4.5.0

4.5 SKILLS DEVELOPMENT AND TRAINING

Skills Matrix														
Management level	Gender	Employees in post as at 30 June Year 1	Number of skilled employees required and actual as at 30 June Year 1											
			Learnerships			Skills programmes & other short courses			Other forms of training			Total		
		No.	Actual: End of Year 0	Actual: End of Year 1	Target	Actual: End of Year 0	Actual: End of Year 1	Target	Actual: End of Year 0	Actual: End of Year 1	Target	Actual: End of Year 0	Actual: End of Year 1	Target
MM and s57	Female													
	Male	**1**	**0**			**0**	**0**	**0**		**1**	**2**		1	2
Councillors, senior officials and managers	Female	**17**	**0**			**17**	**17**	**18**		**3**	**3**		20	21
	Male	**36**	**0**			**36**	**36**	**37**		**4**	**4**		40	41
Technicians and associate professionals*	Female		**0**			**0**	**0**			2	2		2	2
	Male		**0**			**0**	**0**			8	9		8	9
Professionals	Female	**31**	**0**			**0**	**0**							
	Male	**20**	**0**			**0**	**0**							2
Sub total	Female	**48**	**0**			**0**	**0**	18		5	5		22	23
	Male	**57**	**0**			**0**	**0**	37		13	15		49	54
Total		105		0	0		0	55		18	20		71	77

*Registered with professional Associate Body e.g CA (SA)

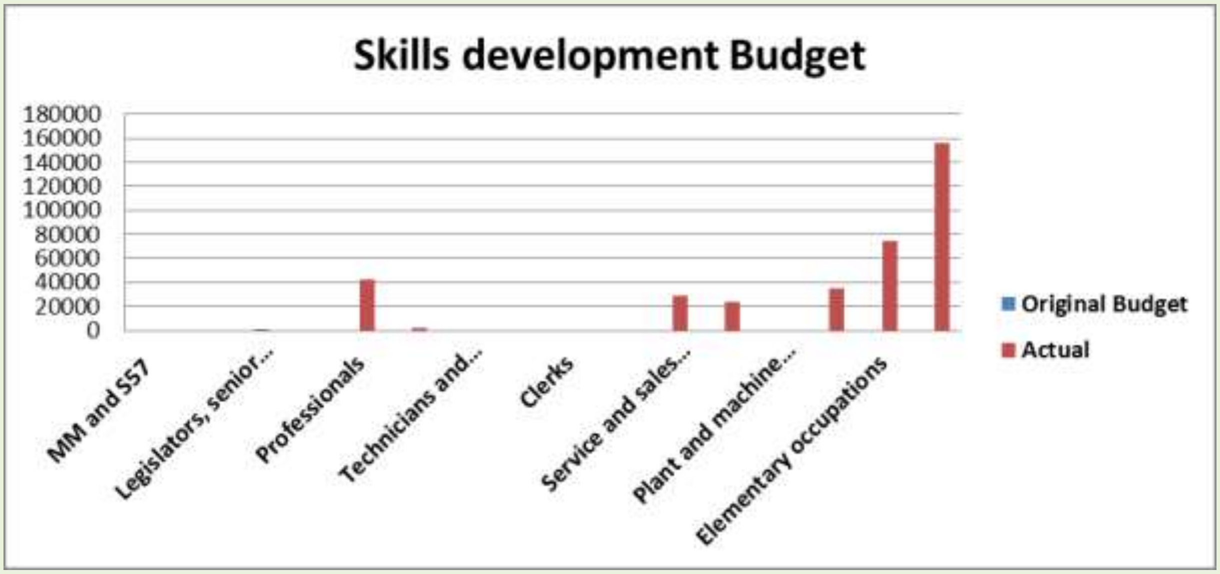
T4.5.1

Financial Competency Development: Progress Report*						
Description	A. Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B. Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c)	Consolidated: Total of A and B	Consolidated: Competency assessments completed for A and B (Regulation 14(4)(b) and (d))	Consolidated: Total number of officials whose performance agreements comply with Regulation 16 (Regulation 14(4)(f))	Consolidated: Total number of officials that meet prescribed competency levels (Regulation 14(4)(e))
Financial Officials						
Accounting officer	1	0	1	0	0	0
Chief financial officer	0	0	0	0	0	0
Senior managers	1	0	1	0	0	0
Any other financial officials	3	0	3	0	0	0
Supply Chain Management Officials						
Heads of supply chain management units	1	0	1	0	0	0
Supply chain management senior managers	0	0	0	1	1	1
TOTAL	6	0	6	1	1	1
** This is a statutory report under the National Treasury: Local Government: MFMA Competency Regulations (June 2007)*						T4.5.2

Skills Development Expenditure

R'000

Management level	Gender	Employees as at the beginning of the financial year	Original Budget and Actual Expenditure on skills development Year 1							
			Learnerships		Skills programmes & other short courses		Other forms of training		Total	
		No.	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual
MM and S57	Female									
	Male	**1**	**0**	**0**						
Legislators, senior officials and managers	Female	17	0	0		1402				1402
	Male	36	0	0						
Professionals	Female	31	0	0		42342				42342
	Male	20	0	0		2287				2287
Technicians and associate professionals	Female									
	Male									
Clerks	Female	11	0	0						
	Male	6	0	0						
Service and sales workers	Female	20	0	0		28464				28464
	Male	9	0	0		23720				23720
Plant and machine operators and	Female	8	0	0						
	Male	53	0	0		35135				35135
Elementary occupations	Female	18	0	0		74846				74846
	Male	68	0	0		156376				156376
Sub total	Female	105	0	0		147054				147054
	Male	193	0	0		243525				243525
Total		298	0	0	0	390579	0	0		390579
***% and *R value of municipal salaries (original budget) allocated for workplace skills plan.**									**1.24%***	R 500 000
										T4.5.3



COMMENT ON SKILLS DEVELOPMENT AND RELATED EXPENDITURE AND ON THE FINANCIAL COMPETENCY REGULATIONS:
The Municipality spent about 1.24% of the value of salaries on Skills Development which is within the limits of the approved Work Place Skills Plan. The municipality sent a number of individuals from various departments on training required in their sections. We take training very seriously in our municipality and all efforts are put forward to make training endeavours a success. We have not sent any senior financial manager on training to comply with the minimum competency regulation.
T4.5.4

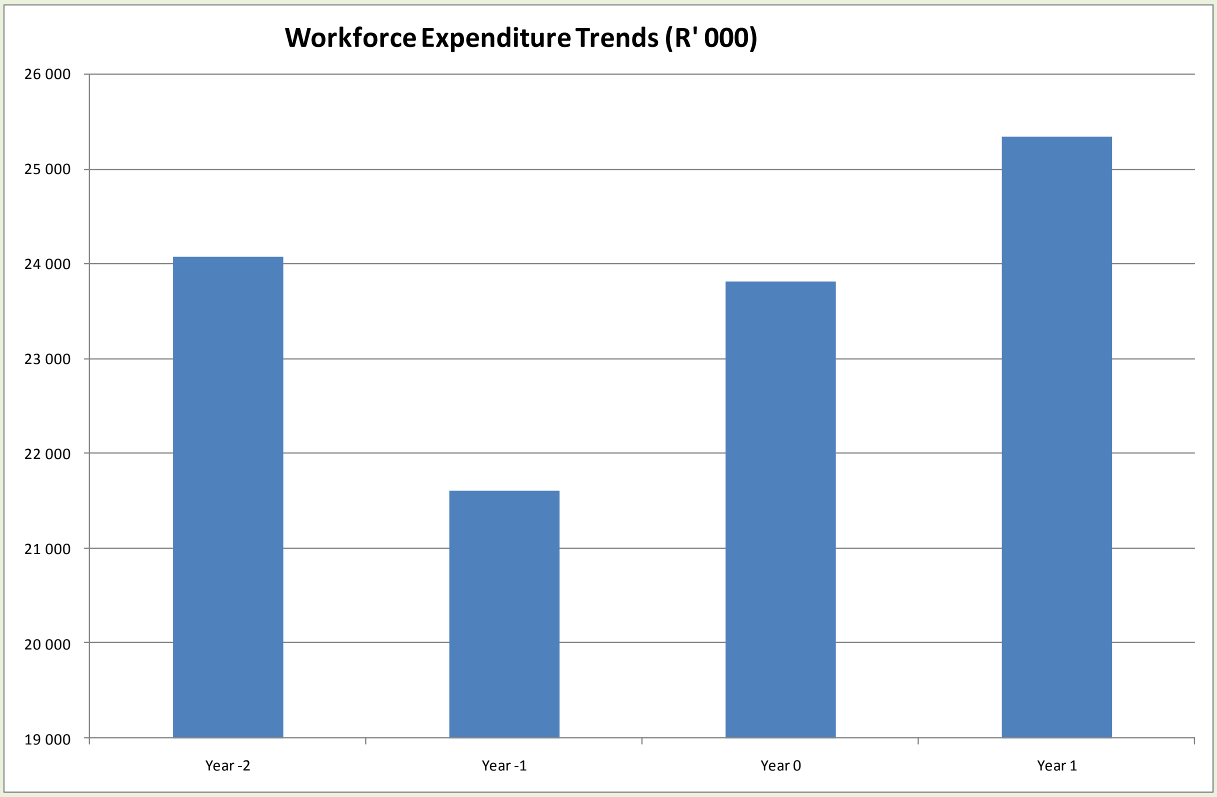
COMPONENT D: MANAGING THE WORKFORCE EXPENDITURE

INTRODUCTION TO WORKFORCE EXPENDITURE

Pressures for the delivery of basic services, like clean water, have resulted in overspending on the overtime of the technical staff. The rapid growth of informal settlements has also placed increased pressure upon the entire municipality and its expenditure.

T4.6.0

4.6 EMPLOYEE EXPENDITURE



Source: MBRR SA22 T4.6.1

COMMENT ON WORKFORCE EXPENDITURE:

Delete Directive note once comment is complete – Explain the spending pattern in the context of the actual and two previous years plus the budget year. Refer to implications for workforce ratio in Chapter 5. Comment on factors influencing workforce expenditure during the year.

T4.6.1.1

Number Of Employees Whose Salaries Were Increased Due To Their Positions Being Upgraded		
Beneficiaries	**Gender**	**Total**
Lower skilled (Levels 1-2)	Female	
	Male	
Skilled (Levels 3-5)	Female	
	Male	
Highly skilled production (Levels 6-8)	Female	
	Male	No positions were upgraded
Highly skilled supervision (Levels9-12)	Female	
	Male	
Senior management (Levels13-16)	Female	
	Male	
MM and S 57	Female	
	Male	
Total		0
Those with disability are shown in brackets '(x)' in the 'Number of beneficiaries' column as well as in the numbers at the right hand side of		T4.6.2

Employees Whose Salary Levels Exceed The Grade Determined By Job Evaluation				
Occupation	**Number of employees**	**Job evaluation level**	**Remuneration level**	**Reason for deviation**
				T4.6.3

Employees appointed to posts not approved				
Department	Level	Date of appoinment	No. appointed	Reason for appointment when no established post exist
				T4.6.4

.

COMMENT ON UPGRADED POSTS AND THOSE THAT ARE AT VARIANCE WITH NORMAL PRACTICE:

No posts were upgraded for this financial period

T4.6.5

DISCLOSURES OF FINANCIAL INTERESTS

The municipality did not have section 56 managers, therefor only declarations made were for councillors.

T4.6.6

Chapter 5

CHAPTER 5 – FINANCIAL PERFORMANCE

INTRODUCTION

Chapter 5 contains information regarding financial performance and highlights specific accomplishments. The chapter comprises of three components:

- Component A: Statement of Financial Performance
- Component B: Spending Against Capital Budget
- Component C: Other Financial Matters

T5.0.1

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

INTRODUCTION TO FINANCIAL STATEMENTS

Note: Statements of Revenue Collection Performance by vote and by source are included at **Appendix K**.

This component provides an overview of the financial performance of the municipality and focuses on the financial health of the municipality

T5.1.0

Chapter 5

5.1 STATEMENTS OF FINANCIAL PERFORMANCE

Financial Summary						
						R' 000
Description	Year 0	Current Year: Year 1			Year 1 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Financial Performance						
Property rates	11,689	12,097	10,960	13,843	8%	-8%
Service charges	71,037	75,039	75,632	71,472	-1%	1%
Investment revenue	6,802	38	175	7,499	-2%	2%
Transfers recognised - operational	37,357	47,729	51,824	57,157	-7%	7%
Other own revenue	1,972	10,434	13,108	893	-299%	299%
Total Revenue (excluding capital transfers and contributions)	128,857	145,337	151,699	150,863	-4%	4%
Employee costs	49,458	49,194	49,125	57,075	0%	0%
Remuneration of councillors	4,752	4,455	4,603	6,293	-2%	2%
Depreciation & asset impairment	33,457	5,007	5,007	36,112	0%	0%
Finance charges	1,256	4,423	2,846	3,586	44%	-44%
Materials and bulk purchases	30,018	38,177	35,897	41,395	6%	-6%
Transfers and grants	13,021	5,492	8,394	11,121	-26%	26%
Other expenditure	64,885	39,206	40,947	51,521	-3%	3%
Total Expenditure	196,848	145,953	146,818	207,103	0%	0%
Surplus/(Deficit)	(67,991)	(616)	4,881	(56,240)	10%	-10%
Transfers recognised - capital		5,374	26,828	78,134	-27%	27%
Contributions recognised - capital & contributed assets		(4,325)	–		#DIV/0!	#DIV/0!
contributions	(67,991)	433	31,709	21,894	-143%	143%
Share of surplus/ (deficit) of associate						
Surplus/(Deficit) for the year	(67,991)	433	31,709	21,894	-143%	143%
Capital expenditure & funds sources						
Capital expenditure						
Transfers recognised - capital	17,110	20,977	26,828	11,121	-53%	53%
Public contributions & donations	252	–	–	–	#DIV/0!	#DIV/0!
Borrowing	11,599	2,800	2,800	13,849	0%	0%
Internally generated funds	–	–	–	–	#DIV/0!	#DIV/0!
Total sources of capital funds	28,960	23,777	29,628	24,970	-23%	23%
Financial position						
Total current assets	16,605	62,162	127,894	14,766	-445%	445%
Total non current assets	824,794	216,145	216,145	843,849	0%	0%
Total current liabilities	51,957	10,681	9,173	73,969	2%	-2%
Total non current liabilities	27,104	14,174	13,162	57,429	2%	-2%
Community wealth/Equity	762,338	168,352	366,374	990,013	-20%	20%
Cash flows						
Net cash from (used) operating	17,705	22,127	17,119	14,426	35%	-35%
Net cash from (used) investing	(10,156)	–	–	(26,491)	0%	0%
Net cash from (used) financing	7,246	2,800	2,800	1,501	0%	0%
Cash/cash equivalents at the year end	14,795	24,927	19,919	(10,564)	-47%	47%
Cash backing/surplus reconciliation						
Cash and investments available	3,818	–	–	3,714	0%	0%
Application of cash and investments	–	–	–	–	#DIV/0!	#DIV/0!
Balance - surplus (shortfall)	3,818	–	–	3,714	0%	0%
Asset management						
Asset register summary (WDV)	–	–	–	–	#DIV/0!	#DIV/0!
Depreciation & asset impairment	33,457	5,007	5,007	36,112	0%	0%
Renewal of Existing Assets	–	–	–	–	#DIV/0!	#DIV/0!
Repairs and Maintenance	4,230	15,150	6,950	3,597	228%	-228%
Free services						
Cost of Free Basic Services provided	–	720	–	6,221	12%	-12%
Revenue cost of free services provided	–	75,039	–	71,472	105%	-105%
Households below minimum service level						
Water:	-	112	-	1,852,400	0%	0%
Sanitation/sewerage:	-	253	-	1,848,574	0%	0%
Energy:	-	198	-	1,254,962	0%	0%
Refuse:	-	157	-	1,357,135	0%	0%

Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A1

T5.1.1

Financial Performance of Operational Services						
						R '000
Description	Year 0	Year 1			Year 1 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Operating Cost						
Water		(7)	(7)	(0)	-2233.33%	-2233.33%
Waste Water (Sanitation)		(1,407)	(4,521)	(2,259)	37.72%	-100.13%
Electricity		(20,090)	(22,608)	(6,557)	-206.39%	-244.79%
Waste Management		(1,579)	(1,622)	2,428	165.03%	166.80%
Housing		1,718	1,716	21	-8080.95%	-8071.43%
Component A: sub-total		(21,365)	(27,042)	(6,367)	-235.54%	-324.70%
Waste Water (Stormwater Drainage)		–	–	–	#DIV/0!	#DIV/0!
Roads		10,245	10,256	7,518	-36.27%	-36.42%
Transport		–	–	–	#DIV/0!	#DIV/0!
Component B: sub-total		10,245	10,256	7,518	-36.27%	-36.42%
Planning		–	–	–	#DIV/0!	#DIV/0!
Local Economic Development		–	–	–	#DIV/0!	#DIV/0!
Component B: sub-total		–	–	–	#DIV/0!	#DIV/0!
Planning (Strategic & Regulatary)		–	–	–	#DIV/0!	#DIV/0!
Local Economic Development		–	–	–	#DIV/0!	#DIV/0!
Component C: sub-total		–	–	–	#DIV/0!	#DIV/0!
Community & Social Services		1,609	1,502	862	-86.66%	-74.25%
Enviromental Proctection		–	–	–	#DIV/0!	#DIV/0!
Health		–	–	–	#DIV/0!	#DIV/0!
Security and Safety		–	–	–	#DIV/0!	#DIV/0!
Sport and Recreation		2,649	2,964	2,800	5.39%	-5.86%
Corporate Policy Offices and Other		8,731	10,533	12,000	27.24%	12.23%
Component D: sub-total	–	12,989	14,999	15,662	17.07%	4.23%
Total Expenditure	**–**	**(20,631)**	**(32,070)**	**3,163**	752.18%	1113.78%
In this table operational income (but not levies or tarrifs) is offset agaist operational expenditure leaving a net operational expenditure total for each service as shown in the individual net service expenditure tables in chapter 3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.						T5.1.2

COMMENT ON FINANCIAL PERFORMANCE:

<u>Delete Directive note once comment is complete</u> **–** Comment on variances above 10%.

T5.1.3

Chapter 5

5.2 GRANTS

Grant Performance						
						R' 000
Description	Year 0	Year 1			Year 1 Variance	
	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
Operating Transfers and Grants						
National Government:	**50,306**	**–**	**–**	**56,532**		
Equitable share	34,356			50,205		
Municipal Systems Improvement	1,200			1,200		
Department of Water Affairs						
Levy replacement						
Other transfers/grants [FMG and EPWP)	14,750			5,127		
Provincial Government:	**1,114**	**–**	**–**	**625**		
Health subsidy						
Housing	189					
Ambulance subsidy						
Sports and Recreation						
Other transfers/grants (Library Grant, dpsa)	925			625		
District Municipality:	**–**	**–**	**–**	**–**		
[insert description]						
Other grant providers:	**–**	**–**	**–**	**–**		
[insert description]						
Total Operating Transfers and Grants	**51,420**	**–**	**–**	**57,157**		
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.						T5.2.1

COMMENT ON OPERATING TRANSFERS AND GRANTS:

Note: For Municipal Infrastructure Grant (MIG) see T5.8.3. For other conditional transfers including Neighborhood Development Partnership Grant (NDPG); Public Transport Infrastructure and Systems Grant (PITS) see **Appendix L**.

Delete Directive note once comment is complete **–** Comment on the variances in the above table and other and indicate high value projects & total the remaining project.

T5.2.2

Grants Received From Sources Other Than Division of Revenue Act (DoRA)						
Details of Donor	**Actual Grant Year 0**	**Actual Grant Year 1**	**Year 1 Municipal Contribution**	**Date Grant terminates**	**Date Municipal contribution terminates**	**Nature and benefit from the grant received, include description of any contributions in kind**
Parastatals						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
Foreign Governments/Development Aid Agencies						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
Private Sector / Organisations						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
Provide a comprehensive response to this schedule						T5.2.3

COMMENT ON CONDITIONAL GRANTS AND GRANT RECEIVED FROM OTHER SOURCES:

The municipality only receives the MIG from the Division of Revenue Act, therefore the section will not be completed.

T5.2.4

5.3 ASSET MANAGEMENT

INTRODUCTION TO ASSET MANAGEMENT
The municipality only recently established this division and it is understaffed.
T5.3.1

TREATMENT OF THE THREE LARGEST ASSETS ACQUIRED YEAR 1				
Asset 1				
Name				
Description				
Asset Type				
Key Staff Involved				
Staff Responsibilities				
Asset Value	Year -2	Year -1	Year 0	Year 1
Capital Implications				
Future Purpose of Asset				
Describe Key Issues				
Policies in Place to Manage Asset				
Asset 2				
Name				
Description				
Asset Type				
Key Staff Involved				
Staff Responsibilities				
Asset Value	Year -2	Year -1	Year 0	Year 1
Capital Implications				
Future Purpose of Asset				
Describe Key Issues				
Policies in Place to Manage Asset				
Asset 3				
Name				
Description				
Asset Type				
Key Staff Involved				
Staff Responsibilities				
Asset Value	Year -2	Year -1	Year 0	Year 1
Capital Implications				
Future Purpose of Asset				
Describe Key Issues				
Policies in Place to Manage Asset				
				T5.3.2

COMMENT ON ASSET MANAGEMENT:

The municipality did not purchase any large assets during the financial period, besides the office furniture, software and vehicles. The only asset that could be deemed large is the vehicle that was purchased for the Mayor, but due to the fact that vehicles depreciate and it is not affecting the delivery of services it could not be regarded as large.

T5.3.3

				R' 000
	Original Budget	**Adjustment Budget**	**Actual**	**Budget variance**
Repairs and Maintenance Expenditure	1796	1116	3597	-100.28%
				T5.3.4

COMMENT ON REPAIR AND MAINTENANCE EXPENDITURE:

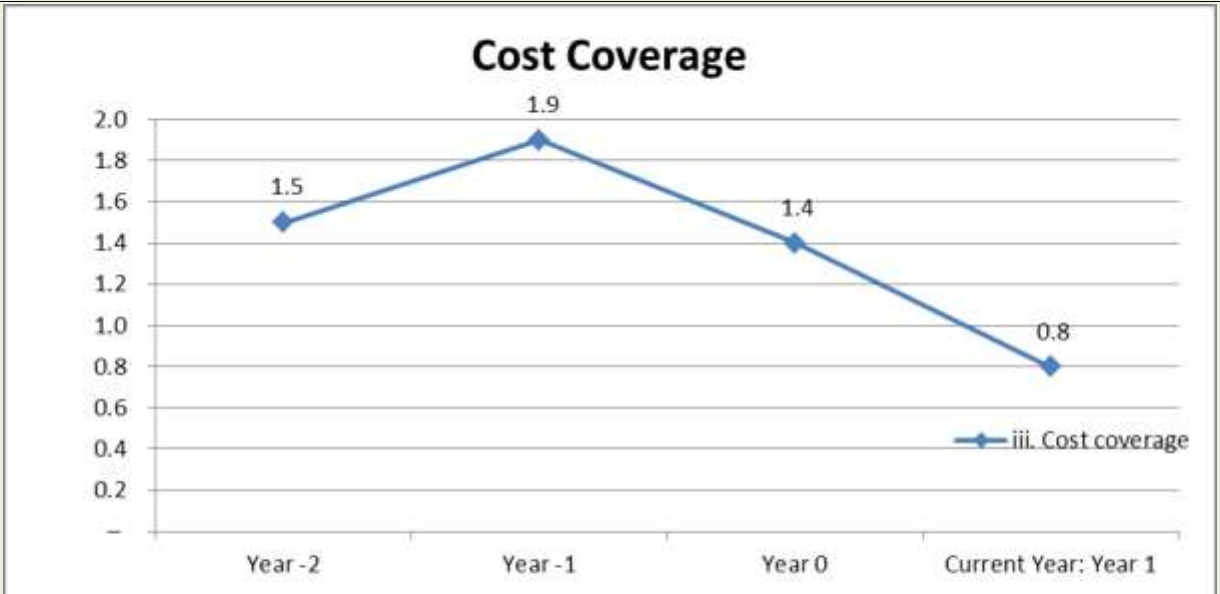
There has been an over-spending within the repairs and maintenance and it is due to that most vehicles lifespan has been finished and the vehicles that are been used they need to be serviced regularly.

T5.3.4.1

5.4 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

Liquidity Ratio – Measures the municipality's ability to pay its bills and is calculated by dividing the monetary assets (due within one year) by the municipality's current liabilities. A higher ratio is better.

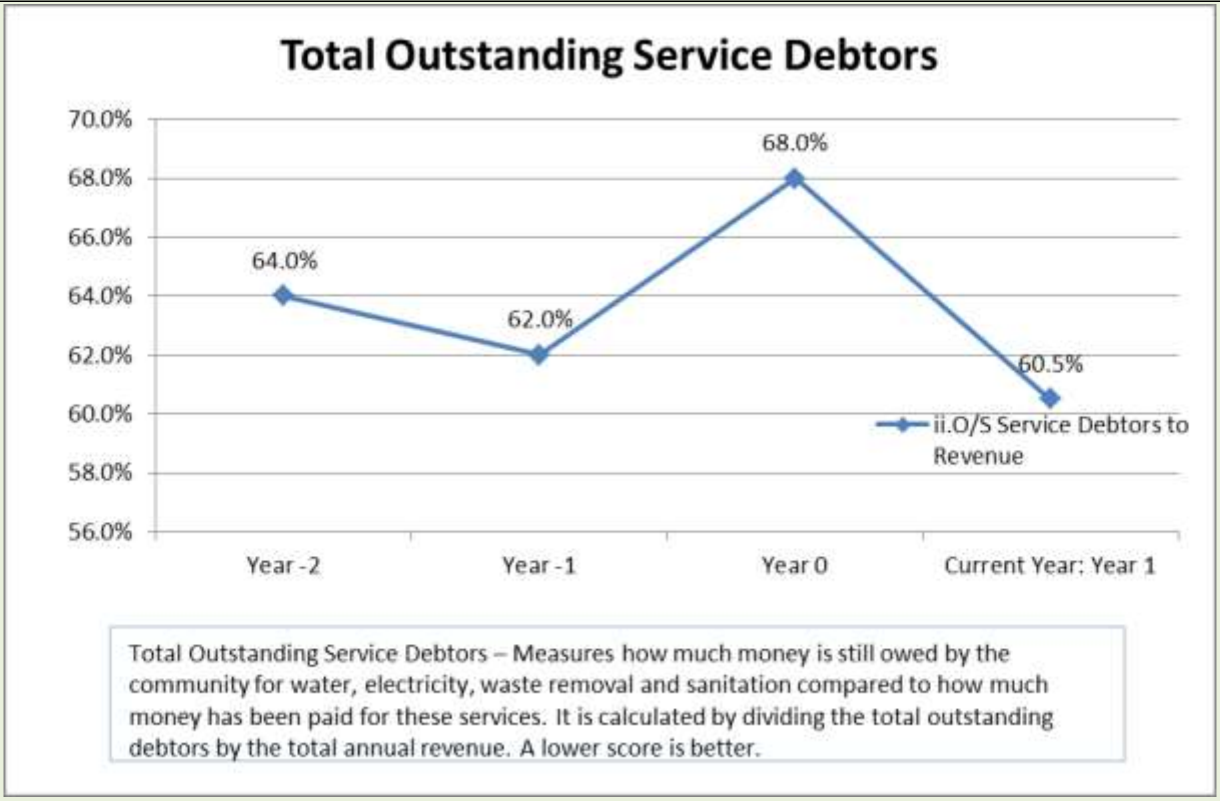
T5.4.1



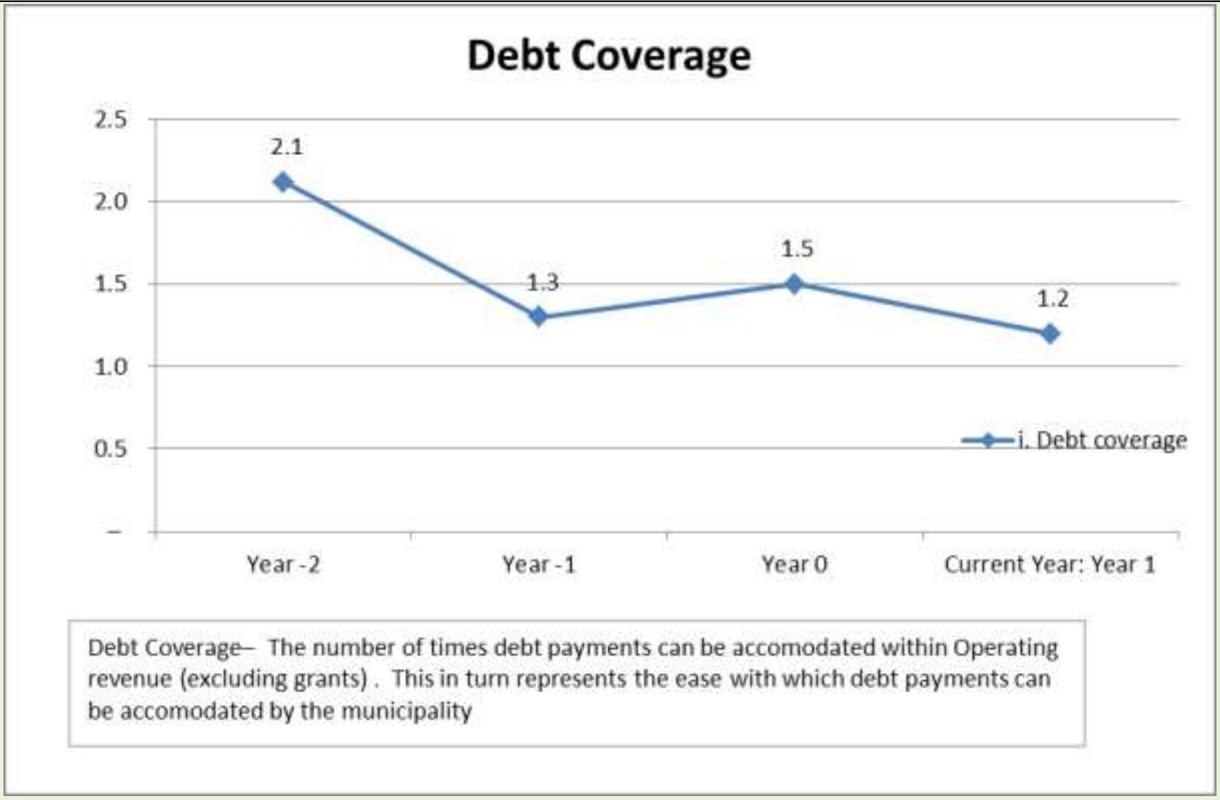
Cost Coverage– It explains how many months expenditure can be covered by the cash and other liquid assets available to the Municipality excluding utilisation of grants and is calculated

Data used from MBRR SA8

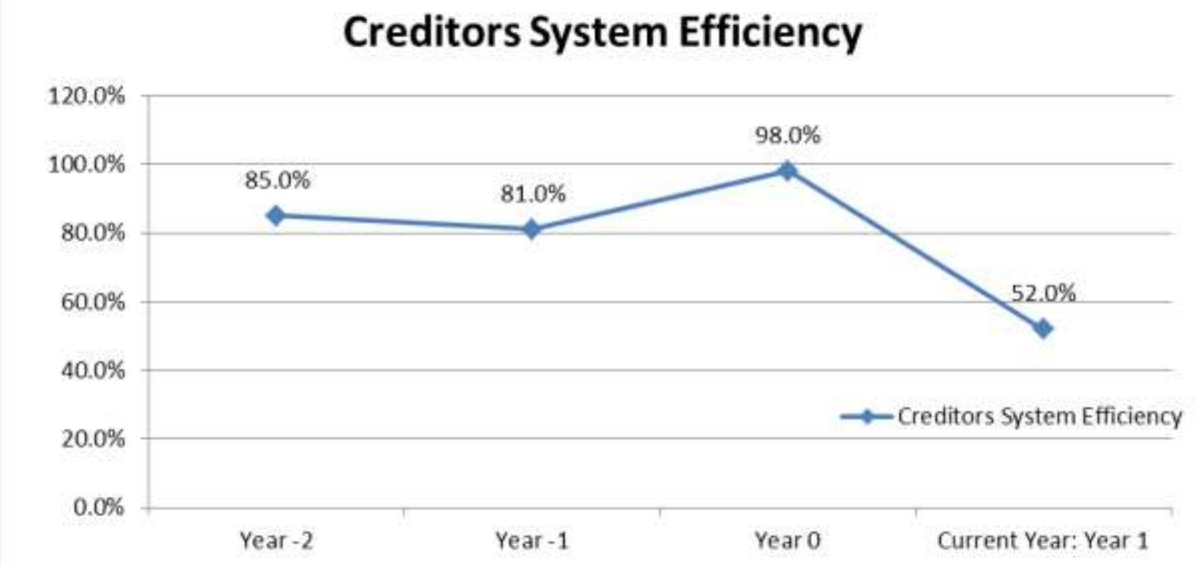
T5.4.2


Total Outstanding Service Debtors
70.0%
68.0%
66.0%
64.0%
62.0%
60.0%
58.0%
56.0%
64.0%
62.0%
68.0%
60.5%
ii.O/S Service Debtors to Revenue
Year -2
Year -1
Year 0
Current Year: Year 1
Total Outstanding Service Debtors – Measures how much money is still owed by the community for water, electricity, waste removal and sanitation compared to how much money has been paid for these services. It is calculated by dividing the total outstanding debtors by the total annual revenue. A lower score is better.

T5.4.3


Debt Coverage
2.5
2.0
1.5
1.0
0.5
-
2.1
1.3
1.5
1.2
i. Debt coverage
Year -2
Year -1
Year 0
Current Year: Year 1
Debt Coverage– The number of times debt payments can be accomodated within Operating revenue (excluding grants) . This in turn represents the ease with which debt payments can be accomodated by the municipality

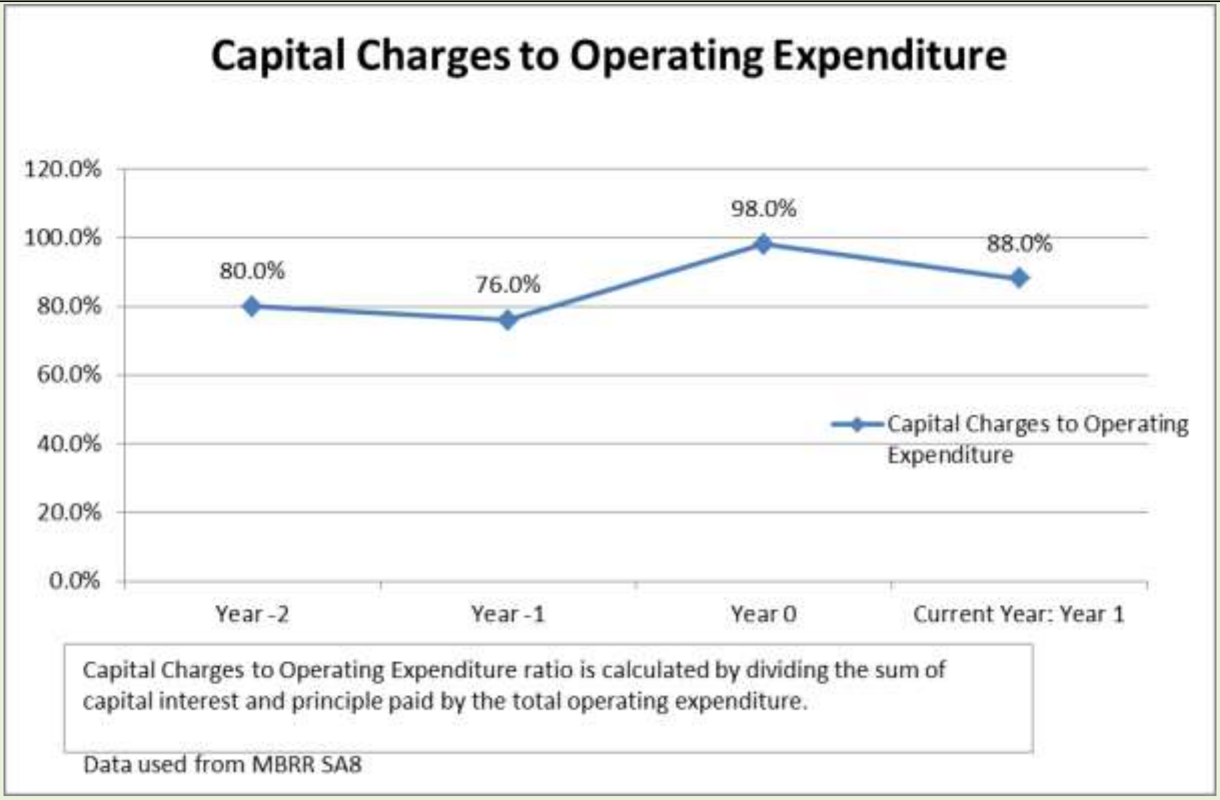
T5.4.4



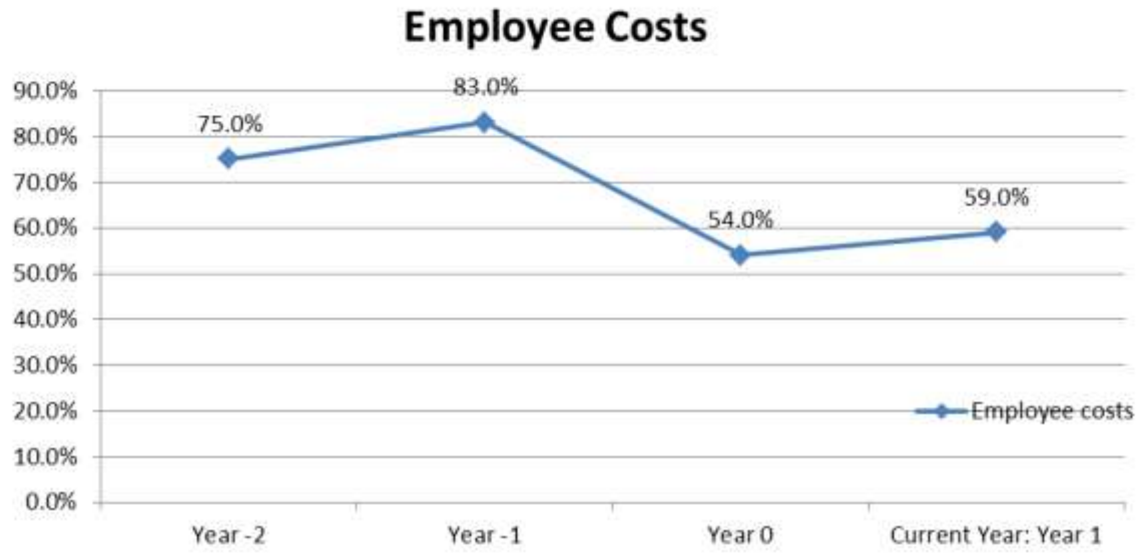
Creditor System Efficiency – The proportion of creditors paid within terms (i.e. 30 days). This ratio is calculated by outstanding trade creditors divided by credit purchases

Data used from MBRR SA8

T5.4.5


Capital Charges to Operating Expenditure
120.0%
100.0%
80.0%
60.0%
40.0%
20.0%
0.0%
80.0%
76.0%
98.0%
88.0%
Capital Charges to Operating Expenditure
Year -2
Year -1
Year 0
Current Year: Year 1
Capital Charges to Operating Expenditure ratio is calculated by dividing the sum of capital interest and principle paid by the total operating expenditure.
Data used from MBRR SA8

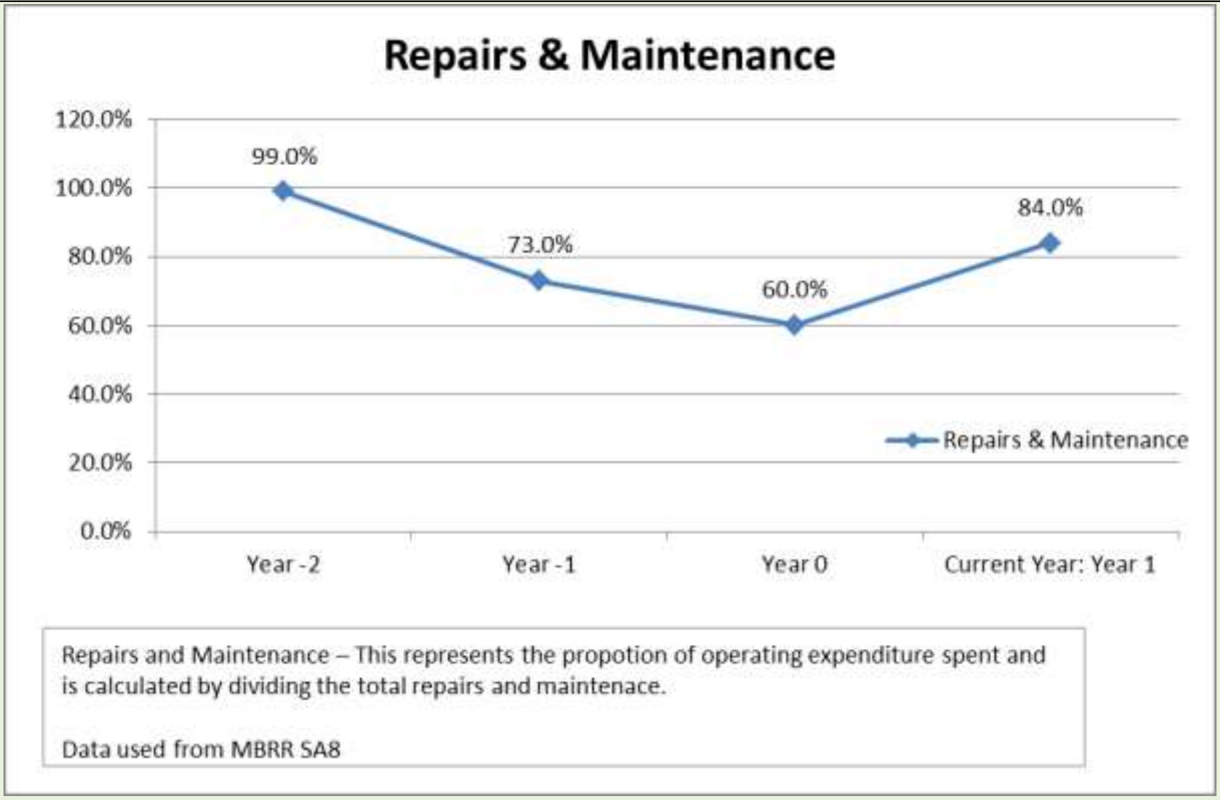
T5.4.6



Employee cost – Measures what portion of the revenue was spent on paying employee costs. It is calculated by dividing the total employee cost by the difference between total revenue and capital revenue.

Data used from MBRR SA8

T5.4.7



T5.4.8

COMMENT ON FINANCIAL RATIOS:

Liquidity Ratio

From the prior year financial period, the municipality has improved in minimizing the liability and could be concluded that their current assets could try and sustain its operations.

Cost Coverage

Due to vacant posts on critical posts within the municipality the cost coverage has dropped whereby the municipality without assistance of government grants it could not operate for long period.

Total outstanding service debtors

As most municipal consumers are indigents and could not afford to pay the services as they became indigents while they had outstanding debts with the municipality. The amount owed to the municipality is higher what the municipality receives as revenue.

Debt coverage

The debt is slowly covered within the municipality as most consumers are social grant earners and farm-workers the payments done mostly once a month.

Creditors' system efficiency

Due to the fact that the municipality mostly relies on government grants, it can't meet its payment proportion. Therefore above 50% of suppliers are not paid within 30 days which also in contravention with the MFMA.

Capital charges to operating expenditure

The capital expenditure to the operating expenditure is above 50%. Due to that the municipality has more capital projects than operating expenditure which is led by the vacancies.

T5.4.9

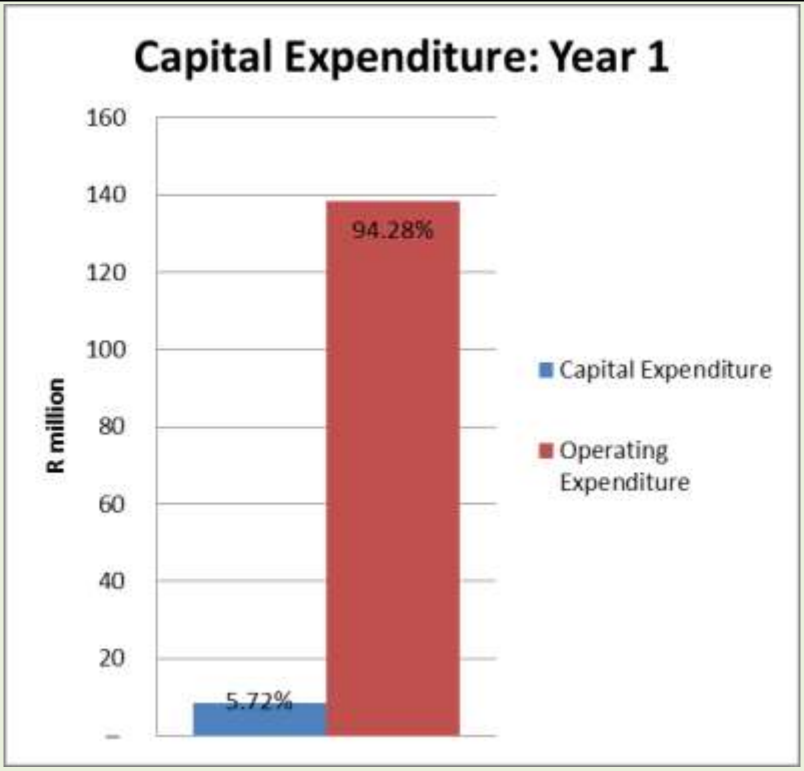
COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

INTRODUCTION TO SPENDING AGAINST CAPITAL BUDGET

Capital expenditure relates mainly to construction projects that will have value lasting over many years. Capital expenditure is funded from grants, borrowings and operating expenditures and surpluses. Component B deals with capital spending indicating where the funding comes from and whether Municipalities are able to spend the available funding as planned. In this component it is important to indicate the different sources of funding as well as how these funds are spend.

T5.5.0

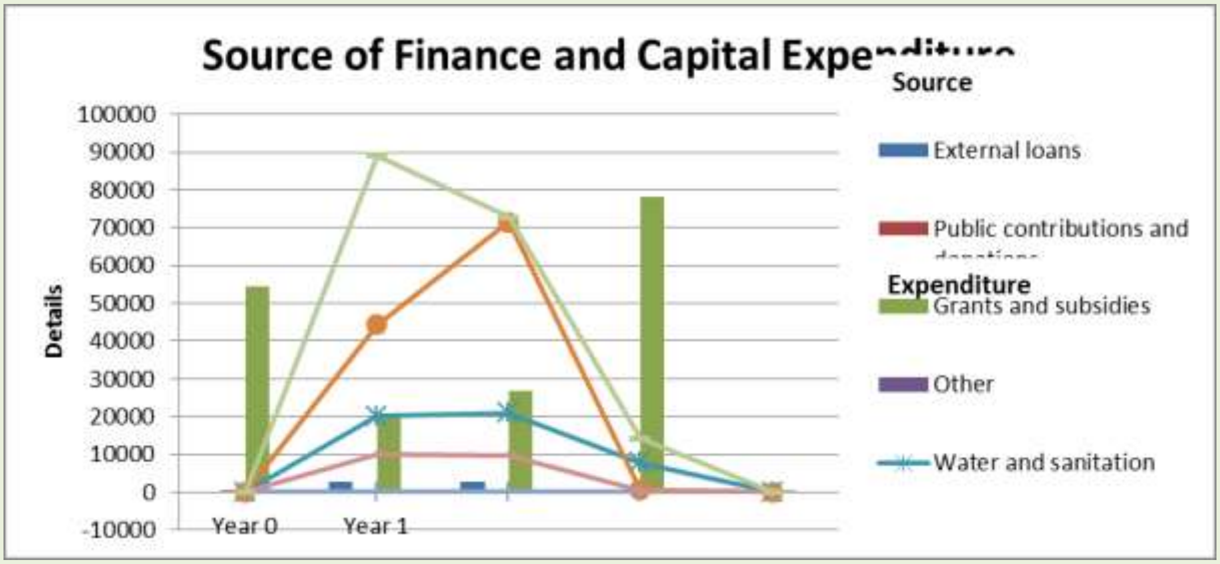
5.5 CAPITAL EXPENDITURE



T5.5.1

5.6 SOURCES OF FINANCE

Capital Expenditure - Funding Sources Year 0 to Year 1						
						R' 000
Details	Year 0	Year 1				
	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance						
External loans	0	2800	2800	0	0.00%	-100.00%
Public contributions and donations	251	0	0	2	#DIV/0!	#DIV/0!
Grants and subsidies	54467	20328	26828	78275	31.98%	285.06%
Other	0	0	0	0	#DIV/0!	#DIV/0!
Total	**54718**	**23128**	**29628**	**78277**	**#DIV/0!**	**#DIV/0!**
Percentage of finance						
External loans	0.0%	12.1%	9.5%	0.0%	#DIV/0!	#DIV/0!
Public contributions and donations	0.5%	0.0%	0.0%	0.0%	#DIV/0!	#DIV/0!
Grants and subsidies	99.5%	87.9%	90.5%	100.0%	#DIV/0!	#DIV/0!
Other	0.0%	0.0%	0.0%	0.0%	#DIV/0!	#DIV/0!
Capital expenditure						
Water and sanitation	0	20217	20920	7744	3.48%	-61.70%
Electricity	0	44293	71497	522	61.42%	-98.82%
Housing	0	0	0	0	#DIV/0!	#DIV/0!
Roads and storm water	0	10135	9805	466	-3.26%	-95.40%
Other	0	89088	72831	14244	-18.25%	-84.01%
Total	**0**	**163733**	**175053**	**22976**	**#DIV/0!**	**#DIV/0!**
Percentage of expenditure						
Water and sanitation	#DIV/0!	12.3%	12.0%	33.7%	#DIV/0!	#DIV/0!
Electricity	#DIV/0!	27.1%	40.8%	2.3%	#DIV/0!	#DIV/0!
Housing	#DIV/0!	0.0%	0.0%	0.0%	#DIV/0!	#DIV/0!
Roads and storm water	#DIV/0!	6.2%	5.6%	2.0%	#DIV/0!	#DIV/0!
Other	#DIV/0!	54.4%	41.6%	62.0%	#DIV/0!	#DIV/0!
						T5.6.1



COMMENT ON SOURCES OF FUNDING:

Funding received only from grants

T5.6.1.1

5.7 CAPITAL SPENDING ON 5 LARGEST PROJECTS

Capital Expenditure of 5 largest projects*					
					R' 000
Name of Project	Current Year: Year 1			Variance Current Year: Year 1	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
A -	7,551,634	10,888,324	9,635,458	-28%	-44%
B -	7,276,954	7,276,954	546,648	92%	0%
C -	4,886,468	5,319,668	4,527,424	7%	-9%
D -	5,003,118	5,003,118	445,771	91%	0%
E -	4,651,052	4,651,052	4,503,858	3%	0%
** Projects with the highest capital expenditure in Year 1*					

Name of Project - A	Augrabies: Access & Collector Roads
Objective of Project	Ensure that all households in Kai!Garib have access to proper & safe roads
Delays	
Future Challenges	
Anticipated citizen benefits	Households = 989, Population = 2970

Name of Project - B	Lennertsville: Access & Collector Roads
Objective of Project	Ensure that all households in Kai!Garib have access to proper & safe roads
Delays	Project registration was finalized late in the financial year. Construction has just started on this project.
Future Challenges	
Anticipated citizen benefits	Households = 446, Population = 1501

Name of Project - C	Marchand: Access & Collector Roads
Objective of Project	Ensure that all households in Kai!Garib have access to proper & safe roads
Delays	
Future Challenges	
Anticipated citizen benefits	Households = 784, Population = 2387

Name of Project - D	Alheit: Extention/Upgrading of External Water Supply
Objective of Project	Ensure that all households in Kai !Garib have access to basic water services
Delays	Project registration was finalized late in the financial year. Project is currently in tender phase
Future Challenges	
Anticipated citizen benefits	Households = 294, Population = 697

Name of Project - E	Augrabies: Upgrading of External Water Supply
Objective of Project	Ensure that all households in Kai !Garib have access to basic water services
Delays	
Future Challenges	
Anticipated citizen benefits	Households = 989, Population = 2970
	T5.7.1

COMMENT ON CAPITAL PROJECTS:

The municipality only overspent on one project. The rest were underspent.

T5.7.1.1

5.8 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS – OVERVIEW

INTRODUCTION TO BASIC SERVICE AND INFRASTRUCTURE BACKLOGS

The municipality works around the clock to eradicate backlogs.

T5.8.1

Service Backlogs as at Year 1				
				Households (HHs)
	*Service level above minimun standard		**Service level below minimun standard	
	No. HHs	% HHs	No. HHs	% HHs
Water	11763	70%	4940	30%
Sanitation	11763	70%	4940	30%
Electricity	12263	73%	4440	27%
Waste management	16703	0%	0	0%
Housing	11763	70%	4940	30%

*% HHs are the service above/below minimum starndard as a proportion of total HHs. 'Housing' refrs to * formal and ** informal settlements.*

T5.8.2

Municipal Infrastructure Grant (MIG)* Expenditure Year 1 on Service backlogs R' 000						
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjusments Budget	
Infrastructure - Road transport				%	%	
Roads, Pavements, Stormwater & Bridges				%	%	
Alheit: Access & Collector Roads & Stormwater	463 473.69	-	61 264.63	-657%	100%	
Augrabies: Access & Collector Roads & Stormwater	8 298 330.93	9 635 458.00	9 048 799.43	8%	-6%	
Marchand: Access & Collector Roads & Stormwater	4 307 332.41	4 527 424.00	4 586 963.49	6%	1%	
Lennertsville: Access & Collector Roads & Stormwater	-	-	546 647.66	100%	100%	
Infrastructure - Electricity						
Streetlighting						
Community High Mast Light: Warmsand	-	-	18 904.68	100%	100%	
Community High Mast Light: Ward 1, 2 & 7	-	-	300 182.82	100%	100%	
Community High Mast Light: Lennertsville	-	-	18 404.38	100%	100%	
Community High Mast Lighting : Ward 8	-	-	185 174.44	100%	100%	
Infrastructure - Water				%	%	
Bulkwater Supply				%	%	
Augrabies: Upgrading of External Water Supply	-	-	1 326 717.24	100%	100%	
Cillie: Upgrading of External Water Supply	-	-	116 699.29	100%	100%	
Lutzburg: Upgrading of External Water Supply	-	-	78 998.21	100%	100%	
Marchand: Extention/Upgrading of External Water Supply	2 459 436.00	-	221 229.54	-1012%	100%	
Warmsand: Upgrading of External Water Supply & Network	2 420 755.00	-	244 602.96	-890%	100%	
Alheit: Extention/Upgrading of External Water Supply	5 003 118.00	-	445 770.78	-1022%	100%	
Lennertsville: Extention/Upgrading of Internal Water Network	-	3 540 764.00	387 600.00	100%	-814%	
Augrabies: Extention/Upgrading of Internal Water Network	-	1 473 910.00	-	#DIV/0!	#DIV/0!	
Cillie: Extention/Upgrading of Internal Water Network	-	148 500.00	-	#DIV/0!	#DIV/0!	
Lutzburg: Extention/Upgrading of Internal Water Network	-	113 868.00	-	#DIV/0!	#DIV/0!	
Infrastructure - Sanitation				%	%	
Reticulation				%	%	

Sewerage purification	-	*4 921 452.00*	-	*#DIV/0!*	*#DIV/0!*	
Infrastructure - Other				%	%	
Waste Management				%	%	
Transportation				%	%	
Gas				%	%	
Other Specify:				%	%	
Kai !Garib Municipal Area: Feasibility Study Solid Waste	-	*934 997.00*	*466 179.67*	*100%*	*-101%*	
Kai !Garib Municipality Project Management Unit (PMU)	*1 048 850.00*	*1 048 850.00*	*1 057 788.48*	*1%*	*1%*	
Total	*24 001 296.03*	*26 345 223.00*	*19 111 927.70*	%	%	

** MIG is a government grant program designed to fund a reduction in service backlogs, mainly: Water; Sanitation; Roads; Electricity.*
Expenditure on new, upgraded and renewed infrastructure is set out at Appendix M; note also the calculation of the variation.
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.

T5.8.3

COMMENT ON BACKLOGS:

N/A

T5.8.4

COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENTS

INTRODUCTION TO CASH FLOW MANAGEMENT AND INVESTMENTS

The importance of cash flow management within the municipality is to ensure that that the municipality can continue with its existence with the cash that they have.

T5.9.0

5.9 CASH FLOW

Cash Flow Outcomes R'000				
Description	Year 0	Current Year: Year 1		
	Audited Outcome	Original Budget	Adjusted Budget	Actual
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Ratepayers and other	84	81	79	86
Government - operating	37	48	51	21
Government - capital	17	21	27	8
Interest	8	7	0	
Dividends				
Payments				
Suppliers and employees	117	126	125	122
Finance charges	2	4	3	1
Transfers and Grants	13	3	13	14
NET CASH FROM/(USED) OPERATING ACTIVITIES	**279**	**290**	**299**	**250**
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE				
Decrease (Increase) in non-current debtors				
Decrease (increase) other non-current receivables				
Decrease (increase) in non-current investments				
Payments				
Capital assets	11	28	34	24
NET CASH FROM/(USED) INVESTING ACTIVITIES	**11**	**28**	**34**	**24**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans				
Borrowing long term/refinancing	2	3	3	
Increase (decrease) in consumer deposits				
Payments				
Repayment of borrowing	8			
NET CASH FROM/(USED) FINANCING ACTIVITIES	**10**	**3**	**3**	**–**
NET INCREASE/ (DECREASE) IN CASH HELD				
Cash/cash equivalents at the year begin:	**(12)**	**3**	**3**	**3**
Cash/cash equivalents at the year end:	**3**	**3**	**3**	**(3)**
Source: MBRR SA7				T5.9.1

COMMENT ON CASH FLOW OUTCOMES:

Delete Directive note once comment is completed - Supply a brief summary about the cash flow status of the municipality. Explain variances from Original and Adjustment Budget to Actual. Include information on operating activities and what effect they had on cash flow and on cash backing of surpluses. Information regarding cash flow may be sourced from **Table A7 of the MBRR.**

T5.9.1.1

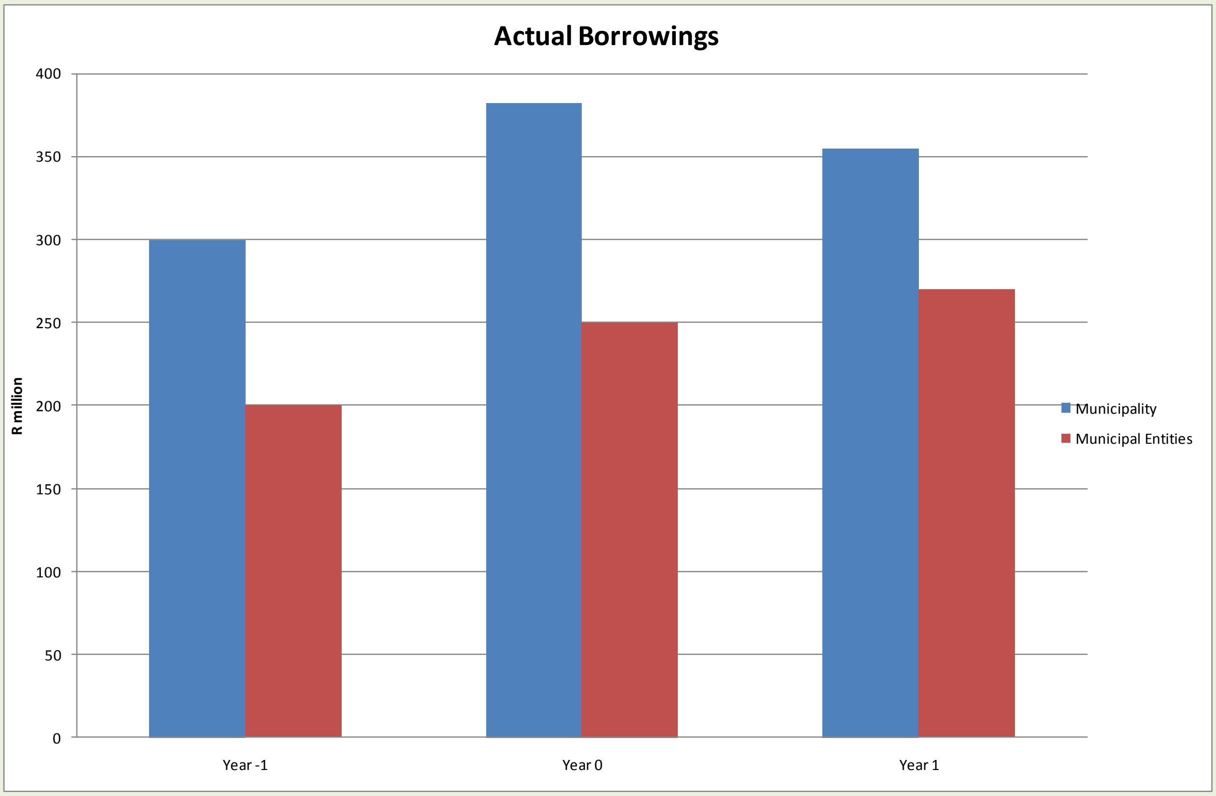
5.10 BORROWING AND INVESTMENTS

INTRODUCTION TO BORROWING AND INVESTMENTS

Delete Directive note once comment is completed – Explain briefly the relevance of borrowing and investments to you municipality with reference to the tables below and your municipality's requirements in the year. Information may be sourced from **table SA3 AND SA15 in the MBRR**.

T5.10.1

Actual Borrowings Year -1 to Year 1			
			R' 000
Instrument	**Year -1**	**Year 0**	**Year 1**
Municipality	300	382	355
Long-Term Loans (annuity/reducing balance)	200	250	270
Long-Term Loans (non-annuity)			
Local registered stock			
Instalment Credit			
Financial Leases			
PPP liabilities			
Finance Granted By Cap Equipment Supplier			
Marketable Bonds			
Non-Marketable Bonds			
Bankers Acceptances			
Financial derivatives			
Other Securities			
Municipality Total			
Municipal Entities			
Long-Term Loans (annuity/reducing balance)			
Long-Term Loans (non-annuity)			
Local registered stock			
Instalment Credit			
Financial Leases			
PPP liabilities			
Finance Granted By Cap Equipment Supplier			
Marketable Bonds			
Non-Marketable Bonds			
Bankers Acceptances			
Financial derivatives			
Other Securities			
Entities Total			
			T5.10.2


Actual Borrowings
400
350
300
250
200
150
100
50
0
R million
Year -1
Year 0
Year 1
Municipality
Municipal Entities

T5.10.3

Municipal and Entity Investments			
			R' 000
Investment* type	Year -1	Year 0	Year 1
	Actual	Actual	Actual
Municipality			
Securities - National Government			
Listed Corporate Bonds			
Deposits - Bank			
Deposits - Public Investment Commissioners			
Deposits - Corporation for Public Deposits			
Bankers Acceptance Certificates			
Negotiable Certificates of Deposit - Banks	The Municipality currently has		
Guaranteed Endowment Policies (sinking)	no investments		
Repurchase Agreements - Banks			
Municipal Bonds			
Other			
Municipality sub-total			
Municipal Entities			
Securities - National Government			
Listed Corporate Bonds			
Deposits - Bank			
Deposits - Public Investment Commissioners			
Deposits - Corporation for Public Deposits			
Bankers Acceptance Certificates			
Negotiable Certificates of Deposit - Banks			
Guaranteed Endowment Policies (sinking)			
Repurchase Agreements - Banks			
Other			
Entities sub-total			
Consolidated total:			
			T5.10.4

COMMENT ON BORROWING AND INVESTMENTS:

Currently the Municipality has no investments.

T5.10.5

5.11 PUBLIC PRIVATE PARTNERSHIPS

PUBLIC PRIVATE PARTNERSHIPS

Delete Directive note once comment's completed - Provide overview of agreements, contracts and projects undertaken during the year through PPP's – Refer to further details of PPP details **Appendix H**. **Table SA3 (MBRR)** may also be used to gain information on PPP's.

T5.11.1

COMPONENT D: OTHER FINANCIAL MATTERS

5.12 SUPPLY CHAIN MANAGEMENT

SUPPLY CHAIN MANAGEMENT

INTRODUCTION AND BACKGROUND

This report is a summary that highlights the implementation of the Supply Chain Management policy in Kai !Garib Municipality. Regulation 6(3) of the SCM regulations requires the Accounting Officer to report on the implementation of the SCM policy to Council to effect Council's oversight role in SCM.

SCM POLICY

The Municipality approved its Supply Chain Management Policy on 9th October 2009. The effective date of the policy was 1 December 2009.

CHALLENGE(S)	PROPOSED SOLUTION(S)
No revisions have been effected on this policy in order to incorporate legislative and statutory amendments by National Treasury, since its adoption.	An urgent policy review

SUPPLY CHAIN MANAGEMENT INSTITUTIONAL ARRANGEMENTS

The council developed its policy in line with the Supply Chain Management regulations issued by National Treasury. The National Treasury developed a generic supply chain management policy which was amended to suit the needs of the municipality.

Goods are being procured by way of:

- 1 Written quotation up to a value of R 2000.00
- 3 Written quotations up to a value of R 30 000.00
- Formal written quotations(RFQ’s) for transaction in excess of R 30 000.00 up to R200 000.00
- A competitive bidding process for all transactions in excess of R 200 000.
- Where normal applicable SCM processes cannot be complied with as per the thresholds above, a written deviation is authorized by the Accounting Officer.

CHALLENGE(S)	PROPOSED SOLUTION(S)
Poor description and irrelevant votes on requisitions that creates a backlog on the execution of purchase orders; Frequent request for deviations from the Accounting Officer that stem from factors such as lack of planning Non-compliance to the General preconditions for consideration of written quotations due to a de-centralized procurement system- Reg 13	Requisitions should be submitted with clearer descriptions and relevant budgets; Filling of crucial vacant positions to increase manpower in the unit; H.O.D’s can start conducting needs analysis and request once-off tenders/RFQ’s for goods and services purchased frequently or needed in large

of the SCM regulations	quantities at the beginning of the financial year Centralizing SCM activities

Establishment of the Supply Chain Management Unit The current staff complement of the unit is as follows: 1x Manager: Expenditure 1x Accountant: SCM 1x Senior Purchasing Clerk 1x Data Clerk 1x Distribution Clerk Only 1 position is currently filled and 4 positions are vacant and an intern has also been appointed.

CHALLENGE(S)	PROPOSED SOLUTION(S)
Staff Issues The unit is currently understaffed There's a lack of segregation of duties **Training** The current temporary employees of the unit have not been equipped with the necessary skills to meet the	All vacant positions should be filled Formal training should be organized to complement the current on-the-job training

demands of their tasks	

ESTABLISHMENT OF THE BID COMMITTEES

The Municipality applies a fully-fledged bid committees system, and officials were appointed in October to participate in the committees, following a written letter of appointment from the Accounting Officer.

CHALLENGE(S)	**PROPOSED SOLUTION(S)**
Reg 29 (2)(b) of the SCM regulations requires a bid adjudication committee to consist of at least three senior managers of the municipality which must include – □ at least one senior supply chain management practitioner who is an official of the municipality The Bid Adjudication Committee is noncompliant to this requirement.	A speedy appointment of Expenditure Manager

ESTABLISHMENT OF A SUPPLIER DATABASE

It is an MFMA requirement that the municipality must have a list/database of accredited suppliers and service providers.

CHALLENGE(S)	PROPOSED SOLUTION(S)
Vendor information is currently captured on an excel spreadsheet The number of active registered suppliers is Unknown Supplier rotation cannot be applied The SCM module on SEBATA system is currently not open for use Poor response to the database registration notices	The process of getting the SCM module in operation must be sped up in order to facilitate: Vendor File data cleansing Electronic requisitions Procurement & bids awareness workshops to local suppliers should be introduced

REPORTING

National Treasury requires a report on all acquisitions in excess of R 100 000 to be submitted monthly basis.

CHALLENGE(S)	PROPOSED SOLUTION(S)
No reports have been submitted for the October-December 2012 quarter.	Provincial Treasury has already been contacted to allocate new

	personnel to capture the information.

DEVIATIONS/RATIFICATION OF MINOR BREACHES OF PROCUREMENT PROCESSES
The municipal supply chain management regulations allows for a municipality to deviate from normal SCM processes if it impractical to follow SCM procedures.

CHALLENGE(S)	PROPOSED SOLUTION(S)
The majority of deviations received and approved by the Accounting Officer are as a result of poor planning and they usually don't constitute emergency/urgency as per policy. This will be a challenge to the SCM unit if this becomes an audit query, because the reasons provided for deviations do not prove the impracticality of following the normal SCM procedures.	A policy review that stipulates strict measures regarding deviations and breaches of procurement processes

IMPLEMENTATION OF THE MBD's
All municipal bid documents (MBDs) are in place in compliance with MFMA Circular 25 and include specifications and evaluation criteria as recommended by the Specifications Committee.

CHALLENGE(S)	PROPOSED SOLUTION(S)
Reg 27(2)(g) requires specifications to be approved by the accounting officer prior to publication of the invitation for bids. This requirement is not being complied with.	Going forward, the Specifications Committee must ensure that the Accounting Officer approves the specifications prior to advertising.

IMPLEMENTATION OF A GIFT DECLARATION REGISTER
Council's SCM policy stipulates that no official or other role player involved in SCM may accept any gift, reward, favor, hospitality or other benefit promised directly or indirectly, including to any close family member, partner or associate. Furthermore any official or other role player must declare any gift, reward, favor, hospitality or other benefit promised, offered or granted to that member or to a close family member, partner or associate of that member from suppliers or potential suppliers, of a value of R350.00 or more.
T5.12.1

5.13 GRAP COMPLIANCE

GRAP COMPLIANCE
GRAP is the acronym for **G**enerally **R**ecognized **A**ccounting **P**ractice and it provides the rules by which municipalities are required to maintain their financial accounts. Successful GRAP compliance will ensure that municipal accounts are comparable and more informative for the municipality. It will also ensure that the

municipality is more accountable to its citizens and other stakeholders. Information on GRAP compliance is needed to enable National Treasury to assess the pace of progress and consider the implications.

Delete Directive note once comment's completed – Follow the above with information on progress with GRAP compliance at your municipality. Detail any instances where the municipality has deviated from the GRAP standards currently applicable.

T5.13.1

Chapter 6

CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS

INTRODUCTION

Note: The Constitution S188 (1) (b) states that the functions of the Auditor-General includes the auditing and reporting on the accounts, financial statements and financial management of all municipalities. MSA S45 states that the results of performance measurement… must be audited annually by the Auditor-General.

Delete Directive note once comment's completed - Refer to the Annual Financial Statements set out in Volume II and the timescale for the audit of these accounts and the audit of performance and the production of reports on these matters by the Auditor General as set out in this Chapter. If this is the version of the annual report presented to Council in September then the Auditor-Generals statements on this year's submissions will not be available for inclusion in this Chapter and this should be explained.

T6.0.1

COMPONENT A: AUDITOR-GENERAL OPINION OF FINANCIAL STATEMENTS YEAR 0

6.1 AUDITOR GENERAL REPORTS YEAR 0 (PREVIOUS YEAR)

Chapter 6

Auditor-General Report on Financial Performance Year 0	
Audit Report Status*:	**Disclaimer of Opinion**
Non-Compliance Issues	**Remedial Action Taken**
Budgets	**Compliance checklists ar to be fully completed and proof of compliance gathered and included in a separate working paper file**
Annual Financial Statements, Performance Report and Annual Report	
Audit Committee	
Internal Audit	
Procurement and Contract Management	
HR Management and Compensation	
Expenditure Management	
Conditional Grants	
Revenue Management	
Assets Management	
*Note:*The report status is supplied by the Auditor General and ranges from unqualified (at best); to unqualified with other matters specified; qualified; adverse; and disclaimed (at worse)*	
	T6.1.1

Auditor-General Report on Service Delivery Performance: Year 0	
Audit Report Status:	**None**
Non-Compliance Issues	**Remedial Action Taken**
Annual Report not submitted timeously	**Compliance checklists ar to be fully completed and proof of compliance gathered and included in a separate working paper**

COMPONENT B: AUDITOR-GENERAL OPINION YEAR 1 (CURRENT YEAR)

6.2 AUDITOR GENERAL REPORT YEAR 1

Chapter 6

Auditor-General Report on Financial Performance Year 1*	
Status of audit report:	Desclaimer of Opinion
Non-Compliance Issues	**Remedial Action Taken**
Strategic Planning and Performance Management	**The action plan not yet submitted to Treasury**
Budgets	
Financial Statements, Performance Report and Annual Report	
Audit Committee	
Internal Audit	
Procurement and Contract Management	
HR Management and Compensation	
Expenditure Management	
Transfer of Funds and Conditional Grants	
Revenue Management	
Assets Management and Liability Management	
Consequences Management	
Note: The report's status is supplied by the Auditor General and ranges from unqualified (at best); to unqualified with other matters specified; qualified; adverse; and disclaimed (at worse). This table will be completed prior to the publication of the Annual report but following the receipt of the Auditor- General Report on Financial Performance Year 1.*	
	T6.2.1

Chapter 6

Auditor-General Report on Service Delivery Performance: Year 1*	
Status of audit report:**	None
Non-Compliance Issues	**Remedial Action Taken**
Strategic Planning and Performance Management	The action plan not yet submitted to Treasury
** This table will be completed prior to the publication of the Annual report but following the receipt of the Auditor-General Report on Service Delivery Performance Year 1*	
*** Inclusion of "Status" depends on nature of AG's remarks on Performance Data.*	
	T6.2.2

AUDITOR GENERAL REPORT ON THE FINANCIAL STATEMENTS: YEAR 1

Refer to appendix

T6.2.3

COMMENTS ON AUDITOR-GENERAL'S OPINION YEAR 1:

No comments

T6.2.4

COMMENTS ON MFMA SECTION 71 RESPONSIBILITIES: Section 71 of the MFMA requires municipalities to return a series of financial performance data to the National Treasury at specified intervals throughout the year. The Chief financial officer states that these data sets have been returned according to the reporting requirements/ with the exception of those items and for those reasons given at **Appendix S** (***delete '/…' if not applicable***).

Signed (Chief financial Officer)………………………………………………………... Dated T6.2.5

GLOSSARY

GLOSSARY

Accessibility indicators	Explore whether the intended beneficiaries are able to access services or outputs.
Accountability documents	Documents used by executive authorities to give *"full and regular"* reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
Activities	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe *"what we do"*.
Adequacy indicators	The quantity of input or output relative to the need or demand.
Annual Report	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
Approved Budget	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
Baseline	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
Basic municipal service	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
Budget year	The financial year for which an annual budget is to be approved – means a year ending on 30 June.

GLOSSARY

Cost indicators	The overall cost or expenditure of producing a specified quantity of outputs.
Distribution indicators	The distribution of capacity to deliver services.
Financial Statements	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
General Key performance indicators	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
Impact	The results of achieving specific outcomes, such as reducing poverty and creating jobs.
Inputs	All the resources that contribute to the production and delivery of outputs. Inputs are "what we use to do the work". They include finances, personnel, equipment and buildings.
Integrated Development Plan (IDP)	Set out municipal goals and development plans.
National Key performance areas	• Service delivery & infrastructure • Economic development • Municipal transformation and institutional development • Financial viability and management • Good governance and community participation
Outcomes	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".
Outputs	The final products, or goods and services produced for delivery. Outputs may be defined as "what we produce or deliver". An output is a concrete achievement (i.e. a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.

GLOSSARY

Performance Indicator	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which an output has been achieved (policy developed, presentation delivered, service rendered)
Performance Information	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measure.
Performance Standards:	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
Performance Targets:	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.
Service Delivery Budget Implementation Plan	Detailed plan approved by the mayor for implementing the municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.
Vote:	One of the main segments into which a budget of a municipality is divided for appropriation of money for the different departments or functional areas of the municipality. The Vote specifies the total amount that is appropriated for the purpose of a specific department or functional area. Section 1 of the MFMA defines a "vote" as: *a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and* *b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned*

APPENDICES

APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	**Full Time / Part Time FT/PT**	**Committees Allocated**	***Ward and/ or Party Represented**	**Percentage Council Meetings Attendance %**	**Percentage Apologies for non-attendance %**
BM Bock	PT	Committee for Institutional Development	Ward		
A De Bruin	PT	Committee for Infrastructure Development	PR		
AV Du Plessis	PT	Committee for Institutional Development	Ward		
DW Fienies	PT	Committee for Socio Economic Development	Ward		
FJ Handona	PT	Executive Committee	Ward		
AM Isaacs	PT	Committee for Socio Economic Development	Ward		
S Jacob	FT				
WB Kamfer	PT	Committee for Infrastructure Development	Ward		
WD Klim	PT	Committee for Infrastructure Development	Ward		
E Meyer	PT	Executive Committee	PR		
JJJ Olyn	FT	Executive Committee			
AC Snyers	PT	Committee for Infrastructure Development	Ward		
JG Styles	PT	Committee for Infrastructure Development	Ward		
MMJ Titus	PT	Committee for Socio Economic Development	PR		
TPP Solomon	PT	Committee for Institutional Development	PR		
AV Van der Westhuizen	PT	Committee for Institutional Development	PR		
*Note: * Councillors appointed on a proportional basis do not have wards allocated to them*					T A

CONCERNING TA

A spreadsheet exists to compile attendance data

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APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES

Committees (other than Mayoral / Executive Committee) and Purposes of Committees		
Municipal Committees	**Purpose of Committee**	
Municipal Public Accounts Committees	Overseeing municipal accounts and spending	
Committee for Institutional Development	Labour Relations, Skills Development, Conditions of Service	
Committee for Socio Economic Development		
Executive Committee	Financial expenditure of the municipality	
Committee for Infrastructure Development	Town Planning, Parks, Sportsgrounds and facilities, Housing, Building Maintenance	
		T B

APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE

See Chapter 2 (T2.2.2)

APPENDIX D – FUNCTIONS OF MUNICIPALITY / ENTITY

Municipal / Entity Functions		
MUNICIPAL FUNCTIONS	**Function Applicable to Municipality (Yes / No)***	**Function Applicable to Entity (Yes / No)**
Constitution Schedule 4, Part B functions:		
Air pollution	No	No
Building regulations	Yes	No
Child care facilities	No	No
Electricity and gas reticulation	Electricity	No
Firefighting services	Yes	No
Local tourism	Yes	No
Municipal airports	No	No
Municipal planning	Yes	No
Municipal health services	Yes	No
Municipal public transport	No	No
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this	Yes	No
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters	No	No
Stormwater management systems in built-up areas	Yes	No
Trading regulations	No	No
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	Yes	No
Continued next page		

Continued from previous page		
Municipal / Entity Functions		
MUNICIPAL FUNCTIONS	**Function Applicable to Municipality (Yes / No)***	**Function Applicable to Entity (Yes / No)**
Constitution Schedule 5, Part B functions:		
Beaches and amusement facilities	No	No
Billboards and the display of advertisements in public places	No	No
Cemeteries, funeral parlours and crematoria	Yes	No
Cleansing	Yes	No
Control of public nuisances	No	No
Control of undertakings that sell liquor to the public	Yes	No
Facilities for the accommodation, care and burial of animals	No	No
Fencing and fences	Yes	No
Licensing of dogs	No	No
Licensing and control of undertakings that sell food to the public	No	No
Local amenities	No	No
Local sport facilities	Yes	No
Markets	No	No
Municipal abattoirs	No	No
Municipal parks and recreation	Yes	No
Municipal roads	Yes	No
Noise pollution	No	No
Pounds	No	No
Public places	Yes	No
Refuse removal, refuse dumps and solid waste disposal	Yes	No
Street trading	No	No
Street lighting	Yes	No
Traffic and parking	Yes	No
***If municipality: indicate (yes or No); * If entity: Provide name of entity**		T D

APPENDIX G – RECOMMENDATIONS OF THE MUNICIPAL AUDIT COMMITTEE YEAR 1

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during Year 1**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
		T G

APPENDIX H – LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS

					R' 000
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
					T H.1

APPENDICES

Public Private Partnerships Entered into Year 1					
					R' 000
Name and Description of Project	Name of Partner(s)	Initiation Date	Expiry date	Project manager	Value 2008/09
					T H.2

APPENDIX I – MUNICIPAL ENTITY/ SERVICE PROVIDER PERFORMANCE SCHEDULE

APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July to 30 June of Year 1 (Current Year)		
Position	**Name**	**Description of Financial interests* (Nil / Or details)**
(Executive) Mayor	Based on the financial declarations received, all members declared no interest.	
Member of MayCo / Exco		
Councillor		
Municipal Manager		
Chief Financial Officer		
Deputy MM and (Executive) Directors		
Other S57 Officials		
** Financial intersests to be disclosed even if they incurred for only part of the year. See MBRR SA34A*		*T J*

APPENDIX K: REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

APPENDIX K (i): REVENUE COLLECTION PERFORMANCE BY VOTE

Revenue Collection Performance by Vote						
						R' 000
Vote Description	Year 0	Current Year: Year 1			Year 1 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Vote 1 - EXECUTIVE AND COUNCIL		2,101	2,106	1,004	0%	0%
Vote 2 - BUDGET AND TREASURY OFFICE		37,051	37,854	36,646	-2%	2%
Vote 3 - CORPORATE SERVICES		21	9	204	56%	-128%
Vote 4 - COMMUNITY AND SOCIAL SERVICES		3,708	4,304	686	-16%	14%
Vote 5 - TECHNICAL AND ENGINEERING SERVICES		106,747	133,206	67,458	-25%	20%
Vote 6 - PLANNING AND DEVELOPMENT		1,082	1,049	–	3%	-3%
Total Revenue by Vote	**–**	**150,710**	**178,527**	**105,998**	**16%**	**-95%**
						T K.1

APPENDIX K (ii): REVENUE COLLECTION PERFORMANCE BY SOURCE

Revenue Collection Performance by Source						
						R '000
Description	Year 0	Year 1			Year 1 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates		12,097	10,960	13,843	12.61%	20.82%
Property rates - penalties & collection charges		1,041	2,348	–	#DIV/0!	#DIV/0!
Service charges - electricity revenue		54,832	54,867	50,115	-9.41%	-9.48%
Service charges - water revenue		10,175	10,402	11,134	8.62%	6.58%
Service charges - sanitation revenue		5,883	6,135	6,101	3.57%	-0.56%
Service charges - refuse revenue		4,139	4,219	4,122	-0.42%	-2.36%
Service charges - other		10	9	–	#DIV/0!	#DIV/0!
Rental of facilities and equipment		259	247	74	-250.85%	-234.98%
Interest earned - external investments		38	175	7,499	99.50%	97.66%
Interest earned - outstanding debtors		6,464	7,276	–	#DIV/0!	#DIV/0!
Dividends received		–	–	–	#DIV/0!	#DIV/0!
Fines		365	132	139	-162.01%	5.49%
Licences and permits		645	453	–	#DIV/0!	#DIV/0!
Agency services		1,126	2,193	425	-164.91%	-415.97%
Transfers recognised - operating		47,729	51,824	78,134	38.91%	33.67%
Other revenue		534	457	395	-35.40%	-15.89%
Total Revenue (excluding capital transfers and contributions)	**–**	**145,337**	**151,699**	**171,980**	**15.49%**	**11.79%**
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4.						T K.2

APPENDIX L: CONDITIONAL GRANTS RECEIVED: EXCLUDING MIG

Conditional Grants: excluding MIG						
						R' 000
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjust-ments Budget	
Municipal systems infrastructure grant (MSIG)			1200000	%	%	
Financial management grant (FMG)			1500000	%	%	
The Municipality does not budget for the grants seperately. Only as a whole of all grants received.						
Total				%	%	
** This includes Neighbourhood Development Partnership Grant, Public Transport Infrastructure and Systems Grant and any other grant excluding Municipal Infrastructure Grant (MIG) which is dealt with in the main report, see T5.8.3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.*						T L

COMMENT ON CONDITIONAL GRANTS EXCLUDING MIG:

The conditional grants received by the municipality are the Municipal Systems Infrastructure Grant and the Financial Management Grant

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APPENDIX M: CAPITAL EXPENDITURE – NEW & UPGRADE/RENEWAL PROGRAMMES

APPENDIX M (i): CAPITAL EXPENDITURE - NEW ASSETS PROGRAMME

Capital Expenditure - New Assets Programme* R '000							
Description	Year 0	Year 1			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class	Refer to Chapter 5						
Infrastructure - Total							
Infrastructure: Road transport - Total							
Roads, Pavements & Bridges							
Storm water							
Infrastructure: Electricity - Total							
Generation							
Transmission & Reticulation							
Street Lighting							
Infrastructure: Water - Total							
Dams & Reservoirs							
Water purification							
Reticulation							
Infrastructure: Sanitation - Total							
Reticulation							
Sewerage purification							
Infrastructure: Other - Total							
Waste Management							
Transportation							
Gas							
Other							
Community - Total							
Parks & gardens							
Sportsfields & stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing							
Other							

APPENDIX M (ii): CAPITAL EXPENDITURE – UPGRADE/RENEWAL PROGRAMME

APPENDIX N – CAPITAL PROGRAMME BY PROJECT YEAR 1

Capital Programme by Project: Year 1					
					R' 000
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
Water					
"Project A"	Please refer to Chapter 5				
"Project B"					
"Project C"					
Sanitation/Sewerage					
"Project A"					
"Project B"					
Electricity					
"Project A"					
"Project B"					
Housing					
"Project A"					
"Project B"					
Refuse removal					
"Project A"					
"Project B"					
Stormwater					
"Project A"					
"Project B"					
Economic development					
"Project A"					
"Project B"					
Sports, Arts & Culture					
"Project A"					
"Project B"					
Environment					
"Project A"					
"Project B"					
Health					
"Project A"					
"Project B"					
Safety and Security					
"Project A"					
"Project B"					
ICT and Other					
"Project A"					
"Project B"					
					T N

APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD YEAR 1

Capital Programme by Project by Ward: Year 1		R' 000
Capital Project	Ward(s) affected	Works completed (Yes/No)
Water	Please refer to Chapter 3 & 5 (EPWP)	
"Project A"		
"Project B"		
Sanitation/Sewerage		
Electricity		
Housing		
Refuse removal		
Stormwater		
Economic development		
Sports, Arts & Culture		
Environment		
Health		
Safety and Security		
ICT and Other		
		T O

APPENDIX P – SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS

Service Backlogs: Schools and Clinics				
Establishments lacking basic services	**Water**	**Sanitation**	**Electricity**	**Solid Waste Collection**
Schools (NAMES, LOCATIONS)				
Clinics (NAMES, LOCATIONS)				
Names and locations of schools and clinics lacking one or more services. Use 'x' to mark lack of service at appropriate level for the number of people attending the school/clinic, allowing for the proper functioning of the establishment concerned.				T P

APPENDIX Q – SERVICE BACKLOGS EXPERIENCED BY THE COMMUNITY WHERE ANOTHER SPHERE OF GOVERNMENT IS RESPONSIBLE FOR SERVICE PROVISION

Service Backlogs Experienced by the Commmunity where another Sphere of Government is the Service Provider (where the municipality whether or not act on agency basis)		
Services and Locations	**Scale of backlogs**	**Impact of backlogs**
Clinics:		
Housing:		
Licencing and Testing Centre:		
Reseviors		
Schools (Primary and High):		
Sports Fields:		
		T Q

APPENDIX R – DECLARATION OF LOANS AND GRANTS MADE BY THE MUNICIPALITY

Declaration of Loans and Grants made by the municipality: Year 1				
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 1 R' 000	Total Amount committed over previous and future years
The municipality does not provide loans and/or grants				
** Loans/Grants - whether in cash or in kind*				T R

APPENDIX S – DECLARATION OF RETURNS NOT MADE IN DUE TIME UNDER MFMA S71

MFMA Section 71 Returns Not Made During Year 1 According to Reporting Requirements	
Return	**Reason Return has not been properly made on due date**
	T S

CONCERNING TS

Delete this Appendix if all returns have been made in accordance with reporting requirements.

Delete Directive note before publication

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APPENDIX T – NATIONAL AND PROVINCIAL OUTCOMES FOR LOCAL GOVERNMENT

National and Provincial Outcomes for Local Government		
Outcome/Output	**Progress to date**	**Number or Percentage Achieved**
Output: Improving access to basic services		
Output: Implementation of the Community Work Programme		
Output: Deepen democracy through a refined Ward Committee model		
Output: Administrative and financial capability	The municipality experienced critical vacancies	
** Note: Some of the outputs detailed on this table might have been reported for in other chapters, the information thereof should correspond with previously reported information.*		
		T T

VOLUME II

VOLUME II: ANNUAL FINANCIAL STATEMENTS

Provide the Annual Financial Statements (AFS) to the respective financial year as submitted to the Auditor-General. The completed AFS will be Volume II of the Annual Report.