

KAI !GARIB MUNICIPALITY

2015/16

DRAFT ANNUAL REPORT

Volume I

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Preface

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

Chapter 1

CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: MAYOR’S FOREWORD

KAI !GARIB MUNICIPALITY



Foreword of the Mayor

The Municipality is the third sphere of government and its birth is guaranteed in chapter seven of the Constitution of the Republic of South Africa. Besides the Constitution there are also the Municipal Systems Act of 2000 (MSA) and the Municipal Finance Management Act 56, 2003. (MFMA)

In chapter 12 of the MFMA sec.121 it gives the municipal guidance as to how important the annual report is for a municipal entity and for each financial year. The annual report provide a record of activities, performances against the budget and the accountability of 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.

Chapter 1

With the above mentioned in mind Kai Garib Received a poor Audit Report (Disclaimer) for the 2012/2013 financial year. The council committed itself to work towards a clean audit at the end of 2014. In the 2013/2014 financial year they decided on a turnaround strategy. This strategy was monitored and evaluated regularly. For that financial year the municipality received a better outcome on the audit report. A quote from the Auditor General: “I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.”

The municipality maintained its qualified audit opinion for the 2014/2015 as well as the 2015/2016 financial years.

Receiving a better audit outcome from the AG is proof that Kai! Garib Municipality are working hard and headed in the right direction.

This document gives an overview of the dedication and commitment of the councillors, the administration and the inputs and suggestions of the community.

Let this whole report be our tool and compass to guide us to much higher goals.

I want to thank them for their selfless contribution and hard work to finalise this report and their dedication to make this municipality a proud organisation.

Thank You.

Signed by Councillor J.J.J. Olyn (Mayor)

T 1.0.1

Chapter 1

COMPONENT B: EXECUTIVE SUMMARY

1.1. MUNICIPAL MANAGER'S OVERVIEW



ACTING 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: **What** is received and **How** much is spend together with **What** must still be done? This Annual Report of 2015/16 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.

Chapter 1

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.”

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.

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.

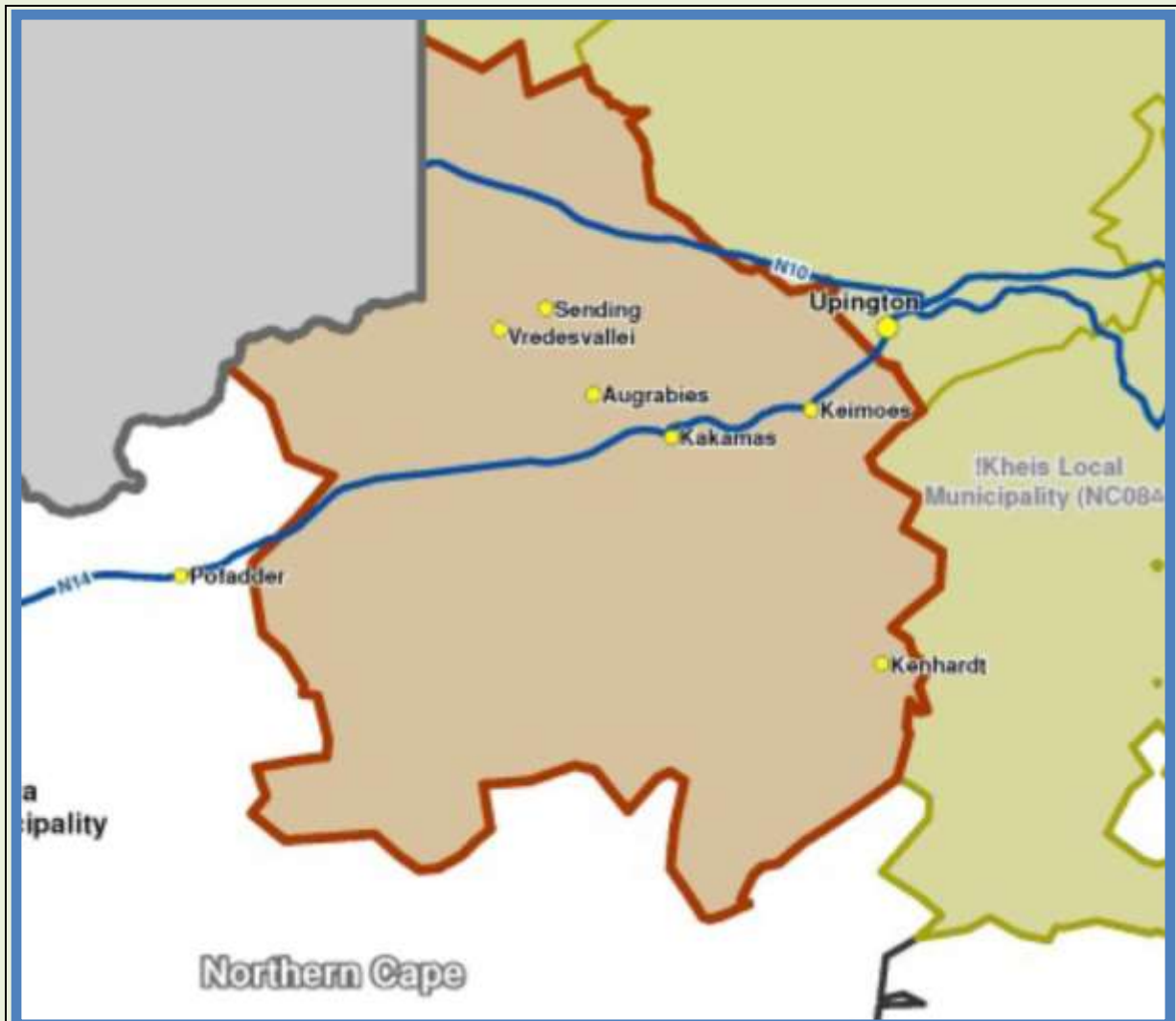
The delivery of services is addressed through the municipal planning processes, like the Integrated Development Plan (IDP), the Capital and Operational Budgets and the Service Delivery and Budget Implementation Plan (SDBIP).

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.

Chapter 1

The Municipal Area falls within the ZF Mgcawu District Municipality's Area and covers an area of 7449 km². 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



Here follows a brief overview of our municipality

- ☐ Municipal Demarcation Code: NC082
- ☐ Location of Head Office: 164 Eleventh Avenue, Kakamas, 8870
- ☐ Municipal Area: 7 449 square km.

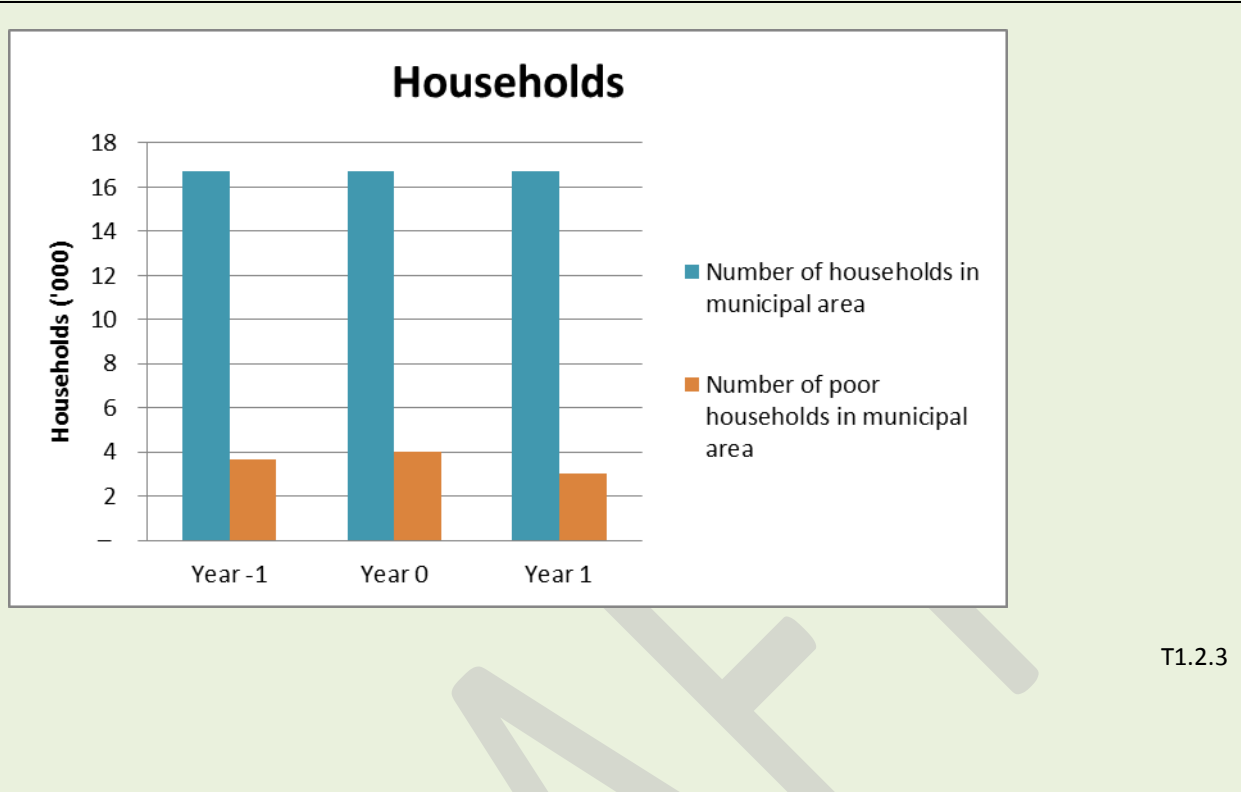
Chapter 1

- District Municipality: ZF Mgcawu District Municipality (Upington)
- Population: + 65 869 (Statistics South Africa, 2011 Census).
- Schools: 5 Secondary Schools; 26 Primary Schools;
- Medical Facilities: 21 Medical facilities.

- Police Stations: 5 Police stations
- Main Economic Activities: Agriculture (Luzern, cotton, corn, raisins and wine grapes) Livestock farming, Ostrich farming and Tourism.

Population Details									
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

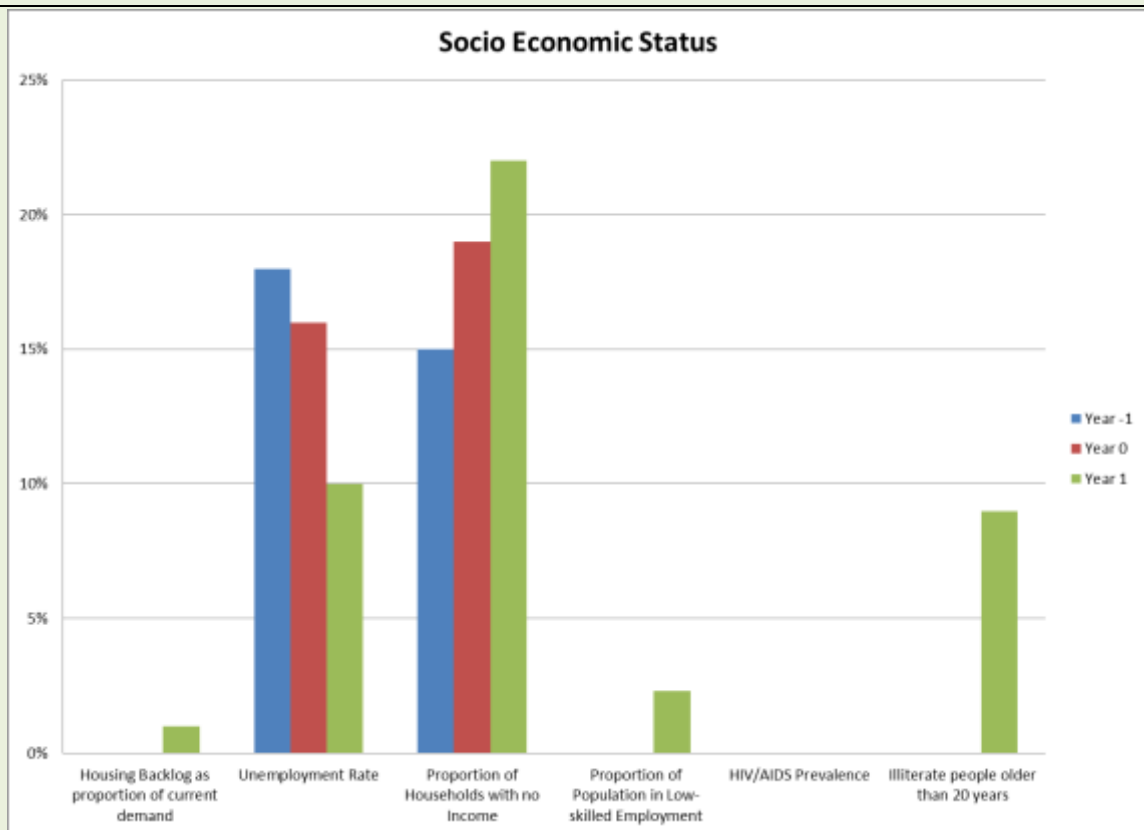
Chapter 1



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 20 years
Year -1	Current year only	18%	15%	Current year only	Information not available at time of printing	Current year only
Year 0		16%	19%			Current year only
Year 1		10%	22%	2%		9%

T1.2.4

Chapter 1



T1.2.5

Chapter 1

Overview of Neighbourhoods within Kai !Garib Municipality		
Settlement Type	Households	Population
Towns		
Augrabies, Noudonsies, Zeekoeistee, Blouput Riemvasmaak		11 408
Cillie, Marchand, Perde- Eiland, Omdraai		8191
Kakamas Dorp, Alheit, Bloukamp, Truterkamp		9317
Kromhout Boerdery, Kakamas Oos (Langverwacht), Neus		6375
Lennertsville, Koms, Keimoes Dorp, Akasia Park		5499
Gardenia, Whalsig, Noodkamp, Vaaldriehoek		7684
Lutzburg, Friersdale, Warmsand, Eenduin, Swartbooisberg, Bloemsmond		4856
Eksteenskuil Eilande, Soverby, Mctaggertscamp, Curriescamp, Blaauwsekop, Kanoneiland		5660
Kenhardt, Southern Farms		6679
Sub-Total	16703	65669
Townships		
N/A (Information detailed under above section)		
Rural settlements		
N/A (Information detailed under above section)		
Informal settlements		
Noudonsies		
7nde Laan		
Warmsand		
Eenduin/Loxtonvale		
Friersdale		
Eksteenskuil Eilande, Soverby, Mctaggertscamp, Curriescamp, Blaauwsekop, Kanoneiland		
Blaauwsekop		
Mctaggertskamp		
		T1.2.6

Chapter 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

Chapter 1

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. J Mac Kay (Acting).

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);

Chapter 1

- Management and maintenance of Landfill site;

Key Priority Areas issues:

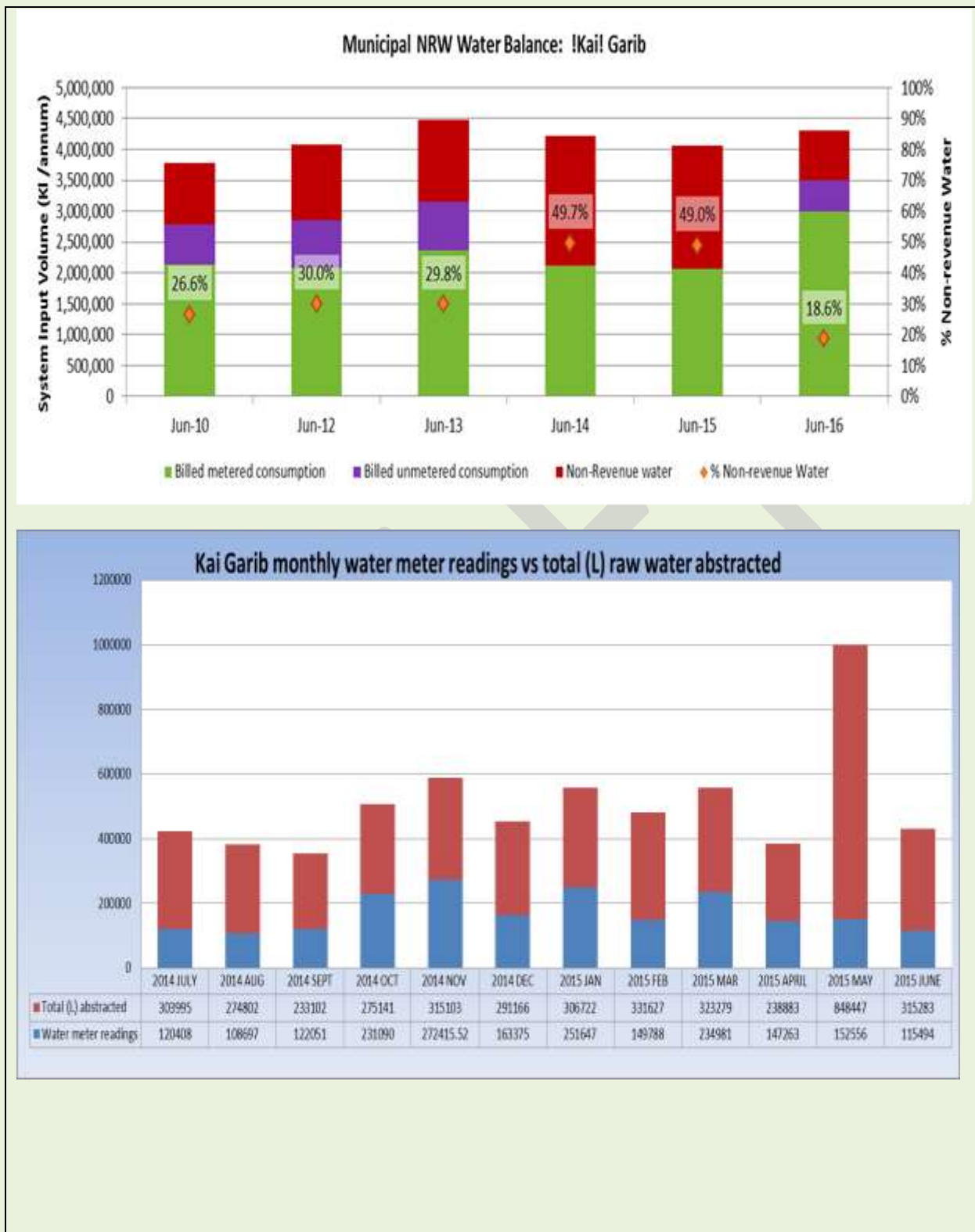
Electricity

- Reduction of electricity losses from the current 25% (previous year 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

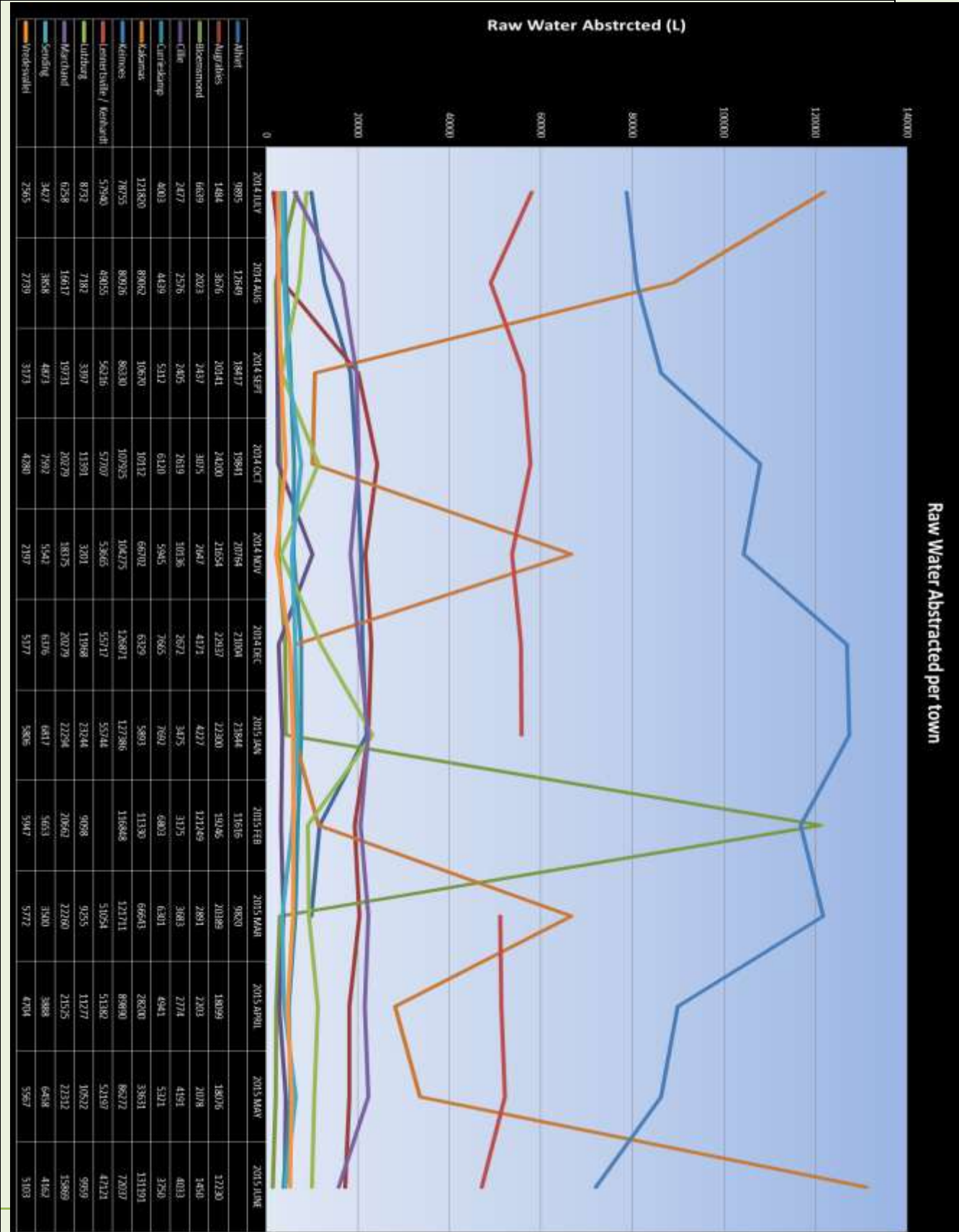
Water

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

Chapter 1



Chapter 1



Chapter 1

Drinking Water

- Incident Management Team (Responds to water quality failures)
- Water demand management plan in place to reduce water losses
- Back-to-Basics program to reduce water losses in distribution system
- Sufficient Operation and Maintenance Budget required
- Training of operators required as stated in regulation 2834
- 2012 Municipal Bluedrop Score = 68.99%
- Monthly monitoring of drinking water quality

Bluedrop Compliance summary June 2015:

<<<

June 2015

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Microbiological SANS 241 : 2015 Compliance - Supply System Summaries

System	Water Quality										Monitoring Compliance			CERTIFIED DATA		
	Analysis			Samples				Sites			Monthly	Annual	Total			
	Total	Failures	%	Total	Failures	%	Frequency	Total	Failures	%					Coverage	
ALHEIT	2	0	>99.9%	2	0	>99.9%	>99.9 %		2	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
AUGHRABIES	3	0	>99.9%	3	0	>99.9%	>99.9 %		3	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
BLOEMSDOND	2	0	>99.9%	2	0	>99.9%	>99.9 %		2	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
CILLIE	2	2	0.0%	2	2	0.0%	>99.9 %		2	2	0.0%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
CURRIESKAMP	2	0	>99.9%	2	0	>99.9%	>99.9 %		2	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
Kakamas Bulk Water	3	0	>99.9%	3	0	>99.9%	>99.9 %		3	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
Keimoes Bulk Water	3	0	>99.9%	3	0	>99.9%	>99.9 %		3	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
LENNERTSVILLE	5	0	>99.9%	5	0	>99.9%	>99.9 %		5	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
LUTZBURG	2	0	>99.9%	2	0	>99.9%	>99.9 %		2	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
MARCHAND	2	0	>99.9%	2	0	>99.9%	>99.9 %		2	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
Riemvasmaak - Sending	1	0	>99.9%	1	0	>99.9%	50.0 %		1	0	>99.9%	>99.9%	0.0%	>99.9%	33.3%	>99.9%
Riemvasmaak - Vredesvallei	3	0	>99.9%	3	0	>99.9%	>99.9 %		3	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
SOVERBY	2	0	>99.9%	2	0	>99.9%	>99.9 %		2	0	>99.9%	>99.9%	50.0%	>99.9%	66.7%	>99.9%
IKa!l Garib Local Municipality	32	2	93.8%	32	2	93.8%	95.7 %		32	2	93.8%	>99.9%	46.9%	>99.9%	64.6%	>99.9%

Chapter 1

<<< June 2015 >>>

Physical, Organoleptic SANS 241 : 2015 Compliance - Supply System Summaries

System	Water Quality										Monitoring Compliance			CERTIFIED DATA
	Analysis			Samples			Sites				Monthly	Annual	Total	
	Total	Failures	%	Total	Failures	%	Total	Failures	%	Coverage				
ALHEIT	6	0	>99.9%	2	0	>99.9%	2	0	>99.9%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
AUGHRABIES	9	3	66.7%	3	3	0.0%	3	3	0.0%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
BLOEMSMOND	6	1	83.3%	2	1	50.0%	2	1	50.0%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
CILLIE	6	1	83.3%	2	1	50.0%	2	1	50.0%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
CURRIESKAMP	6	0	>99.9%	2	0	>99.9%	2	0	>99.9%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
Kakamas Bulk Water	9	0	>99.9%	3	0	>99.9%	3	0	>99.9%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
Keimoes Bulk Water	9	0	>99.9%	3	0	>99.9%	3	0	>99.9%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
LENNERTSVILLE	15	0	>99.9%	5	0	>99.9%	5	0	>99.9%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
LUTZBURG	6	0	>99.9%	2	0	>99.9%	2	0	>99.9%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
MARCHAND	6	1	83.3%	2	1	50.0%	2	1	50.0%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
Riemvasmaak - Sending	3	0	>99.9%	1	0	>99.9%	1	0	>99.9%	>99.9%	0.0%	75.0%	37.5%	>99.9%
Riemvasmaak - Vredesvallei	9	0	>99.9%	3	0	>99.9%	3	0	>99.9%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
SOVERBY	6	0	>99.9%	2	0	>99.9%	2	0	>99.9%	>99.9%	50.0%	>99.9%	75.0%	>99.9%
IKaai Garib Local Municipality	96	6	93.8%	32	6	81.3%	32	6	81.3%	>99.9%	46.9%	98.4%	72.7%	>99.9%

Chapter 1

Sanitation Services

- Feasibility studies taking place to develop Waste Water Treatment plants for Kakamas, Keimoes and the surrounding areas.
- Regular maintenance on sewerage pump stations to avoid sewerage spillages.
- Monthly monitoring of oxidation pond's effluent quality.

2013 Municipal Greendrop Score = 34.06%

Greendrop Compliance Summary:

Compliance Summary - June 2015 Filter by: **Public - Municipal** Selected Period: **Jun 2015**

General Information			Monitoring Compliance [%]			Microbiological Compliance [%]			Physical Compliance [%]			Chemical Compliance [%]		
Works Name	Works Id	Works Submitted	May 2015	Jun 2015	12 Months	May 2015	Jun 2015	12 Months	May 2015	Jun 2015	12 Months	May 2015	Jun 2015	12 Months
Kakamas	458	N/A	59.00	65.00	39.08	0.00	100.00	54.55	100.00	100.00	100.00	0.00	50.00	8.33
Keimoes	472	N/A	93.00	86.00	41.83	0.00	100.00	54.55	80.00	66.67	62.50	0.00	0.00	7.69
Kenhardt	475	N/A	43.00	43.00	26.00	0.00	0.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00
Vredesvallei	1551	N/A	71.00	57.00	35.08	0.00	0.00	0.00	66.67	66.67	64.29	0.00	0.00	0.00

[Return to NC from Kai !Garib - NC082](#)

Note: The '12 Months' column reflects the Average compliance calculated as a percentage [%] over the past year, from the 'Selected Date'.

Compliance below 80%:



Compliance between 80-90%:



Compliance between 90-95%:



Compliance above 95%:



Chapter 1

Solid waste

- Legalizing of Solid Waste Sites
- Operating sites according to conditions of permits
- Refining of waste removal program
- Cleansing of residential areas and open spaces
- Initiate and support recycling activity in the area
- Implementation of Youth Jobs in Waste project to assist municipality by monitoring and cleansing the landfill sites within the area
- Complete the registration of two landfill sites with the assistance of the National Department of Environmental Affairs
- Budgeting for vacant positions for Landfill site personnel
- Registering our landfill sites with SAWS in terms of reporting the tonnages received
- Training of Landfill site personnel
- Minimizing illegal dumping by converting open spaces into recreational areas

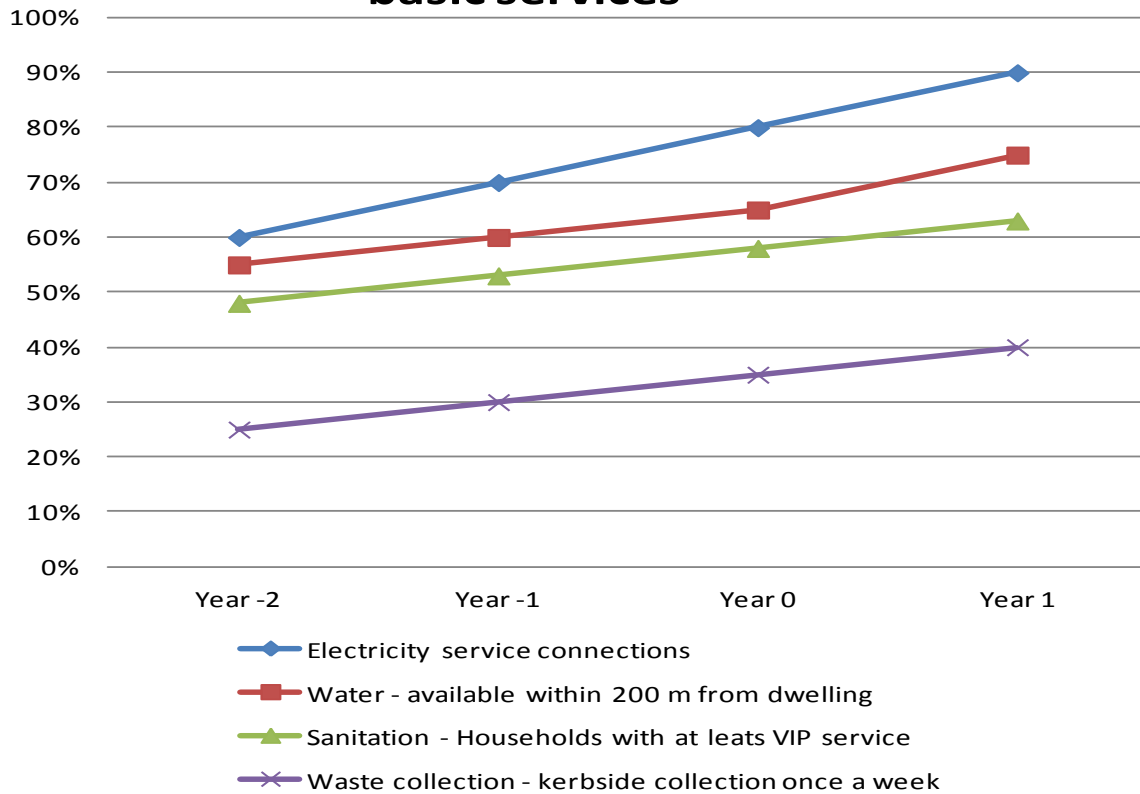
Roads, Parks and Storm water section

- Develop a maintenance program for the section in the municipality
- Reduce the amount of potholes in the municipality
- The rehabilitation of dirt roads
- The resealing of roads within the municipal boundary

T 1.3.1

Chapter 1

Proportion of households with access to basic services



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

Chapter 1

1.4. FINANCIAL HEALTH OVERVIEW

FINANCIAL OVERVIEW

The municipality is in a highly rural area with high unemployment. 78% of the total valuation of the valuation roll comprises bona fide farmers, Residential 10% and businesses 5%. Of the 6748 residential properties the Municipality only supply electricity to 4085 properties. 2663 properties are supplied by Eskom. Only 1432 residential properties have a value in terms of the valuation roll of more than R100, 000. This statistics together with the fact that Kai !Garib Municipality is a one of the geographically largest municipalities makes it difficult to manage and cash flow is challenged.

T1.4.1

Financial Overview - Year 1			
			R'000
Details	Original budget	Adjustment Budget	Actual
Income			
Grants	75 579 000	76 579 000	80 337 927
Taxes, Levies and tariffs	121 302 448	107 666 570	94 718 337
Other	9 046 322	9 423 535	11 806 275
Sub Total	205 927 770	193 669 105	168 862 981
Less Expenditure	-186 709 989	-193 669 107	235 581 981
Net Total*	19 217 781	2	
* Note: surplus/(deficit)			T1.4.2

Operating Ratios	
Detail	%
Employee Cost	38%
Repairs & Maintenance	2%
Finance Charges & Depreciation	3%
T1.4.3	

Chapter 1

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 not allocated yet.

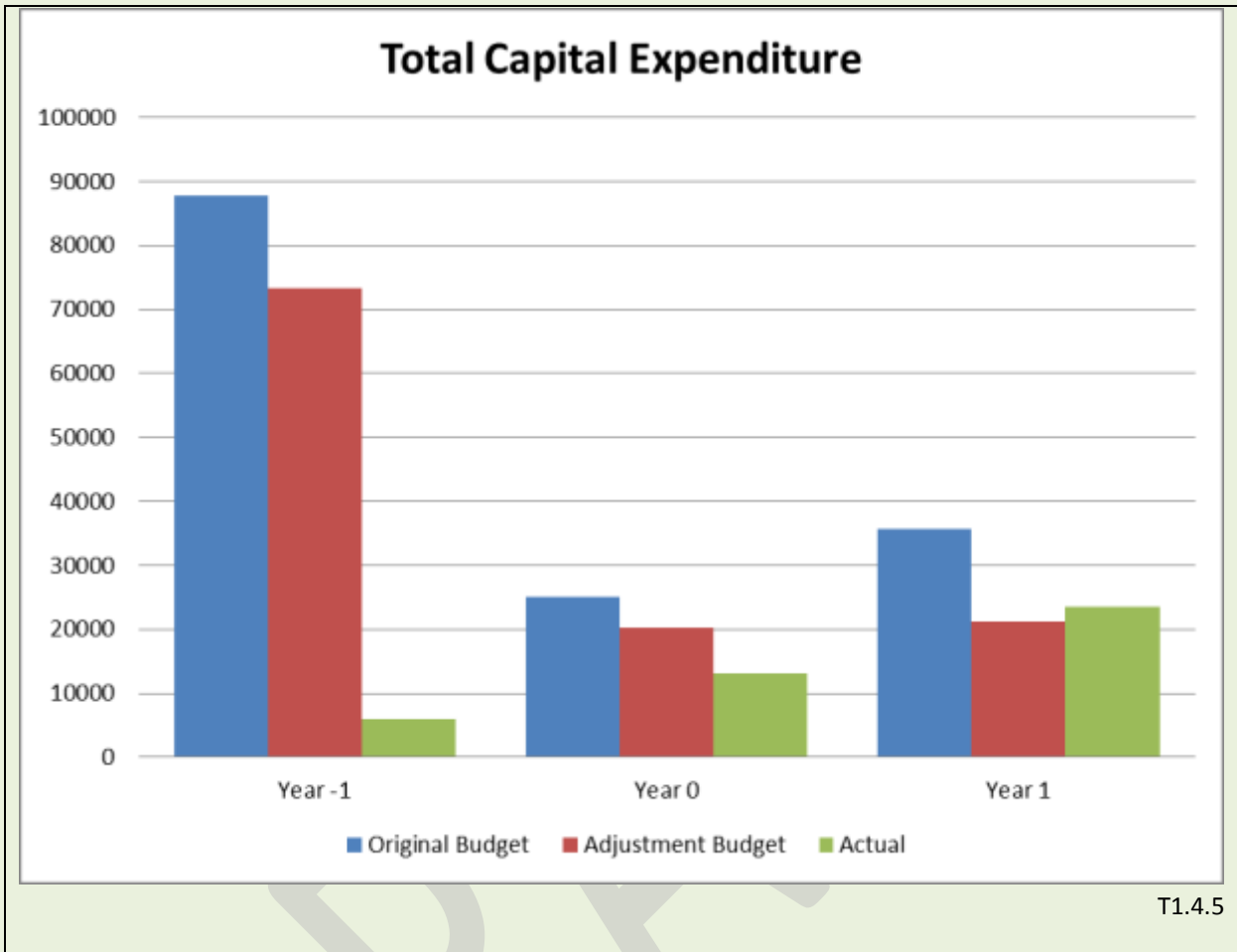
T1.4.3

Total Capital Expenditure: Year -1 to Year 1

R'000

Detail	Year -1	Year 0	Year 1
Original Budget	87752	24968	35654
Adjustment Budget	73247	20234	21161
Actual	6025	13022	23604
T1.4.4			

Chapter 1



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

Chapter 1

1.5. ORGANISATIONAL DEVELOPMENT OVERVIEW

ORGANISATIONAL DEVELOPMENT PERFORMANCE

The municipality has a vacancy rate of 23%. R 420 000 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 2016.

T 1.6.1

Chapter 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	May 2015
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 2015
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 2015 – October 2015
12	Municipalities receive and start to address the Auditor General's comments	November 2015
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 2015
17	Oversight report is made public	
18	Oversight report is submitted to relevant provincial councils	

Chapter 1

19	Commencement of draft Budget/ IDP finalisation for next financial year. Annual Report and Oversight Reports to be used as input	January 2016
		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) of the Municipal Structures Act 117 of 1998

- (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 2015 – 30 June 2016	12
Executive Committee Meetings	1 July 2015 – 30 June 2016	6

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 Municipality.

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
	SPEAKER (Cllr S Jacob)	Ensure the orderly flow of business, provide the council with political leadership and strategy. Preside over meetings of the council. Identify training needs of councillors and address them.

Chapter 2



CHIEF WHIP
(Cllr WD Klim)

The Chief Whip bear the leadership responsibility of motivating, advising and instilling discipline among all members.

EXECUTIVE COMMITTEE (Chaired by the Mayor) (Cllr DW Fienies 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

Chapter 2

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

Chapter 2

 AV Du Plessis	5	No	
 W Afrikaner	6	No	
 WB Kamfer	7	No	
 DW Fienies	8	No	

Chapter 2

 E Fritz	9	No	
 E Mompe	PR	Yes	
 E Meyer	PR	Yes	
 MMJ Titus	PR	Yes	

Chapter 2

 AV v/d Westhuizen	PR	Yes	
 AM van Wyk	PR	Yes	
 CH. Markgraaff	PR	Yes	

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 6 proportional councillors.

It is led by the African National Congress (ANC) with eleven (11) representatives, four (4) representatives from the Democratic Alliance (DA) and two (2) from the Congress of the People (COPE).

Chapter 2

Councillors Solomon and Styles resigned from COPE during April and Councillor E Mompe was sworn in for cope on 01 May 2014 and Councillor Fritz was sworn in for the ANC 02 July 2014.

T2.1.2

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

The Executive Committee and Council

Committee for Municipal Public Accounts (MPAC)

(Members of the MPAC: Cllrs WD Klim, AC Snyers, AV Du Plessis, A van Wyk, E Mompe and Mr. G Lategan)

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.

Chapter 2

In accordance with the MFMA s 61 (1)

The accounting officer of a municipality must –

- (a) Act with fidelity, honesty, integrity and in the best interests of the municipality in managing its financial affairs;
- (b) disclose to the municipal council and the 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 the mayor; and
- (c) seek, within the sphere of influence of the accounting officer, to prevent any prejudice to the financial interests of the municipality.

T2.2.1

Chapter 2

TOP ADMINISTRATIVE STRUCTURE



TIER 1
ACTING MUNICIPAL MANAGER
(Mr GJ Lategan)

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, Internal Audit & Risk Management, Performance Management, Health and Safety and Local Economic Development.



DIRECTOR: CORPORATE SERVICES
(Adv. RS Neethling)

Responsible for the following functions : Legal Services, Secretariat, Public safety and Human Resources



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

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



DIRECTOR: FINANCE
(Mr J Krapohl)

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

Chapter 2



DIRECTOR: PLANNING AND DEVELOPMENT
(Mr J Mac Kay)

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

Chapter 2

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 on, 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 ENTITIES

Currently the Municipality has no relationship with any municipal entities.

T2.3.3

Chapter 2

DISTRICT INTERGOVERNMENTAL STRUCTURES

The ZF Mgcawu District intergovernmental structure consists of all the 5 local municipalities and the regional government departments.

Act 117 of 1998 which is the Municipal Structures Act states in Section 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.

The Risk Committee was established during the 2014/15 financial year.

The Audit Committee was appointed on 01 July 2014.

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. Communication is also exercised through the use of Community Development Workers, Ward Committees as well as information sessions.

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

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	2-Feb-15	1	IDP Team	45	Feedback is provided during meetings unless otherwise stated
	2-Feb-15	1	IDP Team	45	
	10-Feb-15	1	IDP Team	68	
	10-Feb-15	1	IDP Team	51	
	11-Feb-15	1	IDP Team	25	
	11-Feb-15	1	IDP Team	48	
	12-Feb-15	1	IDP Team	26	
	12-Feb-15	1	IDP Team	30	
	16-Feb-15	1	IDP Team	39	
	16-Feb-15	1	IDP Team	58	
	17-Feb-15	1	IDP Team	104	
	17-Feb-15	1	IDP Team	38	
	18-Feb-15	1	IDP Team	114	
Total				691	

Chapter 2

COMMUNITY PARTICIPATION OF IDP REVIEW 2015/2016 SECOND ROUND

Ward	Categories	Community Inputs
Kenhardt Ward 9	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	Municipal Services (Refuse Removal/Sewerage):	➤ Demand for bins in strategic locations in town and suburb

Chapter 2

Lennertsville, Soverby, Currieskamp, Blaauwskop, Keimoes Dorp, Noodkamp, Gamakor, Akasia Park, Bloemsmond	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 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

Chapter 2

		➤ 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/Sewerage):	➤ 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, Langverwacht, Lutzburg, Alheit, Cillië, Bloukamp, Neus, Kromhousd	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 Cillië 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/Sewerage):	➤ HMO dumps garbage at squatter camp which is very unhealthy and unhygienic ➤ Water problem is encountered at the toilets of the school in Cillië. 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, Noudonsies,	Municipal Accounts:	➤ Appeal is made to Council to find ways to motivate people to pay their services

Chapter 2

Marchand		➤ 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/Sewerage)	➤ 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 ➤

Chapter 2

Friërsdale, Warmsand, Forster-eiland, Loxtonvale, Tkabies	Municipal Accounts:	
	Road Infrastructure :	
	Drinking Water and other water related issues:	➤ There are no shops in Friërsdale, 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/Sew erage):	➤ Can the council help with sewer system?
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.

Chapter 2

	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

Chapter 2

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?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	Yes
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?	Yes
* 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 for Risk Management has been filled during April of the 2013/14 financial year and the municipality also appointed a Risk official during the 2014/15 financial year.

A complete risk assessment was done at the beginning of the 2014/15 financial year. All the policies and charters were approved and implemented. The Risk Management Committee has been established and consists of all the directors of the municipality. Risk follow ups were completed for quarter four and all the reports were timeously submitted to the Municipal Manager, Internal Auditor and the Audit Committee. All exceptions raised by internal audit were resolved for 2015/16.

T2.6.1

Chapter 2

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.”

Kai !Garib acknowledged the need for an Internal Auditor during the 2013/14 financial year and has thus already budgeted for the post for the new financial year. The post has subsequently been filled. The municipality approved its Fraud Prevention Policy on 29 June 2015.

According to section 6 of the policy the Internal Audit unit will investigate all complaints of fraud and corruption with the assistance of different Units/ Departments and individuals.

All whistleblowers’ identities will remain confidential to prevent victimization. According to section 7.3 of the policy, any action to cover up and or to retaliate against or victimize witnesses is strictly forbidden and constitutes punishable conduct within the municipality.

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.

Chapter 2

The Supply Chain Management Policy was approved and implemented at the end of June 2014.

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

Chapter 2

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	Yes	
All current budget-related policies	Yes	
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	Yes	
All service delivery agreements (Year 1)	N/A	
All long-term borrowing contracts (Year 1)	N/A	
All supply chain management contracts above a prescribed value (give value) for Year 1	N/A	
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	N/A	
Contracts agreed in Year 1 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	N/A	
Public-private partnership agreements referred to in section 120 made in Year 1	N/A	

Chapter 2

All quarterly reports tabled in the council in terms of section 52 (d) during Year 1	Yes	
<i>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.</i>		
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

Details of policies and document reporting which took place for the financial year.

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

T2.10.1.1

Chapter 2

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