

2023/24

TSANTSABANE LOCAL MUNICIPALITY ANNUAL
REPORT

Volume II

31 August 20234

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Contents

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. This template provides an update to the MFMA Circular No. 11, issued in January 2005.

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.

The financial years contained in this template are explained as follows:

- Year -1: The previous financial year;
- Year 0: The financial year of reporting;
- Year 1: The following year, mostly requires future targets; and
- The other financial years will follow a similar sequence as explained above.

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

July 2012

Chapter 1

CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: MAYOR’S FOREWORD

MAYOR’S FOREWORD

a. Vision:

The Council adopted a vision that desire a “Tsantsabane must continually strive to provide quality services for its communities through economic emancipation and empowerment and the promotion of a transparent administration”

b. Key Policy Developments:

For the 2023/2024 the focus of the municipal council remained improving financial management and oversight, maintenance of service delivery and facilitating bulk infrastructure development to achieve necessary economic development and human settlement projects.

Though intensive social labour plans of mines and social economic development plans of the solar companies leverage partnership towards effective development of our communities.

c. Key Service Delivery Improvements:

The tabling of the 2023/2024 annual report for the Tsantsabane Local Municipality as per the provisions of section 127(2) of the Municipal Finance Management Act (MFMA) the purpose of the annual report is to provide detailed but high-level public account on service delivery and developmental interventions implemented by the municipality for the period under review. The details of this public account are prescribed to reflect specific areas of the municipal legislative and policy operational framework, but it also provides space to cover extraordinary events/details to enable balance picture on municipal performance.

This annual report enables a sobering opportunity to account on the systematic steps the municipal council has undertaken to improve on the corporative governance and service delivery expectations but also to respond to audit improvement targets set following the outcomes of the 2023/24 Audit Report. This final report is developed and submitted but at the same time marks the Council commitment to ensure organisational turn around by submitting the 2023/2024 Annual Financial Statement and all related documents by 31st August 2024 as per legislative prescript.

Key focus towards correcting matters as emphasized in the 2023/24 Auditor General’s report for the 2023/2024 annual report are answers to a question “how do we fix this going forward?” Not in a simplistic form though but through concerted commitment to implement consequence management, strengthen internal controls, implement revenue enhancement, and credit control measures to sustain basic service delivery. As we submit the 2023/2024 AFS and related documents to the Auditor General the following progress is made in the systematic implementation of audit improvement plan interventions: -

Chapter 1

The council continue to encourage and empower communities and stakeholders regarding decision-making, implementation, and monitoring. This is done through ward participatory systems such as community consultation meeting and council events.

The Municipality continues to face challenges in certain areas. This includes ageing water infrastructure and use of asbestos-cement pipes, old electricity network, overburden wastewater treatment plant. Informed by the masterplan documents (water, sewer, and electricity) the municipality taken strategic view to use the 4,2 Tsantsabane Mixed typology and Integrated Infrastructure Project as the catalyst to respond to service delivery and socio-economic development challenges within the municipality.

During the period under review the Municipality appointed key officials namely the Town Planner, Building Inspector, Superintendent Electricity, Electrician, Manager Strategic Support and Manager for the Mayor Office. The Council has not yet appointed the New Audit Risk and Performance Committee (ARP) and the Finance Misconduct Disciplinary Board (FMDB).

On behalf of the administration of Tsantsabane Local Municipality, we wish to express our profound gratitude to the political leadership provided by the Council, Mayor and Executive Committee. Without their support, leadership, and oversight very little would have been achieved under the period in review. Our staff continue to play an important role in ensuring that service delivery is accelerated as our people demand that we expeditiously discharge our mandate. We shall continue accelerating the delivery of services through service delivery innovations

Cllr Helena English

Mayor

(Signed by :) _____

Mayor/Executive Mayor

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Chapter 1

COMPONENT B: EXECUTIVE SUMMARY

1.1. MUNICIPAL MANAGER'S OVERVIEW

MUNICIPAL MANAGER'S OVERVIEW

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1.2. MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

INTRODUCTION TO BACKGROUND DATA

The municipality has no entities. Provision for housing is primarily a function of the District municipality and the Provincial department. Financial constraints of the municipality remains a continuous challenge due to factors of population growth, service non-payment culture, limited internal capacity however but with intergovernmental and local key stakeholders support continuous positive strides are made in the provision of water, electricity, refuse removal, roads and storm water drainage. Through the master planning creative approaches are implemented to resolve backlogs, and continuous IDP reviews are effected to address these challenges.

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ELECTRICITY

In terms of the NERSA (National Energy Regulator of South Africa) license issued to the Tsantsabane Local Municipality (TLM) Electricity and Energy department, the department can only provide electrical services to TLM areas defined in the license. These areas are mainly within the so-called urban edge.

NERSA (National Energy Regulator of South Africa) license was issued to Eskom to provide electrical service outside the urban edge.

The two licensed supply areas have led to a few issues being dealt with at the National level. However, most municipalities have the same issues caused by the two licensed areas, as the two entities have different standards.

Eskom

- **STREET LIGHTING.** Street lighting is provided in the urban edge of the Eskom-licensed electricity supply area.
TLM provide street lighting in these areas as they receive no income from Eskom's electricity sales. Eskom's tariff does not cater for street lighting, unlike the TLM tariff, which is higher than Eskom's, allowing for the provision of streetlights.
- **SUPPLY:** Eskom provides the minimum size of connection to RDP consumers (20 amps), while TLM do not provide electricity supply to RDP consumer. Greenfields is a mixed typology where TLM supply 20 amps electricity.
- **CREDIT CONTROL:** Eskom does not allow TLM to carry out credit control using the Eskom-installed meters as TLM does within the TLM electrical network.

Chapter 1

TLM's Electricity Departments mandate is to provide a safe, reliable and effective service to all legal consumers within the licensed area; while TLM endeavours to meet this mandate, some challenges are not within the control of the Department, which hampers service delivery:

The proliferation of informal dwellings due to the migration of people from rural areas in search of employment. This has led to illegal connections which overload the electrical network causing interruption of service to the communities that are legally entitled to it.

Vandalism and theft have substantially increased, with over 200 incidents that impact the electrical service. The funding set aside to carry out essential maintenance and capital works is used to repair and replace vandalized equipment and leads to deferred maintenance.

WATER AND SANITATION

TLM is a Water Services Authority (WSA) and a Water Services Provider (WSP), providing water, sanitation, and scientific services, with their primary duty being the provision of water and sanitation services to the City. The Bloem Water Board is an appointed WSP, providing bulk services to some areas of the City. The municipal Water Division achieved 94% compliance with prescribed national water quality standards in the year under review.

The Sanitation Division set a target of 75% compliance with effluent quality from its wastewater treatment works. This target was established to recognise required improvements to wastewater treatment due to ageing infrastructure, less robust treatment technology used in some treatment works and overloading in some systems. As a result, the overall average compliance of the 15 wastewater treatment works is 76% in the year under review, against the prescribed minimum target of 90% in the Green Drop Certification system.

Access to piped water has remained at 99% in the year under review. Similarly, access to adequate sanitation (Flush Toilets and VIPs) increased from 85% in the last financial year to 87% in the year under review. The Constitution entrusts the national Department of Water and Sanitation to manage national resources to meet the basic human needs of present and future generations, promote equitable access to water, and reduce and prevent water pollution, amongst other responsibilities. However, climate change and severe droughts impose major challenges to water supply and ground water pollution.

ROADS AND STORMWATER MANAGEMENT

The roads branch's core mandate is to provide a safe all-weather road network for all road users within the metropolitan area. A road network in good, efficient road network is the key to the growth and development of a city. Most investors look for access to local and international markets through seamless integration between road, rail, sea and air transportation.

All major towns with high growth and economic development levels have excellent roads and logistics infrastructure.

The TLM roads network consists of ± 100 km of surfaced and gravel roads network. With an estimated replacement cost of R88,8 mil. The surfaced roads network, which includes Asphalt, Concrete and Block Paved Roads and a Gravel roads network of ± 1,637 km. The Roads Branch had an annual capital budget allocation of R486.7 million for the rehabilitation, upgrade, resurfacing and regravelling

Chapter 1

of road infrastructure in town (Roads provision) for the 2022/2023 financial year. In addition, R7,7 million was allocated under the operational budget to maintain existing roads.

Postmasburg

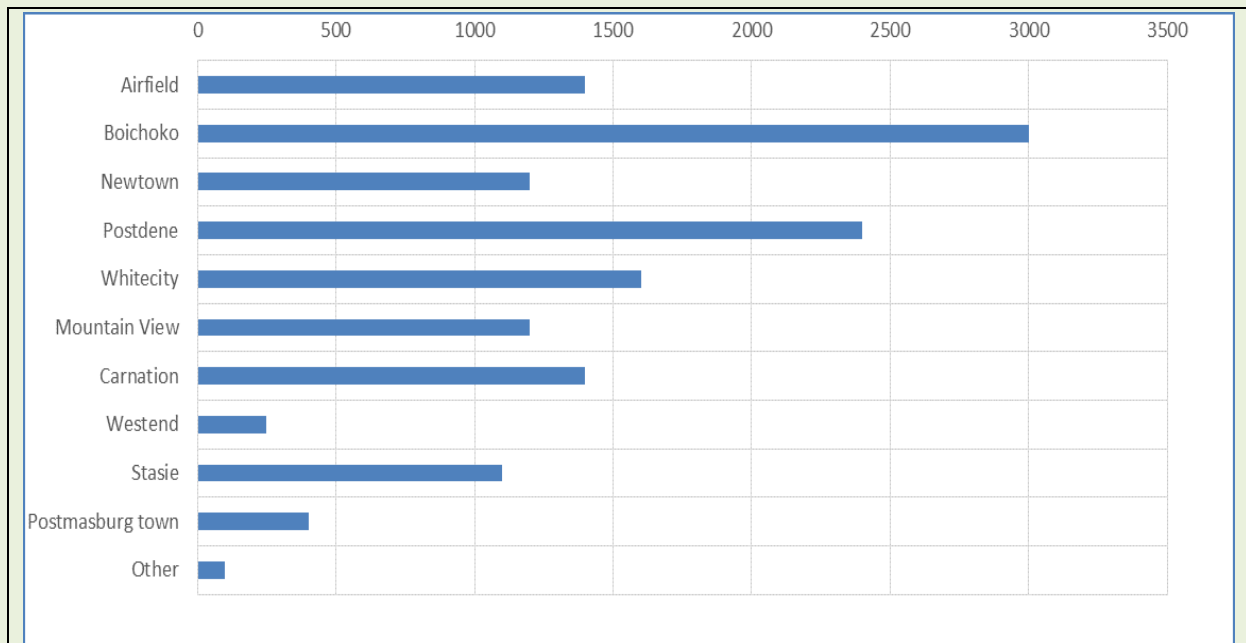
Town in South Africa

Postmasburg is a town in the Northern Cape province of South Africa, located approximately 170 km east of Upington. Town 67 km (42 mi) north of Griquatown and 58 km (36 mi) west-south-west of Daniëlsskui. Originally a station of the London Missionary Society called Sibiling, it became a Griqua village with the name Blinkklip. It was proclaimed a town on 6 June 1892 and named after the Reverend Dirk Postma (1818-1890), founder of the Reformed Church. Source: [Wikipedia](#)

Area of Postmasburg	13.5 km²
Population	28,785
Male Population	14,960 (52%)
Female Population	13,825 (48%)
Population change from 1975 to 2015	+116.7%
Population change from 2000 to 2015	+18.8%
Median Age	25.8 years
Male Median Age	25.8 years
Female Median Age	25.8 years
Timezone	South Africa Standard Time

Chapter 1

Population Details									
Age	2015/16			2016/17			Population '000		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Age: 0 - 4	1844	1845	3689	1727	1846	3573	1481	1443	2924
Age: 5 - 9	1500	1542	3042	1546	1708	3254	1255	1299	2554
Age: 10 - 19	3175	2919	6094	3802	3221	7023	2722	2512	5234
Age: 20 - 29	4199	3296	7495	4924	4178	9102	3493	2753	6246
Age: 30 - 39	3159	2516	5675	4004	2649	6653	2515	2039	4554
Age: 40 - 49	2008	1843	3851	2375	1867	4242	1566	1493	3059
Age: 50 - 59	1388	1353	2741	1567	1342	2909	1083	1116	2199
Age: 60 - 69	727	832	1559	808	858	1666	564	693	1257
Age: 70+	365	586	951	335	589	924	283	478	761
Source: Statistics SA									T 1.2.2

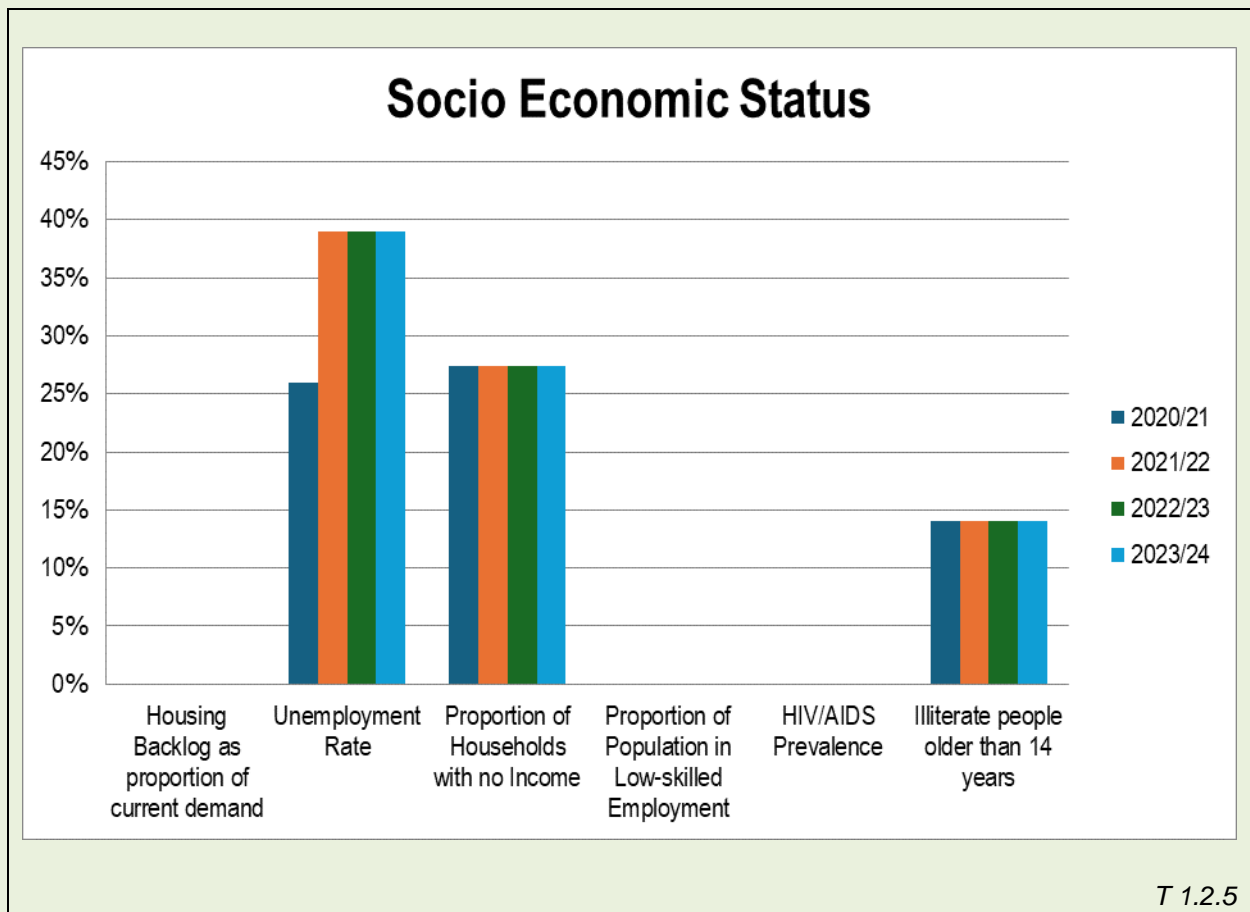


Households surveyed by settlement source www.miningdialogues360.co.za

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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 14 years
2020/21		26%	27%			14%
2021/22		39%	27%			14%
2022/23		39%	27%			14%
2023/24		39%	27%			14%
Source: Mining Dialogues 360% www.miningdialogues360.co.za						T 1.2.4



Chapter 1

Overview of Neighbourhoods within 'Tsantsabane Municipality'		
Settlement Type	Households	Population
Towns		
Postmasburg	400	
Airfield	1400	
Sub-Total	1800	Unknown
Townships		
Posdene	2400	
Newtown	1200	
Westend	2500	
Whitecity	1600	
Boichoko	3000	
Stasie	1100	
Sub-Total	11800	
Rural settlements		
Skeyfontein	450	
Maaremane	population unknown	
Groenwater	population unknown	
Sub-Total	450	
Informal settlements		
Carnation	1400	
Mountain view	1200	
Sub-Total	2600	
Total	14050	#VALUE!
T 1.2.6		

Natural Resources	
Major Natural Resource	Relevance to Community
IRON ORE	JOB CREATION AND ECONOMIC BOOST
MANGANESE	JOB CREATION AND ECONOMIC BOOST
SOLAR ENERGY	JOB CREATION Natural AND ECONOMIC BOOST
DIAMONDS	JOB CREATION AND ECONOMIC BOOST
T 1.2.7	

Chapter 1

COMMENT ON BACKGROUND DATA:

The macro environment influences the market or industry in which a business is operating. The market or industry analysis gives a better understanding of the market or players in the industry, showing who the market leaders are. The influence, positive or negative, can impact local business conditions because of several factors such as the decrease in expenditure, equipment, retrenchment, or general working conditions such as overtime which ultimately affects disposable income of the employees and local macro environment, they live in. The opposite can also be a reality, meaning the expansion in the mining industry can create many business opportunities for entrepreneurs and therefore also more job opportunities.

T 1.2.8

1.3. SERVICE DELIVERY OVERVIEW

SERVICE DELIVERY INTRODUCTION

The unit still maintains its mandate on serving the community with quality water which comply with DWA standards (SANS 241) even though there are still challenges for example the rapid population growth of the greater Tsantsabane which results in informal settlements, which puts more pressure on service delivery and plays a negative role in terms of infrastructure capacity (reservoir) and old network infrastructure (asbestos pipes) which reduces water pressure to our users.

The Unit still serves the community with pride, maintaining the sewer networks (blockages) to curb spillages which can result in environmental health and hygiene hazards. Another challenge is the continuous theft of manhole lids which are sold for scrap and misuse by the community which may result in unwanted material packed into our system. Furthermore, the network was not designed for the load that it is currently experience the treatment works (Rapid population growth is a huge challenge).

T 1.3.1

ELECTRICITY

The Electricity Department's mandate is to provide electricity to all TLM legal electricity consumers in an efficient, reliable, and safe manner. The license issue to TLM requires the electricity department to comply with NRS 047 Quality of Service and NRS 048 Quality of Supply.

The Electricity Department provides the required service through its three sections:

PMU (Consultants): This section is not in the municipal organogram and the municipality appoint consultants to assist with, the design, and municipality appoint contractors for installation.

Operation and Maintenance: This section is responsible for the electrical network's operations and maintenance by operating in line with MV, LV and maintaining the electrical infrastructure. A 24-hour standby service is provided to consumers. Renewal and upgrading of the electrical assets to ensure that the electrical service implements best practices and equipment to provide an optimal electrical service.

Chapter 1

WATER AND SANITATION

The municipality currently supplies six kilolitres of free basic water per month to all registered indigent consumers within the formal settlements in urban areas and unregistered rural and informal settlements. Approximately 11 360 households have access to a basic water supply. In addition, about 10 959 households have access to basic sanitation services in either flush toilets in urban areas or Ventilated Pit Latrines (VIPs) in informal areas. The remaining consumers have a water supply below a basic level of service through a water tanker trucks delivering water to the strategically positioned polymer tanks or into hand-held drums.

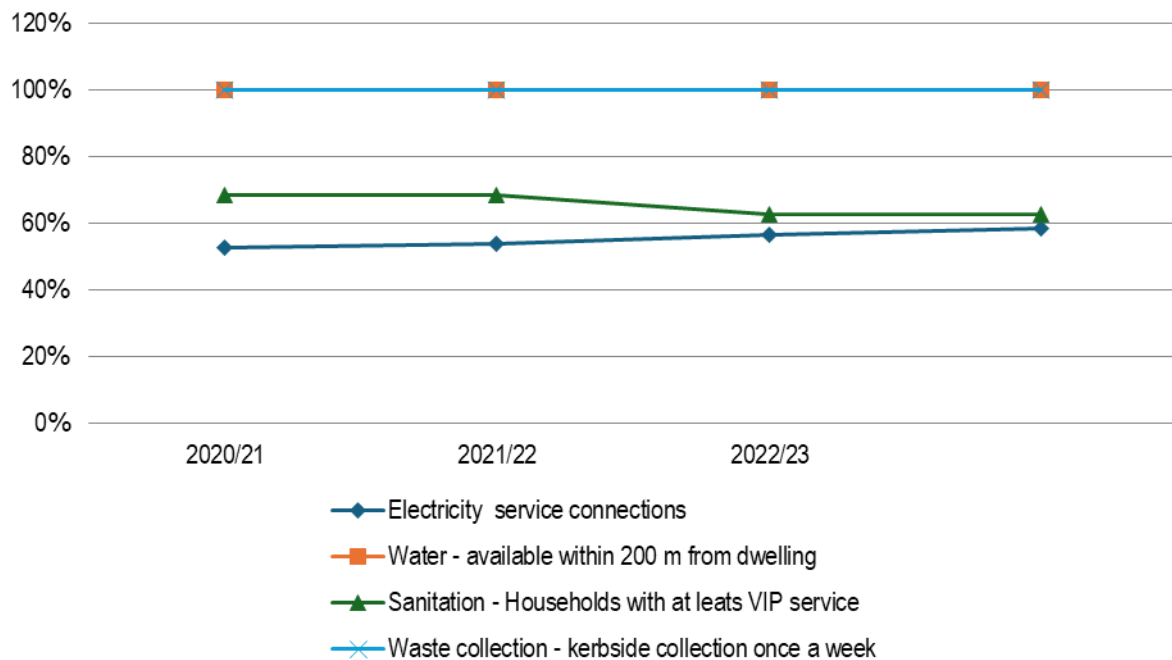
Budgetary constraints and the ageing infrastructure have imposed a major challenge to improving access to basic water services, operations and maintenance of the existing infrastructure. Furthermore, water network integration in some areas, especially in rural systems, makes it difficult to optimize available water resources and ensure service continuity even in infrastructure breakdown. In addition, increasing sewage overflow incidents due to the deposition of foreign objects into the system, theft, vandalism, illegal electricity connections, and inadequate sewer capacity in some catchments threaten the environment. This leads to prolonged sewage spillages into the environment and, thus, increased health hazards to our communities.

ROADS AND STORMWATER MANAGEMENT

TLM Roads and Stormwater branch falls under the directorate of Technical Services and is responsible for the construction, maintenance and control of all proclaimed roads within its jurisdiction. However, it must be noted that roads within the municipal boundaries fall under the control of other authorities, such as Provincial Roads and Private Roads. The Roads and Stormwater branch is also responsible for rehabilitating, maintaining, and upgrading stormwater infrastructure within the municipal boundary. Existing stormwater pipes and drainage structures. The existing stormwater infrastructure consists of ±21,000 manholes, kerb inlets, headwalls and other inlet and outlet structures. In addition to this, there are ±600 km of stormwater pipes and culverts.

Chapter 1

Proportion of households with access to basic services



T 1.3.2

COMMENT ON ACCESS TO BASIC SERVICES

TLM Electricity and Energy Department implement electrification projects within the TLM license area in line with the DoE's universal access policy. This access has been expanded to include informal areas that meet the basic electrification criteria.

All low-income dwellings are provided with a basic electrical service of a, once registered with the finance department, 20 amps supply and access to the network.

In ensuring that all households connected to the TLM and Eskom Electrical network have access to electricity and can benefit from the service provided, indigent consumers receive a monthly allocation of 50 free units.

A further benefit provided to indigent consumers connected to the electricity grid is the waiver of the subsidized service connection fee, and the connection is provided at no cost to the indigent consumer.

In terms of the electricity backlog, this is affected by three elements:

- When discussing back logs clarity needs to be made on what a backlog is in electrification. Backlog in terms of universal access refers to the electrification of new informal dwellings, with only recently built dwellings (shacks) being unelectrified. The backlog sits at around 4800c dwellings.
- The electricity and energy department has electrified 1 000 households in informal settlements.

Chapter 1

WATER SUPPLY SERVICES

The municipality achieved 99% access to basic water supply services in the year under review. However, approximately 1% of households still need to be served, mostly in rural areas. These villages are getting water supplied through a water cart delivering water to the strategically positioned polymer tanks or into hand-held drums. This arrangement is a temporary measure and is not in line with the minimum standards. However, efforts are being made to extend access to adequate water supply services to these villages in short to mid-term. A combination of bulk water infrastructure and reticulation is required to provide adequate water services to approximately 2,947 households.

SANITATION SERVICES

The municipality achieved 85% access to basic sanitation services in the year under review. However, approximately 15% of households still need to be served, mostly in informal settlements in urban and rural areas. While the municipality is trying to provide ablution facilities in informal settlements at a targeted rate of 1 flush toilet seat for every 60 households, there are still areas where sanitation services could be better. The provision of sanitation services in informal settlements is also a moving target due to several new informal settlements in various areas across the municipality. Vandalism of existing ablution facilities provided to some informal settlements is also a huge challenge. Approximately 2,300 households in rural areas currently have no sanitation services. The municipality provides new VIPs to rural areas at a rate between 60 yearly, depending on the available budget. The sanitation backlog in rural areas is expected to be eradicated in the next 3-5 years. However, there is still a growing challenge of the required emptying of existing VIPs provided in the last 10-20 years.

WASTE COLLECTION

The City currently provides waste collection services to urban and sub-urban areas, including formal and informal settlements. However, there is an increase in the demand for these services due to migration to the City, mushrooming of informal settlements, the establishment of villages and land evasion, putting pressure on existing resources for service provision.

The following constraints hamper the Waste Collection operations:

- Long distance travelled by trucks between waste collection points to a disposal site (~50 km).
- Frequent breakdowns of trucks have a knock-on effect that leads to delayed service provision and backlogs.
- Absence of bulk waste transport infrastructure
- Waste pickers in landfill sites (permit non-compliance)
- The growing rate of illegal dumping of waste and littering of waste

Proportion of Households with minimum level of Basic services				
	2020/21	2021/22	2023/24	2023/24
Electricity service connections	53%	54%	57%	59%
Water - available within 200 m from dwelling	100%	100%	100%	100%
Sanitation - Households with at least VIP service	68%	68%	63%	63%
Waste collection - kerbside collection once a week	100%	100%	100%	100%

T1.3.2

Chapter 1

1.4. FINANCIAL HEALTH OVERVIEW

FINANCIAL OVERVIEW

The municipality has no entities. Financial constraints of the municipality remains a continuous challenge due to factors of population growth, service non-payment culture, limited internal capacity however but with intergovernmental and local key stakeholders support continuous positive strides are made in the provision of water, electricity, refuse removal, roads and storm water drainage. Through the master planning creative approaches are implemented to resolve backlogs, and continuous IDP reviews are affected to address these challenges.

T 1.4.1

Financial Overview: Year 0			
			R' 000
Details	Original budget	Adjustment Budget	Actual
Income:	395 879 483	414 863 866	239 105 845
Grants	143 421 227	142 382 419	105 256 365
Taxes, Levies and tariffs	252 458 256	272 481 447	133 849 480
Other	0	0	0
Sub Total	395 879 483	414 863 866	239 105 845
Less: Expenditure	312 909 857	346 086 787	280 293 082
Net Total*	82 969 626	68 777 079	-41 187 237
* Note: surplus/(defecit)			T 1.4.2

Operating Ratios	
Detail	%
Employee Cost	31%
Repairs & Maintenance	2%
Finance Charges & Impairment	13%
	T 1.4.3

COMMENT ON OPERATING RATIOS:

Liquidity Ratio: The rate of 1.6:1 is regarded as being within the National Treasury norm that ranges between 1.5 - 2:1. The ratio measures the Municipality's ability to meet its Current Liabilities. A lower ratio indicates a situation of weakened liquidity position. The City can still pay Current Liabilities with available Current Assets but is investigating Revenue Enhancement Strategies to strengthen the Current Asset position.

Chapter 1

Cost Coverage: This ratio explains how many months' expenditure can be covered by the cash and other liquid assets available to the Municipality, excluding utilising grants. This rate is one month and is within the National Treasury norm of 1 - 3 months.

Total Outstanding Service Debtors: The rate of outstanding service debtors is currently 41.1%. Outstanding debtors continue to be a focus for the City, which is continuously implementing methods to decrease this rate to a manageable level. The City continues to explore efforts to reduce outstanding services debtors and improve its Collection Ratio above the budget of 90.5%.

Debt Coverage: It reflects the number of times debt payments can be made within operating revenue (excluding grants).

This, in turn, represents the ease with which the City can make debt payments. This rate continues to improve; it is 102,1% as of 30 June 2022. This indicates that the Metro's long-term debt is decreasing due to the City not taking up additional loan funding during the 2023/2024 financial year. As a result, the City can borrow additional financing to invest in infrastructure projects. However, due to weak economic performance and a weak collection rate, the process for additional loans is undertaken with caution.

Efficiency: The City maintains its policy to pay its creditors within 30 days. The constant 100% payment levels to creditors highlight this achievement.

Capital Charges to Operating Expenditure: The rate is 0.8% in the 2023/2024 financial year. The City can borrow additional financing to invest in infrastructure projects. However, due to weak economic performance and a weak collection rate, the process for additional loans is undertaken with caution.

Employee Costs as a percentage of Operating Expenditure: The rate of 28.5% is within the norm of 25% - 40%.

Repairs and maintenance as a percentage of Total Revenue (excl. Capital Transfers and Contributions): This represents the proportion of total Repairs and Maintenance compared with Property, Plant and Equipment and Investment

Property at carrying value. The rate remains below the norm of 8% for the City at 1.6%. The City is augmenting its assets maintenance programme by using part of its funding towards capital investment on the renewal of existing assets.

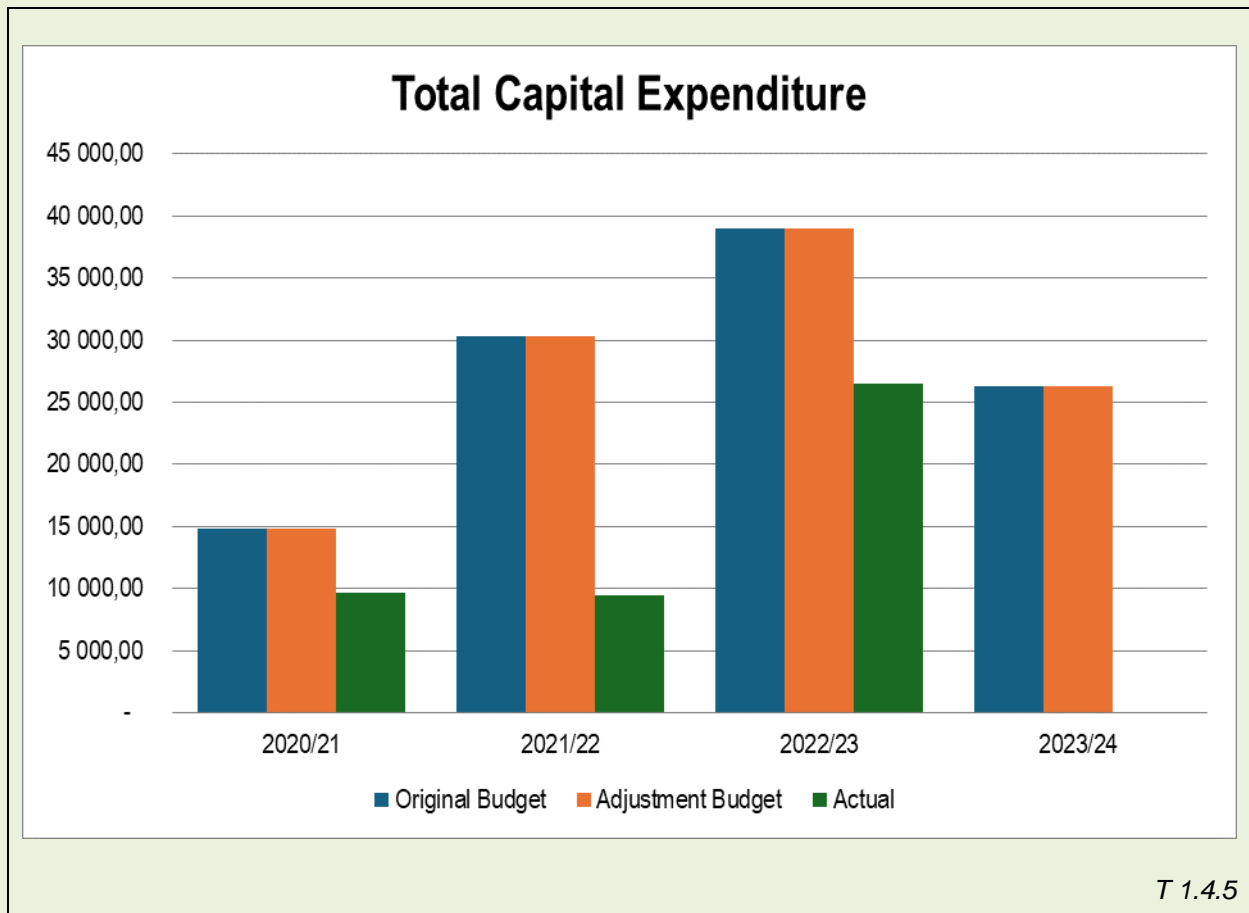
T 1.4.3

Employee Costs is 31% which is within the expected norm of 30% to 35% this was mainly due to vacant post that were filled during the year. Due to serious cash-flow problems, the expenditure on repairs and maintenance was only 2% and finance charges increased 13% due to late payments to Service Providers like ESKOM.

T 1.4.3

Chapter 1

Total Capital Expenditure: Year -3 to Year 0				R'000
Detail	2020/21	2021/22	2022/23	2023/24
Original Budget	14 799,00	30 332,00	39 029,00	26 335,60
Adjustment Budget	14 799,00	30 332,00	39 029,00	26 335,60
Actual	9 650,00	9 412,00	26 492,00	20 343,17
				T 1.4.4



Chapter 1

COMMENT ON CAPITAL EXPENDITURE:

T1.4.5.1

1.5. ORGANISATIONAL DEVELOPMENT OVERVIEW

ORGANISATIONAL DEVELOPMENT PERFORMANCE

The Organizational Development Section is a key transformation agent dealing with the structure of the Municipality to ensure that it remains aligned to its strategy, job evaluation process and change management philosophy. Organisational Development is placed as a separate section in the Human Resources Department.

T 1.5.1

In Chapter 7, Section 51 of the Municipal Systems Act 32 of 2000, a Municipality must establish and organise its administration in a manner that would be responsive to the needs of the local community. Section 67(1) compels the municipality to develop and adopt appropriate systems and procedures to ensure a fair, efficient, effective and transparent personnel administration.

The Directorate must establish and maintain a skilled, healthy labour force guided by relevant policies and system procedures. Organisational Development is key to service delivery. The municipality acknowledges that to meet its service delivery demands, it needs to evolve and be responsive to changing labour market and individual needs, yet be flexible enough to address skills imbalances and shortages. This requires a properly planned and holistic human resources management and development approach.

The TLM (Vision 2030) states that imperatives implemented through the IDP for 2023/24 include programmes that require rigorous planning and quality organisational performance reporting. In addition, translating the broad objectives of the TLM's development plans and strategies into real results depends on a capable workforce. T 1.5.1

1.6. AUDITOR GENERAL REPORT

AUDITOR GENERAL REPORT: YEAR 0 (CURRENT YEAR)

Tsantsabane Local Municipality obtained a qualified audit opinion for the 2021/22 and 2023/24 financial year. An audit action plan has been drafted and is implemented to address the issues raised by AGSA.

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	July 2024
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 0 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 2024
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 2024
12	Municipalities receive and start to address the Auditor General's comments	November 2024
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 2024
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 2024

T 1.7.1

Chapter 1

COMMENT ON THE ANNUAL REPORT PROCESS:

Section 127(2) of the MFMA requires that the mayor of the municipality must, within seven months of the end of the financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control. To comply with the statutory requirements dictated by all relevant legislation that guides the development of the Annual Report, it is critical to meet the timelines set and ensure that all the information provided in the report is credible, useful and reliable. BCMM has met and is within the timelines it has set. TLM has also undertaken reasonable actions to ensure that the information presented in this report is factual and can be supported by evidence. However, any identification of errors must not be seen as a deviation from this intent.

TLM always strives to ensure proper alignment between its plans as contained in the IDP, Service Delivery and Budget Implementation Plan (SDBIP), other plans and how reporting is handled to ensure proper accountability and transparency.

In addition, the prescribed Annual Report process enhances the oversight functions of the Council. By nature, Annual Reports are aligned with the planning documents and municipal budget for the year reported on. This means that the IDP, Budget, SDBIP, In-Year Reports, Annual Performance Reports and Annual Reports should have similar and consistent information to facilitate of following the prescribed timeframes is that the Annual Report information becomes the feeder to the IDP Situational Analysis.

In TLM, organisational performance management is linked to individual performance management through Section 56 managers and general and senior managers' performance agreements. This assists in aligning the entire institutional performance management system.

T 1.7.1.1

Chapter 2

CHAPTER 2 – GOVERNANCE

INTRODUCTION TO GOVERNANCE

“Good governance refers to the capacity of city councils and their partners to formulate and implement sound policies and systems that reflect the interests of local citizens, and to do so in a way that is transparent and inclusive of those with least power and resources.”

T 2.0.1

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO POLITICAL AND ADMINISTRATIVE GOVERNANCE

Note: The Constitution section 151 (3) states that the council of a municipality has the right to govern on its own initiative, the local government affairs of the local community.

Legislative frameworks assign policy-making to politicians while the administration section of local government is tasked with implementation. The Tsantsabane Municipality (NC 085) is comprised of seven (7) Ward Councillors and six (6) proportional Representatives which makes a total of thirteen (13) Councillors. Following the 3rd August 2016 elections, the governance system of the municipal changed from a plenary to a collective executive system, composed of the Mayor, Executive Committee (EXCO), and the Speaker / Chairperson of the Council. Council conduct its affairs through a portfolio committee system.

There is a delegations of power system adopted by Council that separates powers and function but also delegates responsibilities between the various components of the Council and the administration.

T 2.1.0

2.1 POLITICAL GOVERNANCE

INTRODUCTION TO POLITICAL GOVERNANCE

Note: MFMA section 52 (a): The Mayor must provide general political guidance over the fiscal and financial affairs of the municipality

The Mayor assisted by the Executive Committee provided general political guidance over the fiscal and financial affairs of the municipality. The Speaker of Tsantsabane Municipality chairs the proceedings of Council and the Mayor perform Council delegated executive duties as per delegation framework including any ceremonial functions. The Municipality consists of four Committees namely: Corporate and Good Governance, Technical and Community Services, and Financial Viability and Economic Development.

Chapter 2

The Mayor chairs the EXCO and Financial Viability and Economic Development Committee and other two EXCO Members chair other two committees. The Council has appointed committee members and the Accounting officer and Senior Management are compulsory attendants to meetings. There is an effective relationship between the Council and Management, and between Management and Trade Union representatives.

Our Municipality has established an oversight committee (MPAC). MPAC performs an oversight function on behalf of council and is not a duplication of other committees of council, such as the Finance Committee or that of the Audit Committee.

Our audit committee still needs to be appointed by Council and is tasked to assist with internal audit, performance and risk management thus called APRC. The functionality of the APRC has been challenged not due incapacity or lack of commitment by members but due to internal co-ordination incapacity within the municipal internal audit.

COUNCILLORS

Tsantsabane local Municipality in line with Municipal Structures Act (MSA) 58 of 1998: Section 8 (b) and 9 (b) Municipal Structures Act 1999 (as amended), Section 16 (1)[a] of the Northern Cape Provincial Gazette 463 of 2000 the municipal governance structure was amended from Plenary Executive System with ward system to Collective Executive System with ward participatory system. Accordingly, in terms of Section 42 (1) and (2) of the MSA provides for the establishment of executive committee for collective executive and mayoral executive systems type municipality.

POLITICAL DECISION-TAKING

Committees of the Municipality sit with reports from administration and these committees consist of a Chairperson and the Director of that department. Committees deliberate over the reports and recommend to Council for approval. In a full sitting of Council, the Speaker chairs the proceedings and allows chairpersons of different committees to take Council through recommendations from their respective Committees.

T 2.1.1

MUNICIPAL COUNCIL

MAYOR

Cllr Helena English

SPEAKER

Cllr Teise

EXECUTIVE COMMITTEE

Cllr Henry Beets

Cllr Hermanus Deyoung Miennies

COUNCILLORS

Cllr Gail Sibiya

Cllr Dirk Esau

Cllr Kealeboga Tonyane

Cllr Rochelle Devaarjee

Cllr Marko Lottering

Cllr George Keorometswe

Cllr James Boucher

Cllr Joan Ruiters

Cllr Michael Mabilo

Chapter 2

COUNCILLORS

The Tsantsabane Municipality (NC 085) comprises of seven (7) Ward Councilors and six (6) proportional Representatives which makes a total of thirteen (13) Councilors. Following 3rd August 2016 the governance system of the municipal changed from a plenary to a collective executive system, composed of the Mayor, Executive Committee (EXCO), and the Speaker / Chairperson of the Council. Council conduct its affairs through a portfolio committee system.

There is a delegations of power system adopted by Council that separates powers and function but also delegates responsibilities between the various components of the Council and the administration. Refer to **Appendix A** where a full list of Councilors can be found (including committee allocations and attendance at council meetings).

Also refer to **Appendix B** which sets out committees and committee purposes.

T 2.1.2

POLITICAL DECISION-TAKING

Committees of the Municipality sit with reports from administration and these committees consist of a Chairperson and the Director of that department. Committees deliberate over the reports and recommend to Council for approval. In a full sitting of Council, the Speaker chairs the proceedings and allows chairpersons of different committees to take Council through recommendations from their respective Committees.

T 2.1.3

2.2 ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

Note: MFMA section 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 office bearers, and officials of the municipality and any entity under the sole or shared control of the municipality.

The municipal manager is the head of administration of the municipality and is amongst other issues responsible for the policy directions of the municipal council and accountable for:

- The formation and development of an economical, effective, efficient and accountable administration.
- Carrying out the task of implementing the municipality's integrated development plan in accordance with chapter 5 of the Municipal Systems Act 32 of 2000.

Chapter 2

- Manage the Performance Management System of the municipality in accordance with chapter 6 of Municipal Systems Act 32 of 2000.
- Responsible for the community needs and make sure that the community participates in the affairs of the municipality.
- Manage the provision of services to the local communities in an equitable and sustainable manner.
- The appointment of staff other than those referred to in section 56.
- Maintenance of discipline of staff.
- Manage communication channels between the municipality's administration and its political structures and political office bearers.
- Carry out decisions of the political structures and political office bearers of the municipality.
- Responsible for all income and expenditure of the municipality, all assets and the Discharge of all liabilities of the municipality.
- Proper and diligent compliance with the Municipal Finance Management Act and all other Acts that govern Local Authorities.

T 2.2.1

<i>Photo</i>	TOP ADMINISTRATIVE STRUCTURE TIER 1	Function
<i>Photo</i>	MUNICIPAL MANAGER	
<i>Executive Directors</i>	MR. HG MATHOBELA APPOINTED AS MUNICIPAL MANAGER	
	DIRECTORS	
	DIRECTOR: CORPORATE SERVICES	
	MR IC NKADIMANG WAS APPOINTED AS DIRECTOR CORPORATE SERVICES AS FROM 1 FEBRUARY 2014	
	DIRECTOR: COMMUNITY AND SOCIAL SERVICES	
	MR. JJ THEYS WAS APPOINTED AS DIRECTOR COMMUNITY SERVICES AS FROM 1 FEBRUARY 2014	
<i>Directors Optional</i>	CHIEF FINANCIAL OFFICER	
	MR L COAKLEY WAS APPOINTED AS CFO	
	Note: * denotes officials on fixed term performance contracts reporting to the T2.2.2 Municipal Manager under the Municipal Systems Act Section 57.	

Chapter 2

COMPONENT B: INTERGOVERNMENTAL RELATIONS

INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

Note: MSA section 3 requires that municipalities exercise their executive and legislative authority within the constitutional system of co-operative governance envisaged in the Constitution section 41.

District IGR Forum

The Intergovernmental Relations (IGR) Act 97 of 2005 in line with Chapter 3 of the Constitution provides for relations between various spheres and government department to conduct planning, execute and resolve conflict through formal relations and establishment co-operation forums.

Inline compliance with this Tsantsabane Municipality participates in the following IGR forums: -

ZFM District IGR Forum: - all local municipalities attend and submit report on agreed focus areas and provincial and national department also attend.

Following from the IGR forum and mandatory role of the District Municipality towards local municipality Tsantsabane Local Municipality have entered into District Support Memorandum Agreement.

Local IGR Forum

In order to co-ordinate effective government co-operation and foster integrated planning the municipality co-ordinates the following forums: Local Aids Council; Stakeholders Forum, and Tsantsabane Labour Desk.

IGR Reporting

Municipal Finance: - The Municipality provides reports namely Annual Report, Budget and IDP after completion to National Treasury, Provincial Treasury, Coghsta and the Auditor- General.

Municipal Infrastructure Grant (MIG): - The Municipality provides reports to the provincial Coghsta department.

T 2.3.0

2.3 INTERGOVERNMENTAL RELATIONS

NATIONAL INTERGOVERNMENTAL STRUCTURES

Our Municipality serves in the Municipal Managers forums of SALGA and national equity forums. We were recently identified by NATIONAL COGHSTA as a pilot Municipality to roll out Recruitment and Retention policy.

T 2.3.1

PROVINCIAL INTERGOVERNMENTAL STRUCTURE

Through the District IGR the municipality is represented in the Provincial Premier's IGR Forum chaired by the Premier, is composed by District Municipalities, Provincial and National government departments. The forum is to enable district reporting on own challenges and engage service delivery issues with provincial and national government departments.

Tsantsabane Local Municipality also attend the extended PIGR forum.

T 2.3.2

Chapter 2

RELATIONSHIPS WITH MUNICIPAL ENTITIES

The municipality does not have any entities.

T 2.3.3

DISTRICT INTERGOVERNMENTAL STRUCTURES

District IGR Forum

The Intergovernmental Relations (IGR) Act 97 of 2005 in line with Chapter 3 of the Constitution provides for relations between various spheres and government department to conduct planning, execute and resolve conflict through formal relations and establishment co-operation forums.

Inline compliance with this Tsantsabane Municipality participates in the following IGR forums: -

ZFM District IGR Forum: - all local municipalities attend and submit report on agreed focus areas and provincial and national department also attend.

Following from the IGR forum and mandatory role of the District Municipality towards local municipality Tsantsabane Local Municipality have entered into District Support Memorandum Agreement.

T 2.3.4

Chapter 3

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

Note: MSA section 17 (2): requires a municipality to establish and organise its administration to facilitate a culture of accountability amongst its staff. Section 16 (1): states that a municipality must develop a system of municipal governance that compliments formal representative governance with a system of participatory governance. Section 18 (a) - (d): requires a municipality to supply its community with information concerning municipal governance, management and development.

Every year during the budget and IDP process implementation Councillors and Senior Managers led by the Municipal Mayor meet with communities to provide feedback and solicit inputs towards IDP and Budget development. The municipal also publish its Annual Report annually.

T 2.4.0

2.4 PUBLIC MEETINGS

COMMUNICATION, PARTICIPATION AND FORUMS

We have the IDP Representative forum in place and it convenes twice a year. In addition to this we intend to set up Local Intergovernmental Forums (IGR's) that seek to communicate with all stakeholders within the municipal boundaries. This Forum will convene quarterly. There are approximately 60 people who attend this forum.

T 2.4.1

Chapter 3

WARD COMMITTEES

Key purposes of ward committees

- a) To serve as an official specialized participatory structure in the Municipality.
- b) To create formal unbiased communication channels as well as cooperative partnerships between the community and the council through:
 - * Advising and making recommendations to the ward councillor on matters and policy affecting the ward;
 - * Assisting the ward councillor in identifying challenges and needs of residents;
 - * Disseminating information in the ward concerning municipal affairs e.g. the budget, IDP and service delivery options;
 - * Receiving queries and complaints from residents concerning municipal service delivery, communicating these to council and providing feedback to the community on council's response;
 - * Ensuring constructive and harmonious interaction between the municipality and community through the use and co-ordination of ward resident meetings and other community development forums.

OTHER ISSUES

Following the 3rd August 2016 Local Government Elections, the ward committee have been re-established and their functionality still to be improved through training. Some wards embark on a door to door whereby councillors who are the chairperson inform residents about the indigent policy of the municipality and encourage residents who qualify to visit the municipality. A Needs analysis was done in most of the wards in conjunction with the Department of Home Affairs.

Distribution of blankets during the winter to the elderly in the Tsantsabane Municipal Area where ward committees, CDW's and ward councillors lead the process.

T 2.4.2

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	Issue addressed (Yes/No)	Dates and manner of feedback given to community
IDP and Budget Public participation	17-Apr-23	3	2	40	Yes/No	Report
IDP and Budget Public participation	17-Apr-23	4	3	25	Yes/No	Report
IDP and Budget Public participation	18-Apr-23	3	3	32	Yes/No	Report
IDP and Budget Public participation	19-Apr-23	4	3	22	Yes/No	Report
IDP and Budget Public participation	20-Apr-23	4	5	29	Yes/No	Report
IDP and Budget Public participation	24-Apr-23	3	4	14	Yes/No	Report
IDP and Budget Public participation	25-Apr-23	3	2	29	Yes/No	Report
IDP and Budget Public participation	26-Apr-23	3	3	26	Yes/No	Report

T 2.4.3

Chapter 3

COMMENT ON THE EFFECTIVENESS OF THE PUBLIC MEETINGS HELD:

The Council conducted effective public participation meeting to collect public inputs. The attendance was excellent and good inputs were collected from the public and key stakeholders. The public meetings serve as a basis of departure regarding communication. We do however receive good attendance from the community.

T 2.4.3.1

2.5 IDP PARTICIPATION AND ALIGNMENT

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	No
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	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Were the indicators communicated to the public?	Never
Were the four quarter aligned reports submitted within stipulated time frames?	Yes
* Section 26 of Municipal Systems Act 2000	

T 2.5.1

COMPONENT D: CORPORATE GOVERNANCE

OVERVIEW OF CORPORATE GOVERNANCE

The Municipal Finance Management Act No 56 of 2003 requires Tsantsabane Local Municipality to establish a Committee to be known as Audit Committee ("the Committee") to assist the Municipal Council, the Political Office Bearers, the Municipal Manager and the Management staff of the Municipality in discharging of its duties relating to safeguarding of assets, the operation of adequate systems, control processes and preparation of accurate financial reporting and statements in compliance with all legal requirements and accounting standards.

The Committee should not perform any management functions or assume any management responsibilities. It provides a forum for discussing business risk and control issues for developing relevant recommendations for considerations to the Municipal Council, the Political Office Bearers, and the Municipal Manager for its approval and final decision.

Chapter 3

The membership, resources, responsibilities and authorities (composition, functions and operation) of the Committee to perform its role effectively, are stipulated in these terms of reference which may be amended by the Municipal Council, the Political Office Bearers, the Municipal Manager as and when required. The Committee is constituted in terms of the requirements of sound corporate governance practices and operates within that framework.

The Municipal Council, the Political Office Bearers, the Municipal Manager continuously reviews current trends and best practice in relation to corporate governance. As part of the Municipal Council, the Political Office Bearers, the Municipal Manager plans to fulfil its obligations to demonstrate greater accountability and ensuring higher quality of service. The Municipal Council, the Political Office Bearers, and the Municipal Manager has decided to enhance internal control through the establishment of an audit committee. These terms of reference set out the specific responsibilities delegated by the Municipal Council, the Political Office Bearers, and the Municipal Manager to the Audit Committee and details the manner how the Audit Committee will operate.

The Tsantsabane Municipal Audit Performance and Risk Committee (APRC) has been not functional for the year under review, thus no APRC meetings was held during the year under review.

T 2.6.0

2.6 RISK MANAGEMENT

RISK MANAGEMENT

Note: MFMA section 62 (i) (c) requires a municipality to have and maintain an effective, efficient and transparent system of risk management.

Accounting Officer of Municipality has an explicit duty to ensure that effective, efficient and transparent systems of risk management are implemented and maintained within their Institution. Furthermore, National Treasury needs to assess the quality of implementation to ensure that implementation does not become the end itself, but a means to help institutions to understand their risks and manage such risks in a prudent manner.

The purpose of risk management is to:

Identify possible risks.

Reduce or allocate risks.

Provide a rational basis for better decision making regarding all risks.

Plan.

The Following were identified as the Top five risks for The Municipality

1. Limited Resources to meet service delivery targets;
2. Lack of maintenance of infrastructure;
3. Lack of Performance Management;
4. Inability of the Municipality to meet operation Clean Audit;
5. Non-Filling of critical posts;

In line with the above Tsantsabane Municipality has reviewed its organizational design to provide for creating capacity in this regard, but due to financial constraints and other institutional placement processes this has not realized.

Chapter 3

T 2.6.1

2.7 ANTI-CORRUPTION AND FRAUD

FRAUD AND ANTI-CORRUPTION STRATEGY

Note: See Chapter 4 details of Disciplinary Action taken on cases of financial mismanagement (T 4.3.6). MSA 2000 s 83 (c) requires providers to be chosen through a process which minimizes the possibility of fraud and corruption.

The Municipality does have a fraud and anti-corruption policy, this policy will be reviewed by Council with the assistance of Provincial Treasury during the 2023/2024 financial year. The implementation of this policy has been delegated to Senior Management of each departments. Both Councillors and Officials have signed a code of conduct that regulate their conduct in relation to the municipality, moreover declaration of interest forms is strictly implemented for the period under review.

In the 2023/2024 financial year the TLM with the assistance of provincial treasury will implement progressively institutional inventions to enhance the implementation of the Anti-Corruption and Fraud measures as espoused by the policy. The municipality's Audit Committee recommendations for year 0 are set out at **Appendix G**.

T 2.7.1

2.8 SUPPLY CHAIN MANAGEMENT

OVERVIEW SUPPLY CHAIN MANAGEMENT

Note: MFMA section 110 - 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.

T 2.8.1

TLM SCM system is premised on Section 217 of the South African Constitution which must be, fair equitable, transparent, competitive and cost effective. The SCM Policy is reviewed annually as prescribed by Section 3 of the MFMA and during the year under review the SCM policy was reviewed and approved by Council in March 2022.

There are five sections with the SCM department which are constituted in line with the SCM system and these comprises of:

- a. Demand Management and Supplier Development Section
- b. Acquisitions Section (Buying and contracts)
- c. Logistics, Warehouse and Disposal Sections
- d. Risk and Compliance Management Section and
- e. Contracts Performance Management Section

Chapter 3

In TLM, the SCM system uses quotation and open bid procurement processes to source goods and services required for service delivery by the municipality. A total value, for quotations and tenders, of R25 010 260,59 in the 2021/2022 financial year and R1,701,556,945.66 respectively, in the 2022/2023 FY has been awarded.

Challenges at Supply Chain Management Department

- Staff challenges of which there is a process underway of the job grading for positions, and the filling of critical vacancies on a permanent basis.
- Capacity issues including the inclination of the traditional way of procurement versus the evolving strategic.
- Procurement thus impacting in driving service delivery and the turnaround with the Supply Chain Management environment.
- The introduction and the implementation of the Infrastructure Delivery Management System (CIDMS) will see the process of streamlining the cities' business processes within other directorates based on recommendations of best practice in optimizing service delivery.

Remedial Actions

- Continuous monitoring and regularly reporting on the turn-around times for awards in order to improve service delivery.
- Implementation of an integrated electronic procurement system to improve, enhance supply chain management processes to better enable them in the entire value chain.
- Evaluation of jobs within the SCM environment.

T2.8.1

2.9 BY-LAWS

By-laws Introduced during Year 2023/24					
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
Standing Rules of Council		Not yet	Not yet	Not yet	Not yet
*Note: See MSA section 13.					

T 2.9.1

COMMENT ON BY-LAWS:

Note: MSA 2000 s11 (3) (m) provides municipal councils with the legislative authority to pass and implement by-laws for the betterment of the community within the terms of the legislation.

No By-Laws were developed, revised or published during 2023/24.

T 2.9.1.1

Chapter 3

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	Yes	18-Dec-22
The previous annual report (Year -1)	No	
The annual report (Year 0) published/to be published	No	
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act (Year 0) and resulting scorecards	No	
All service delivery agreements (Year 0)	No	
All long-term borrowing contracts (Year 0)	No	
All supply chain management contracts above a prescribed value (R 30 000) for Year 0	No	
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 0 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 0	No	
All quarterly reports tabled in the council in terms of section 52 (d) during Year 0	No	
<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>		
		T 2.10.1

COMMENT MUNICIPAL WEBSITE CONTENT AND ACCESS:

The municipal website was maintained by a service provider and the municipality did not have full access to edit / add / remove contents on the website hence the non compliance.

T 2.10.1.1

2.11 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

PUBLIC SATISFCATION LEVELS

No public satisfaction survey was conducted by the municipality during the year 2023/24.

T 2.11.1

Chapter 3

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

INTRODUCTION

Tsantsabane municipality still maintains its mandate on serving the community with quality water which comply with DWA standards (SANS 241) even though there are still challenges for example the rapid population growth of the greater Tsantsabane which results in informal settlements, which puts more pressure on service delivery and plays a negative role in terms of infrastructure capacity (reservoir) and old network infrastructure (asbestos pipes) which reduces water pressure to our users.

Tsantsabane municipality still serves the community with pride, maintaining the sewer networks (blockages) to curb spillages which can result in environmental health and hygiene hazards. Another challenge is the continuous theft of manhole lids which are sold for scrap and misuse by the community which may result in unwanted material packed into our system. Furthermore, the network was not designed for the load that it is currently experience the treatment works (Rapid population growth is a huge challenge

T 3.0.1

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

Tsantsabane municipality still maintains its mandate on serving the community with quality water which comply with DWA standards (SANS 241) even though there are still challenges for example the rapid population growth of the greater Tsantsabane which results in informal settlements, which puts more pressure on service delivery and plays a negative role in terms of infrastructure capacity (reservoir) and old network infrastructure (asbestos pipes) which reduces water pressure to our users.

Tsantsabane municipality still serves the community with pride, maintaining the sewer networks (blockages) to curb spillages which can result in environmental health and hygiene hazards. Another challenge is the continuous theft of manhole lids which are sold for scrap and misuse by the community which may result in unwanted material packed into our system. Furthermore, the network was not designed for the load that it is currently experience the treatment works (Rapid population growth is a huge challenge).

T 3.1.0

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

Tsantsabane municipality still maintains its mandate on serving the community with quality water which comply with DWA standards (SANS 241) even though there are still challenges for example the rapid population growth of the greater Tsantsabane which results in informal settlements, which puts more pressure on service delivery and plays a negative role in terms of infrastructure capacity (reservoir) and old network infrastructure (asbestos pipes) which reduces water pressure to our users. T 3.1.1

Total Use of Water by Sector (cubic meters)					
	Agriculture	Forestry	Industrial	Domestic	Unaccountable water losses
2021/22	0	0			1 057 605
2022/23	0	0			1 884 142
2023/24	0	0	0	1 335 942	1 982 790
T 3.1.2					

T 3.1.2.1

COMMENT ON WATER USE BY SECTOR:

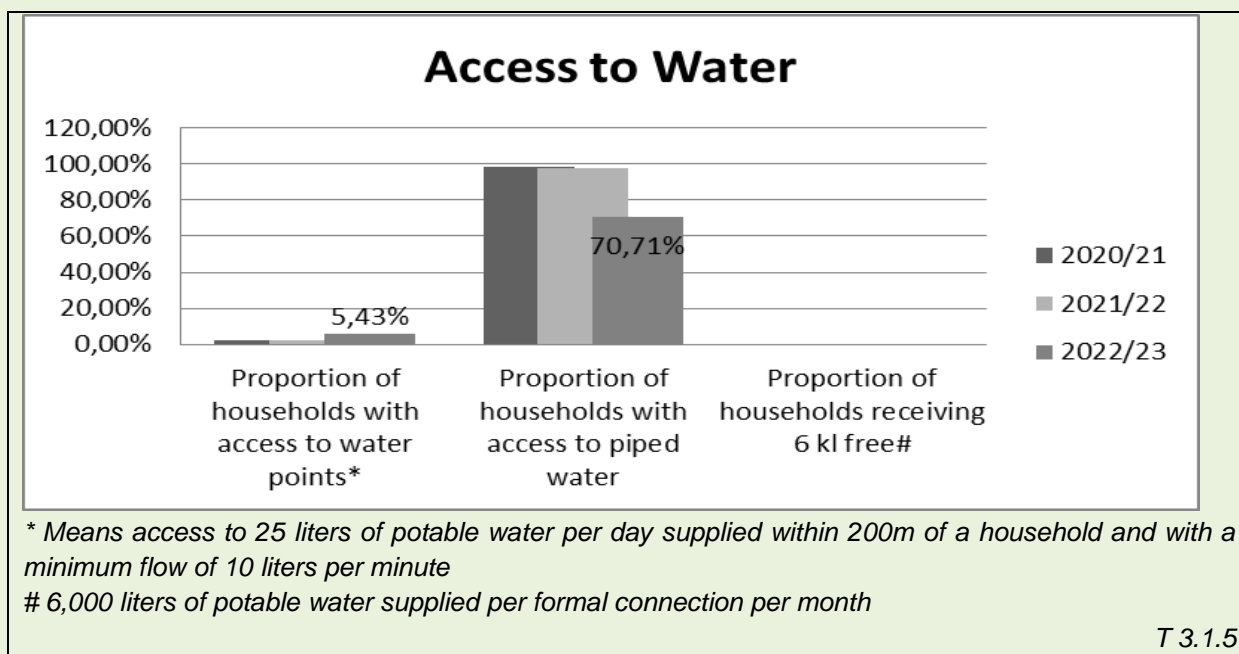
T 3.1.2.2

Water Service Delivery Levels					
Description	Households				
	2019/20	2020/21	2021/22	2022/23	2023/24
	Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
Water: (above min level)					
Piped water inside dwelling	9 210	10 131	11 144		13 823
Piped water inside yard (but not in dwelling)	3 197	3 652	4 017		4 320
Using public tap (within 200m from dwelling)	212	308	339		400
Other water supply (within 200m)	–	–			
Minimum Service Level and Above sub-total	12 619	14 091	15 500		
Minimum Service Level and Above Percentage	100%	100%	100%	100%	100%
Water: (below min level)					
Using public tap (more than 200m from dwelling)					
Other water supply (more than 200m from dwelling)					
No water supply					
Below Minimum Service Level sub-total	0	0	0	0	0
Below Minimum Service Level Percentage	0%	0%	0%	0%	0%
Total number of households*	12 619	14 091	15 500	0	0
* - To include informal settlements					T 3.1.3

Chapter 3

Households									
Description	2018/19	2019/20	2021/22	2022/23			2023/24		
	Actual No.	Actual No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.
Formal Settlements									
Total households	8 510	8 805	10 285	11 360	11 360	11 360	13 823	13 823	13 823
Households below minimum service level	1 822	1 995	3 538			0	2 972	2 972	2 972
Proportion of households below minimum service level	21%	23%	34%	0%	0%	0%	22%	22%	22%
Informal Settlements									
Total households						3 561			3 561
level						3 561			3 561
Proportion of households ts below minimum service level						100%			100%

T 3.1.4



T 3.1.5

Chapter 3

Financial Performance Year 0: Water Services R'000									
Details	2021/22	2022/23				2023/24			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total	23 634	0	4 654	1 858		24 067,45	24 067,45	3 782,89	
Expenditure:									
Employees	3 343	12 463	12 483	9 822		3 957,35	3 957,34	4 590,15	
Repairs and Maintenance	1 932	1 000	1 956	1 801		1 000,00	75 000,00	746 034,00	
Other	20 571	1 419	3 109	10 138		9 500,45	22 400,45	14 086,36	
Total Operational	25 846	14 882	17 548	21 760		14 458	101 358	764 711	
Net Operational	2 212	14 882	12 894	19 902		-9 610	77 290	760 928	
Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.									T 3.1.8

Capital Expenditure Year 0: Water Services R' 000					
Capital Projects	2023/24				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	11 677,50	11 677,50	2 075,28	-463%	
Jenn - Haven And Skeifontein Bulk Water Supply	11 677,50	11 677,50	2 075,28	-463%	11 677,50
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).					T 3.1.9

3.2 WASTE WATER (SANITATION) PROVISION

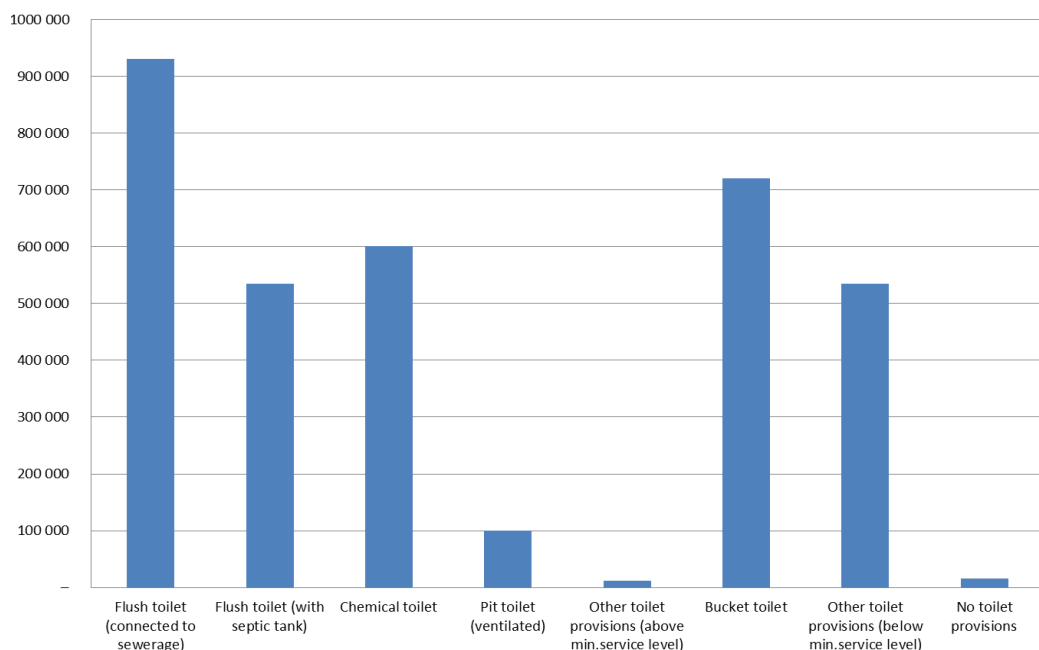
Chapter 3

INTRODUCTION TO SANITATION PROVISION

The municipality serves the community with pride maintaining our sewer networks (blockages) to curb spillages which can result in environmental health and hygiene hazards. A challenge in this regard is the continuous theft of manhole lids sold for scrap and misuse by the community which may result in unwanted material packed in our system. Furthermore, the network was not designed for the load that is currently experienced by the treatment works (Rapid population growth a huge challenge).

T 3.2.1

Sanitation/Sewerage (above minimum level): Year 0

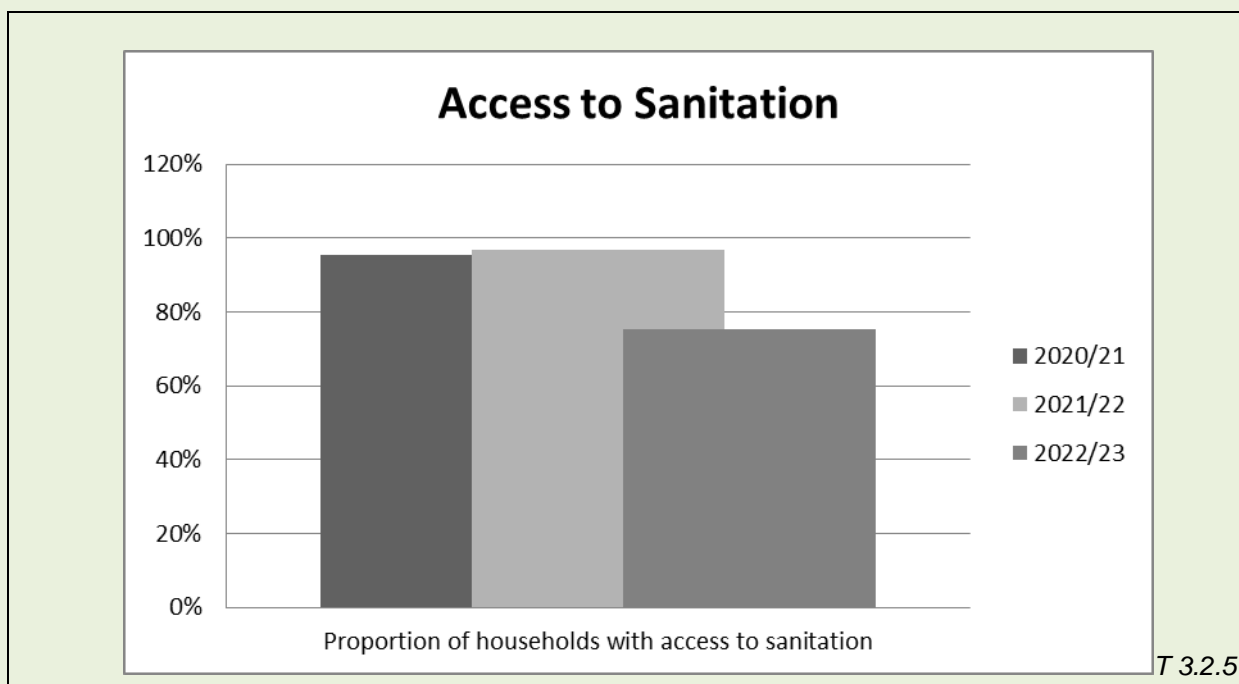


T 3.2.2

Description	*Households				2023/24			
	2019/20 Outcome No.	2020/21 Outcome No.	2021/22 Outcome No.	2022/23 Actual No.	Outcome No.	Original Budget No.	Adjusted Budget No.	Actual No.
Sanitation/sewerage: (above minimum level)								
Flush toilet (connected to sewerage)	8 330	8 497	8 647	9 002	13823,00	13823,00	13823,00	13823,00
Flush toilet (with septic tank)	1 772	1 807	1 957	1 957	120,00	120,00	120,00	120,00
Chemical toilet	200	204	204	204	100,00	100,00	100,00	100,00
Pit toilet (ventilated)				3 200	500,00	500,00	500,00	500,00
Other toilet provisions (above min.service level)	0	0	0	0	0,00	0,00	0,00	0,00
Minimum Service Level and Above sub-total	10 302	10 508	10 808	14 363				
Minimum Service Level and Above Percentage	97,2%	97,2%	98,6%	98,6%				
Sanitation/sewerage: (below minimum level)								
Bucket toilet	300	300	150	200	150,00	150,00	150,00	150,00
Other toilet provisions (below min.service level)	0	0	0	0	0,00	0,00	0,00	0,00
No toilet provisions								
Below Minimum Service Level sub-total	300	300	150	200				
Below Minimum Service Level Percentage	2,8%	2,8%	1,4%	1,4%				
Total households	10 602	10 808	10 958	14 563				
*Total number of households including informal settlements								T 3.2.3

Chapter 3

Households - Sanitation Service Delivery Levels below the minimum						
Description	2019/20	2020/21	2021/22	2022/23		
	Actual	Actual	Actual	Original Budget	Adjusted Budget	Actual
	No.	No.	No.	No.	No.	No.
Formal Settlements						
Total households	9 687	10 302	10 508	8 647	8 647	10 808
Households below minimum service level	2 272	1 095	1 095	2 161	2 161	1 095
Proportion of households below minimum service level	0,23	0,11	0,10	0,25	0,25	0,10
Informal Settlements						
Total households	300	300	300	150	150	150
Households below minimum service level	300	300	300	150	150	150
Proportion of households below minimum service level	1,00	1,00	1,00	1,00	1,00	1,00
						T 3.2.4



Chapter 3

Annual report will be attached as Appendix T

Employees: Sanitation Services					
Job Level	2021/22	2022/23			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	1	1	0	0,00%
4 - 6	1	1	1	0	0,00%
7 - 9	3	6	4	2	33,33%
10 - 12	3	4	5	-1	-25,00%
13 - 15	7	23	16	7	30,43%
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total	14	35	27	8	23%
<p>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.</p>					

T 3.2.7

Chapter 3

Financial Performance Year 0: Sanitation Services					
R'000					
Details	2021/22	2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	23 634	0	4 654	1 858	
Expenditure:					
Employees	3 343	12 463	12 483	9 822	
Repairs and Maintenance	1 932	1 000	1 956	1 801	
Other	20 571	1 419	3 109	10 138	
Total Operational Expenditure	25 846	14 882	17 548	21 760	
Net Operational Expenditure	2 212	14 882	12 894	19 902	
Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the					T 3.2.8

Capital Expenditure Year 0: Sanitation Services					
R' 000					
Capital Projects	Year 0				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	#DIV/0!	
	0	0		#DIV/0!	
Total project value represents the estimated cost of the project on approval by council (including past					T 3.2.9

Chapter 3

3.3 ELECTRICITY

INTRODUCTION TO ELECTRICITY

Note: Recent legislation includes the Electricity Amendment Acts 1989; 1994; 1995; and the Electricity Regulation Act 2006.

The Electricity Supply in Tsantsabane Municipality is a shared responsibility between the Municipality and Eskom. The Municipality is responsible for the electricity supply in Postmasburg town, Carnation, Station and Industrial Area whereas Eskom is responsible for the Supply in Boichoko, Newtown, Postdene, Groenwater, Jenn Heaven and Skeyfontein.

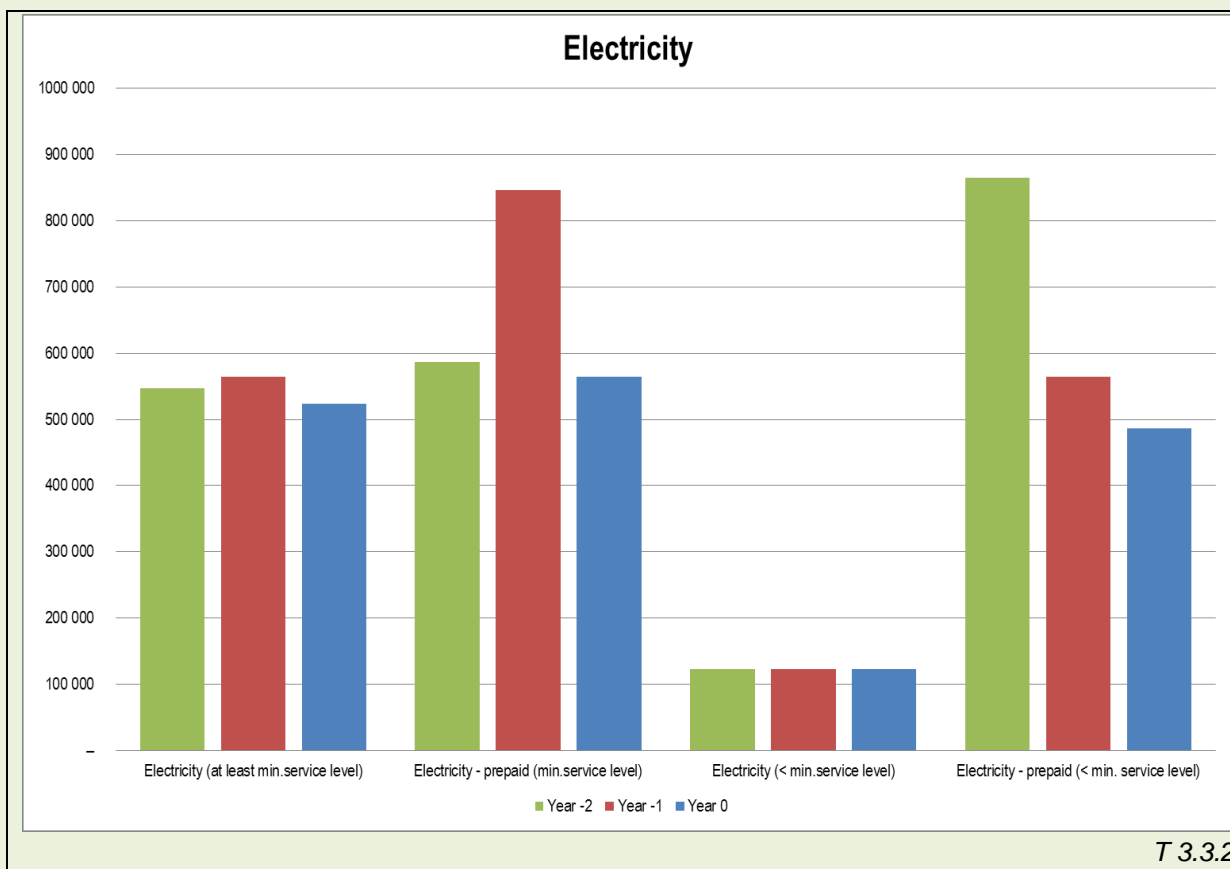
The Municipality's responsibility is to ensure that it maintains the mandate of electricity supply to the entire Tsantsabane Community and also to ensure that the electricity supply stations are well maintained and monitored at all times. The other responsibility of the Municipality with regards to Electricity functions is to ensure that it maintains the good relationship with Eskom and to deliver electricity service effectively and efficiently.

Old infrastructure and town development are the current major challenges. The Infrastructure needs to be upgraded and the Business plan has already been developed. The Influx of people and the establishment of mines make the planning process difficult, and it affects the electricity supply in town, but the Municipality is currently busy with the process of developing a Master System Plan and has made means to increase the electricity supply.

Eskom upgrading and maintenance of its system is well maintained. The main challenges the Municipality faces is shortage of workforce and the poor state of the infrastructure. The Municipality needs to upgrade the bulk services to the Municipal area. In ensuring that the service is delivered, the municipality seeks assistance from external sources.

T 3.3.1

Chapter 3



Electricity Service Delivery Levels					
Households					
Description	2019/21	2020/21	2021/22	2022/23	2023/24
	Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
<u>Energy: (above minimum level)</u>					
Electricity (at least min.service level)	2 680				
Electricity - prepaid (min.service level)	2 005	2 100	8	77	1000,00
Minimum Service Level and Above sub-total	4 685	2 100	8	77	
Minimum Service Level and Above Percentage	100,0%	100,0%	100,0%	17,6%	
<u>Energy: (below minimum level)</u>					
Electricity (< min.service level)				361	
Electricity - prepaid (< min. service level)					
Other energy sources					
Below Minimum Service Level sub-total	0	0	0	361	
Below Minimum Service Level Percentage	0,0%	0,0%	0,0%	82,4%	
Total number of households	4 685	2 100	8	438	

T 3.3.3

Chapter 3

Households - Electricity Service Delivery Levels below the minimum						
Description	2019/21	2020/21	2021/22	2022/23		
	Actual	Actual	Actual	Original	Adjusted	Actual
	No.	No.	No.	Budget	Budget	No.
Formal Settlements						
Total households	4 102	4 462	4 551			
Households below minimum service level	0	0	0			
Proportion of households below minimum service level	0%	0%	0%	#DIV/0!	#DIV/0!	#DIV/0!
Informal Settlements						
Total households				0	0	3 561
Households ts below minimum service level	0	0	95	1 077	1 077	77
Proportion of households ts below minimum service level	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	2%
						T 3.3.4

Chapter 3

Annual report will be attached as Appendix T

Employees: Electricity Services					
Job Level	2021/22	2022/23			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	1	0	0%
4 - 6	2	6	2	4	67%
7 - 9	1	4	1	3	75%
10 - 12	0	0	0	0	#DIV/0!
13 - 15	2	4	2	2	50%
16 - 18					
19 - 20					
Total	6	15	6	9	60%

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.

T 3.3.6

Details	2021/22	R'000 2022/23				2023/24			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	60 299,00	80 119,00	79 737,00	88 308,00	0,09	73 874,48	65 620,26	62 906,62	
Expenditure:									
Employees	6 029,00	5 391,00	5 391,00	8 044,00	0,33	5 908,01	5 908,01	6 562,97	0,10
Repairs and Maintenance	5 899,00	616,00	4 187,00	3 863,00	0,84	2 580,00	2 771,27	2 009,77	-0,28
Other	55 189,00	44 671,00	60 731,00	49 805,00	0,10	50 861,73	62 361,73	53 970,18	0,06
Total Operational Expenditure	67 117,00	50 678,00	70 309,00	61 712,00	0,18	59 349,74	71 041,01	62 542,91	-0,13
Net Operational Expenditure	6 818,00	-29 441,00	-9 428,00	-26 596,00	-0,11	14 524,74	-5 420,75	363,71	-38,93

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T 3.3.7

Capital Expenditure Year 0: Electricity Services						R' 000
Capital Projects	Year 0					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value	
Total All	18361	18361	18 361	0%		
Bulk Electrification Greenfields	18361	18361	18361	0%	280	

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

T 3.3.8

Chapter 3

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

INTRODUCTION TO WASTE MANAGEMENT

The ultimate objective of Waste Management Services is to ensure that refuse that are collected, are managed and disposed of in a responsible and sustainable manner.

T 3.4.1

Solid Waste Service Delivery Levels					
Households					
Description	2019/20	2020/21	2021/22	2023/24	2023/24
	Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
<u>Solid Waste Removal: (Minimum level)</u>					
Removed at least once a week	10 800	11 016	11 216	11 216	
Minimum Service Level and Above sub-total	10 800	11 016	11 216	11 216	
Minimum Service Level and Above percentage	100,0%	100,0%	100,0%	100,0%	
<u>Solid Waste Removal: (Below minimum level)</u>					
Removed less frequently than once a week					
Using communal refuse dump					
Using own refuse dump					
Other rubbish disposal					
No rubbish disposal					
Below Minimum Service Level sub-total	–	–	–	–	
Below Minimum Service Level percentage	0,0%	0,0%	0,0%	0,0%	
Total number of households	10 800	11 016	11 216	11 216	

T 3.4.2

Households - Solid Waste Service Delivery Levels below the minimum									
Households									
Description	2019/20	2020/21	2021/22	2022/23			2023/24		
	Actual No.	Actual No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.
Formal Settlements									
Total households	10 800	11 016	11 216	11 216	11 216	11 216			
Households below minimum service level									
Proportion of households below minimum service level	0%	0%	0%	0%	0%	0%			
Informal Settlements									
Total households									
Households ts below minimum service									
Proportion of households ts below minimum service level	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!			

T 3.4.3

Chapter 3

Employees: Solid Waste Magement Services					
Job Level	2021/22	2022/23			
	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	0	0	0	#DIV/0!
7 - 9	4	9	7	2	22%
10 - 12	0	0	0	0	#DIV/0!
13 - 15	10	17	20	-3	-18%
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total	14	26	27	-1	-4%

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

Financial Performance Year 0: Solid Waste Management Services R'000									
Details	2021/22	2022/23				2023/24			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	12 910	12 317	12 317	17 130	28%	3 261	3 261	17 424	81%
Expenditure:									
Employees	7 064	2 151	2 151	6 976	69%	0	3 791	1 616	100%
Repairs and Maintenance	0	55	15	16	-244%	0	0	0	0%
Other	59	7 690	6 618	7 467	-3%		32 196	13 732	100%
Total Operational Expenditure	7 123	9 896	8 784	14 459	32%	0	35 987	15 348	100%
Net Operational Expenditure	-5787	-2421	-3533	-2671	9%	0	68 183	29 080	100%

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T 3.4.7

Capital Expenditure Year 0: Waste Management Services					
R' 000					
Capital Projects	2023/24				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	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.

T 3.4.9

Chapter 3

3.5 HOUSING

INTRODUCTION TO HOUSING

Tsantsabane is surrounded by Mines, which put a lot of pressure on our housing system. The Municipality does not have the capacity of providing basic houses for all communities.

Our Spatial Development Framework did not make provision for shacks which are not demarcated, or for those who settled in town. Because of mining activities, those shacks are not registered on our database. SDF must include all shanties around Tsantsabane. Since 2009 to date, we have been building subsidies for all communities. Every year we build 50 subsidies for Maranteng and Groenwater. Currently the project is aiming at building 300 Maranteng and 485 subsidies for Groenwater. To date the municipality managed to build 132 subsidies for Maranteng and 216 subsidies for Groenwater and the project is still continuing in phases. The challenges are that the allocation is too little for the growing population of Tsantsabane.

The municipality has achieved targets set. However, there are our achievements are no any serviced sites for those who are on unserviced sites, and some of them do not qualify for subsidies. The Municipality is not responsible for this function, because COGHSTA is the service provider. They do the allocation of subsidies and payments.

T 3.5.1

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
2018/19	8 158	4 829	59,2%
2019/20	8 158	4 829	59,2%
2020/21	8 158	4 829	59,2%
2021/22	8 158	4 829	59,2%
<i>T 3.5.2</i>			

Chapter 3

Employees: Housing Services					
Job Level	2021/22	2022/23			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	1	0	0%
4 - 6	1	1	1	0	0%
7 - 9	1	1	1	0	0%
10 - 12					#DIV/0!
13 - 15					#DIV/0!
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total	3	3	3	0	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.

T 3.5.4

Financial Performance Year 0: Housing Services					
					R'000
Details	2021/22	2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	#DIV/0!
Expenditure:					
Employees	1 194	0	0	0	#DIV/0!
Repairs and Maintenance	0	0	0		#DIV/0!
Other	0	17	11	18	6%
Total Operational Expenditure	1 194	17	11	18	6%
Net Operational Expenditure	1 194	17	11	18	6%

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T 3.5.5

Chapter 3

Capital Expenditure Year 0: Housing Services					
R' 000					
Capital Projects	2021/22				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All					
	0	0	0		
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).					T 3.5.6

3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

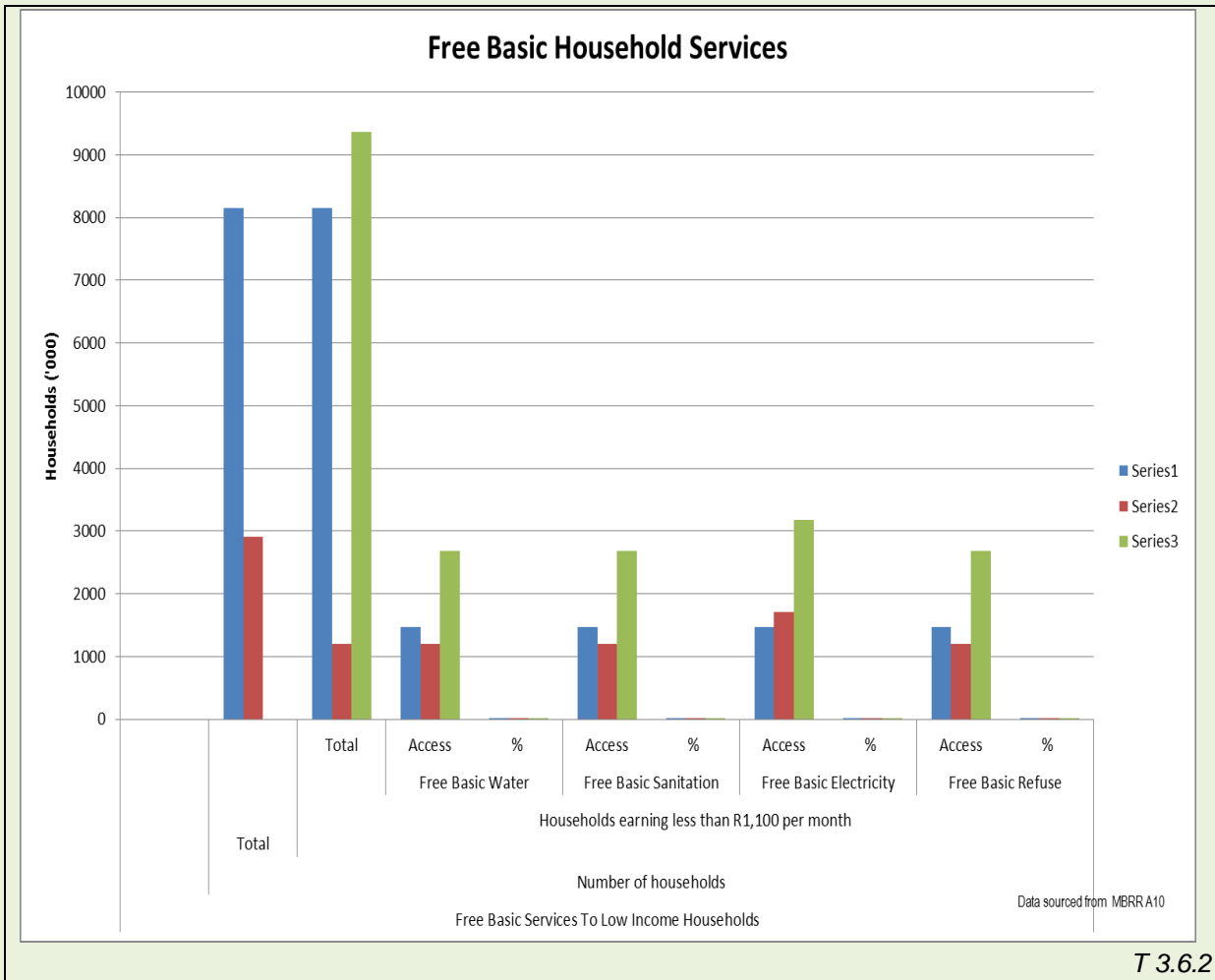
INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

Tsantsabane municipality still maintains its mandate on serving the community with quality water which comply with DWA standards (SANS 241) even though there are still challenges for example the rapid population growth of the greater Tsantsabane which results in informal settlements, which puts more pressure on service delivery and plays a negative role in terms of infrastructure capacity (reservoir) and old network infrastructure (asbestos pipes) which reduces water pressure to our users.

Tsantsabane municipality still serves the community with pride, maintaining the sewer networks (blockages) to curb spillages which can result in environmental health and hygiene hazards. Another challenge is the continuous theft of manhole lids which are sold for scrap and misuse by the community which may result in unwanted material packed into our system. Furthermore, the network was not designed for the load that it is currently experience the treatment works (Rapid population growth is a huge challenge).

T 3.6.1

Chapter 3



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	%
2018/19	8 158	8 158	1 469	18%	1 469	18%	1 469	18%	1 469	18%
2019/20	2 917	1 210	1 210	100%	1 210	100%	1 707	141%	1 210	100%
		9 368	2 679	29%	2 679	29%	3 176	34%	2 679	29%
T 3.6.3										

Financial Performance Year 0: Cost to Municipality of Free Basic Services Delivered					
Services Delivered	2020/21	2021/22			
	Actual	Budget	Adjustment Budget	Actual	Variance to Budget
Water		1 836	1 836	–	#DIV/0!
Waste Water (Sanitation)	-	5 816	5 816	–	#DIV/0!
Electricity	-	2 414	2 414	–	#DIV/0!
Waste Management (Solid Waste)		3 003	15 002	16 165	81%
Total	0	13 070	25 069	16 165	19%

T 3.6.4

Chapter 3

Annual

Performance

report

–

Refer

Appendix

T

Chapter 3

COMPONENT B: ROAD TRANSPORT

INTRODUCTION TO ROAD TRANSPORT

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

T 3.7

3.7 ROADS

INTRODUCTION TO ROADS

Delete Directive note once comment is completed – Explain in brief your Roads strategy, the steps taken towards the implementation of the strategy and discuss the major successes achieved and challenges faced in year 0 (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. Refer to support given to those communities that are living in poverty. Give the name and extent of service provision of any municipal entity(ies) responsible for rendering Roads Services within the municipality.

T 3.7.1

Gravel Road Infrastructure				
	Total gravel roads	New gravel roads constructed	Gravel roads upgraded to tar	Kilometers Gravel roads graded/maintained
2020/21	100 km		0	No data
2021/22	100 km		1	No data
2022/23	120 km	20 km	0	10 km
				T 3.7.2

Tarred Road Infrastructure					
	Total tarred roads	New tar roads	Existing tar roads re-tarred	Existing tar roads re-sheeted	Kilometers Tar roads maintained
2020/21	70 km		1 km		
2021/22	70 km		1 km	4 km	5 km
2022/23	70 km	0	0	4 km	5 km
					T 3.7.3

Chapter 3

Cost of Construction/Maintenance						
						R' 000
	Gravel			Tar		
	New	Gravel - Tar	Maintained	New	Re-worked	Maintained
2019/20	No information	No information	No information	No information	No information	No information
2020/21	No information	No information	No information	No information	No information	No information
2021/22	No information	No information	No information	No information	No information	No information
						T 3.7.4

Annual report will be attached as Appendix T

Financial Performance Year 0: Road Services					
					R'000
Details	2021/22	2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	15 704	17 376	38 415	41 589	58%
Expenditure:					
Employees	10 048	17 190	7 190	10 409	-65%
Repairs and Maintenance	1 695	466	470	457	-2%
Other	692	183	97	586	69%
Total Operational Expenditure	12 435	17 839	7 757	11 452	-56%
Net Operational Expenditure	-3 269	463	-30 658	-30 137	102%
Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.					T 3.7.8

Capital Expenditure Year 0: Road Services					
					R' 000
Capital Projects	2023/24				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	#DIV/0!	
	0	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).					
					T 3.7.9

Chapter 3

COMPONENT C: PLANNING AND DEVELOPMENT

This component includes: planning; and local economic development.

3.9 WASTE WATER (STORMWATER DRAINAGE)

INTRODUCTION TO STORMWATER DRAINAGE

Delete Directive note once comment is completed – Provide brief introductory comments on the progress being made to improve stormwater drainage and discuss the major successes achieved and challenges faced in year 0 (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. Refer to support given to informal settlement and rural development. Refer to support given to those communities that are living in poverty. Give the name and extent of service provision of any municipal entity(ies) responsible for rendering Stormwater Drainage Services within the municipality.

T 3.9.1

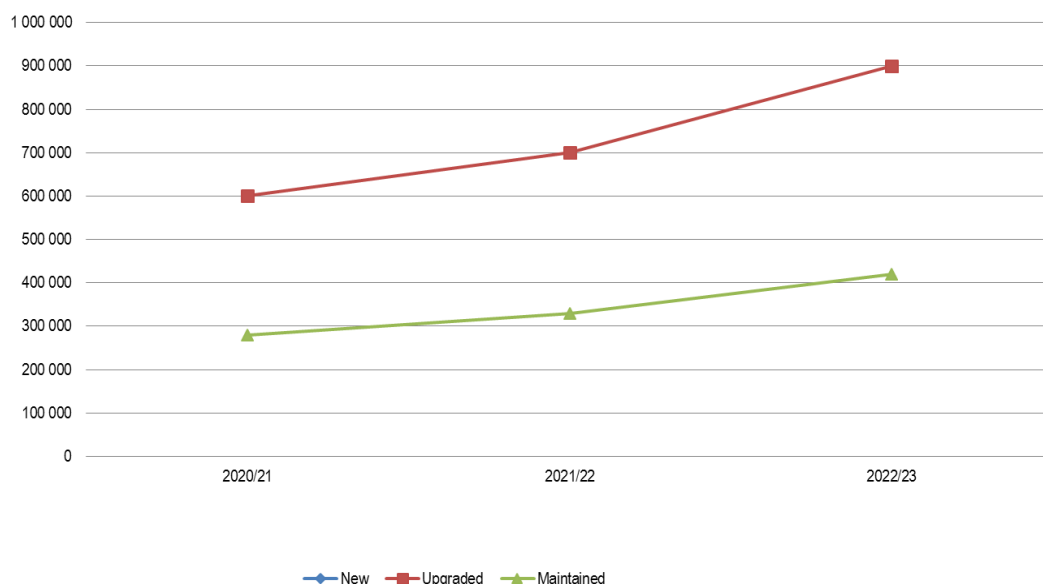
Stormwater Infrastructure				
	Total Stormwater measures	New stormwater measures	Stormwater measures upgraded	Stormwater measures maintained
2020/21	145	15	10	100
2021/22	160	20	12	120
2022/23	166	25	14	140
				T 3.9.2

Cost of Construction/Maintenance			
	Stormwater Measures		
	New	Upgraded	Maintained
2020/21		600 000	280 000
2021/22		700 000	330 000
2022/23		900 000	420 000
			T 3.9.3

Chapter 3

Financial Performance Year 0: Road and Stormwater Services					
Details	Year -1	Year 2023/2024			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	16997	16997	4746	-258%
Expenditure:					
Employees	125	4507	4548	4591	2%
Repairs and Maintenance	25	500	700	663	25%
Other	45	244	250	248	2%
Total Operational Expenditure	195	5251	5498	5501	5%
Net Operational Expenditure	75	-11746	-11499	755	1655%
Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.					T 3.9.7

Stormwater infrastructure costs



T 3.9.4

COMMENT ON THE PERFORMANCE OF STORMWATER DRAINAGE OVERALL:

Delete Directive note once comment is 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

Chapter 3

variation to the total approved project value (arising from year 0 and/or previous year actuals, or expected future variations).

T3.9.9

Chapter 3

3.10 PLANNING

INTRODUCTION TO PLANNING. The LED Strategy was adopted by Council during 2010. There is a need to review as it is required to be reviewed annually. The vision of the strategy is “improving the lives of the people of Tsantsabane through increasing economic opportunities for all on a socially sustainable basis”. The Strategy reaffirms that local economic development is a participatory process including local people from all sectors within the local space. It is a challenge to successfully implement the strategy due to non-attendance of stakeholders to the LED Forum. Spatial Development Framework is in the process of review. The review of land use management scheme is also being reviewed. The Township establishment is underway.

T 3.10.1

Applications for Land Use Development						
Detail	Formalisation of Townships		Rezoning		Built Environment	
	2022/2023	2023-2024	2022/2023	2023-2024	2022/2023	2023-2024
Planning application received		2,00		8,00		0,00
Determination made in year of receipt		0,00		6,00		0,00
Determination made in following year				2,00		0,00
Applications withdrawn		0,00		0,00		0,00
Applications outstanding at year end		2,00		2,00		0,00
						<i>T 3.10.2</i>

Chapter 3

Employees: Planning Services					
Job Level	2021/22	2023/24			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	2		1	-1	#DIV/0!
4 - 6	1	4	2	2	50%
7 - 9		1	0	1	100%
10 - 12				0	#DIV/0!
13 - 15				0	#DIV/0!
16 - 18				0	#DIV/0!
19 - 20				0	#DIV/0!
Total	3	5	3	2	40%

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 0: Planning Services					
					R'000
Details	2021/22	2023/24			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	20 982	0	0	0	#DIV/0!
Expenditure:					
Employees	1 706	0	2 022	2 159	100%
Repairs and Maintenance	1 706	0		0	#DIV/0!
Other	1 027	0		0	#DIV/0!
Total Operational Expenditure	4 439	0	2 022	2 159	100%
Net Operational Expenditure	-16 543	0	2 022	2 159	100%

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T 3.10.5

Chapter 3

Capital Expenditure Year 0: Planning Services					
R' 000					
Capital Projects	2023/24				
	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).					T 3.10.6

3.11 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

INTRODUCTION TO ECONOMIC DEVELOPMENT

Delete Directive note once comment is completed – Provide brief introductory comments on your economic development strategy and the contribution being made to the local economy in facilitating job creation through by Local Economic Development Services in year 0 (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. Refer to support given to those communities that are living in poverty. Give the name and extent of service provision of any municipal entity(ies) responsible for rendering Housing Services within the municipality.

T 3.11.1

Economic Activity by Sector			
R '000			
Sector	2020/21	2021/22	2022/23
Agric, forestry and fishing			
Mining and quarrying			
Manufacturing			
Wholesale and retail trade			
Finance, property, etc.			
Govt, community and social services			
Infrastructure services			R147 017 997,00
Total	0	-	147 017 997
T 3.11.3			

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Economic Activity by Sector		
		R '000
Sector	2021/22	2023/24
Agric, forestry and fishing		
Mining and quarrying		
Manufacturing		
Wholesale and retail trade		
Finance, property, etc.		
Govt, community and social services		
Infrastructure services		R147 017 997,00
Total	-	147 017 997
		T 3.11.3

COMMENT ON LOCAL JOB OPPORTUNITIES:

1. INTRODUCTION

Local Economic Development (LED) is the process of encouraging business development to boost the local economy, provide new work opportunities, and improve the quality of life and constituent engagement throughout the entire community.

Municipalities are oftentimes judged on the local development of the economy within their community, because local governments wield the power to encourage business registration and job growth within their neighborhood. Failure to stimulate business growth and encourage new work opportunities in the area will cause constituents to lose trust in their local government and elect new government officials. Further, neglecting the responsibility of job creation in your locality will create more poverty and financial instability throughout your city, and lead to different negative side effects.

Local Economic Development (LED) is the process of encouraging business development to boost the local economy, provide new work opportunities, and improve the quality of life and constituent engagement throughout the entire community.

During 2023/24 financial year we have seen many businesses in the town still feel the effects of the Covid-19 pandemic in the tourism sector, mining, transport, catering and other sectors . These businesses are operating under difficult economic climates trying to cover their day-to-day operational costs.

Even though there is a slow recovery,

The below report reflects the some areas of performance of LED office during the 2023/24 financial year and though there still a need to radically improve on the performance of LED Unit of the municipality.

2. SMME STALLS

The SMME Stalls were build by Assmang Mine to accommodate vanue of operations for the local SMME's in Postmasburg. The mine build about 15 stalls for the smme's in Tsantsabane municipality.

The SMME Stalls formed part of the Beeshoek Mine Social & Labour Plan 2 and was reported as complete in 2019 to the regulator which is the Department of Minerals and Energy. The Tsantsabane

Chapter 3

Local Municipality did acknowledge the completion of the project by signing off on the SLP (2) 2014-2019 Close Out Report which was submitted to DME.

The project was since completed in 2023 in March. The some of the stalls were handed over to local SMME's to operate their business.the municipality has a committee to oversee the applications and management of this stalls. This committee is to ensure compliance with the lease agreement.

3. TOWNSHIP ECONOMY

Township economy' refers to enterprises and markets based in the townships. These are enterprises operated by township entrepreneurs to meet primarily the needs of township communities and therefore can be understood a 'township enterprises' as distinguished from those operated by entrepreneurs outside the townships.

Kolomela Mine as part of their Social Labour (Plan SLP-2 and SLP-3) budget a total of R3.5 million for establishment of Township economies in Boichoko, Postdene and Newtown/White City

Land identification has been done and a request to Kolomela Mine to rezone all Erf's at the same time is submitted. The benchmark visit has been done at Danielskuil Traders Hub. Kolomela Mine partnered with Lesedi Powerplant as extension on the scope of the project.

BOICHOKO: Erf 728

- Fencing is complete
- Public Participation process has been done by Macroplan and The Survey General Approved.
- Drawings are complete and approved

Newtown: Erf 4287

- There were complications with the community regarding this Erf, The Office of the Mayor resolved the issue in December 2021.
- The fencing is complete and its being vandalised

Postdene: Erf 2480

- The service provider for fencing is appointed
- There are complications as some the houses entrance are facing the park.

4. PROPOSED SUMMER TSANTSABANE SUMMER MARKET PROJECT

This report seeks to inform the Council about the concept of Tsantsa Summer market Project.

A market can be loosely defined as a location where people regularly gather for the purchase and sale of provisions, livestock, and other goods. Moreover, a temporary public market is normally set up outdoors on certain day of the week, often but not always in a street. Sometimes these markets can be found in a car park or in a market square.

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Around the world, markets have evolved in different ways depending on local ambient conditions such as weather, tradition, and culture. In many countries, shopping at a local market is a standard feature of daily life to an extent that designated marketplaces have become listed sites of historic and architectural significance and represent part of a town's cultural asset and often become popular tourist attractions.

Tsantsabane Summer Market will be hosted annually by the Tsantsabane Municipality at the Springbok Street/ Showgrounds. This market must be launched to celebrate the Tsantsabane and create a developmental, safe, and alternative retail experience in the heart of Postmasburg.

Tsantsabane will be hosting the event for the first time with the plan to host it once a year and that it becomes a norm; to support the local economy and to offer a platform where residents can enjoy a fun evening out in a safe environment. The Market will grow over the years. For the key strategic pillars of Tsantsabane Municipality to be achieved, an extension or an increase of mini markets at Maremane, Groenwater, Jennhaven and Skeifontein is crucial. Local Economic Development (LED) will be hosting its first Summer Market for the 2022/2023 financial year at the Springbok Street/Showgrounds in Postmasburg.

LED and Tourism has partnered with the NPO (Trash to Treasure) due to lack of staff at the LED to plan and make this project a success. The Municipality will request Kolomela to extend the scope as the ERF need to be narrowed and Tsantsabane to create a new plan, it is done and approved.

5. PROPOSED MINI-MANUFACTURING HUB

Manufacturing is the creation or production of goods with the help of equipment, labor, machines, tools, and chemical or biological processing or formulation. It is the essence of the secondary sector of the economy. Manufacturing industries help in modernising agriculture. It reduces the heavy dependence of people on agriculture income by providing them jobs. It helps in eradication of unemployment & poverty. It helps in bringing down regional disparities. Manufacturing industries have higher employment, income, and output multipliers relative to the agriculture and services sectors. Manufacturing also promotes stronger inter-industry and inter-sectoral linkages, firm productivity, technological development, and innovation.

The manufacturing sector drives technological innovation and growth, whether that's chemical processing or mechanization. As a result, improvements in manufacturing often influence countless other industries, companies, and individuals farther down the supply chain.

LED and Tourism unit saw a need for establishment of a Mini-manufacturing hub. Most SMME's are operating in Manufacturing at their spaces. The need analysis has been done to be able to grow their business and create more employment and uplifting local economy.

ERF. 5274 has been identified that was approved by the council for Community radio Station and Local Tourism Organization. Request to LESEDI Power Project for containerized structure for the identified and existing small manufactures.

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6. CHALLENGES FACING THE LED UNIT OF TSANTSABANE MUNICIPALITY

- Lack of capacity in the office- the LED currently operate with one official responsible for all LED functions for the entire Tsantsabane municipality,
- Lack of coordination of local economic activities- All economic stake holders such as business chamber, SMME's, Business companies, and the authorities of government Tsantsabane are operating in isolation.
- Lack of sharing of information by strategic stakeholders
- Lack of funding and investments on local SMME's
- Poor funding for infrastructure for economic development for the local businesses,
- Low levels of investment on the following strategic economic sectors:
 - agriculture,
 - tourism
 - skills development institutions
 - manufacturing

7. RECOMMENDATIONS

To achieve or to address the above the following need to be adhered to by all role players:

- Municipality need to restructure its organogram to create more positions under LED. To ensure effective performance of LED office,
- A well coordinated approach under the municipal LED needs to be created to promote effective and efficient use of resources and to have a more impact in the communities
- A more inclusive plat form to be establish for the dissemination of information
- An inclusive strategic planning for all role players in the space of economic activity for better investment in skills and infrastructure
- To encourage more investment on strategic activities such as agriculture and manufacturing

T 3.11.4

Jobs Created during Year 2023/24 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 -2	12	0	12	
Year -1	18	0	18	
Year 0	4	0	4	
Initiative A (Year 0)	3	0	3	
Initiative B (Year 0)	5	0	5	
Initiative C (Year 0)				

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Job creation through EPWP* projects		
	EPWP Projects	Jobs created through EPWP projects
Details	No.	No.
Year -2020/21	1	28
Year -2021/22	0	0
Year - 2022/23	1	165
Year - 2023/24	0	155
* - Extended Public Works Programme		T 3.11.6

Annual report will be attached as Appendix T

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COMMENT ON LOCAL ECONOMIC DEVELOPMENT PERFORMANCE OVERALL:

To achieve or to address the above the following need to be adhered to by all role players:

- Municipality need to restructure its organogram to create more positions under LED. To ensure effective performance of LED office,
- A well coordinated approach under the municipal LED need to be created to promote effective and efficient use of resources and to have a more impact in the communities
- A more inclusive plat form to be establish for the dissemination of information
- An inclusive strategic planning for all role players in the space of economic activity for better investment in skills and infrastructure
- To encourage more investment on strategic activities such as agriculture and manufacturing

T 3.11.11

Chapter 3

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 Mission to have a clean, healthy and safe Tsantsabane is at the core of the provision of Community and Social Services. As a result, the department of Community and Social Services contributed substantially to the creation of sustainable jobs which translated into the appointment of 15 elementary workers that were living in under deserved communities.

T 3.5.2

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

INTRODUCTION TO LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES

The main objective of the library services is to increase opportunities for lifelong learning and social development to all communities in Tsantsabane Municipality by providing access to free, equitable and sustainable library and information services. The key issues for 2023/24 were improved and sustainable delivery of library services, promotion of a culture of reading, lifelong learning and increased usage of the library. One of the strategic objectives of the Library is to enable the community to gain access to knowledge and information that will improve their Socio- economic situation.

T3.12.1

SERVICE STATISTICS FOR LIBRARIES; ARCHIVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)

NO INFORMATION WAS AVAILABLE DURING THE COMPILATION OF THE REPORT

T 3.12.2

Chapter 3

Employees: Libraries; Archives; Museums; Galleries; Community Facilities; Other					
Job Level	2022/23	2023/24			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	1	0	0	0%
4 - 6	0	0	0	0	#DIV/0!
7 - 9	9	9	9		0%
10 - 12	0	0	0		#DIV/0!
13 - 15	4	4	4	0	0%
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total	13	14	13	0	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.

Financial Performance Year 0: Libraries; Archives; Museums; Galleries; Community Facilities; Other					
R'000					
Details	2022/23	2023/24			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue		1 300	1 300	1 362	5%
Expenditure:					
Employees	4 202	4 129	4 129	4 380	6%
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	34	0	0	0	#DIV/0!
Total Operational Expenditure	4 236	4 129	4 129	4 380	6%
Net Operational Expenditure	4 236	2 829	2 829	3 018	6%

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T 3.12.5

Capital Expenditure Year 0: Libraries; Archives; Museums; Galleries; Community Facilities; Other					
R' 000					
Capital Projects	Year 2023/24				
	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.

T 3.12.6

Chapter 3

3.13 CEMETORIES AND CREMATORIUMS

INTRODUCTION TO CEMETORIES & CREMATORIUMS

Delete Directive note once comment is completed – Provide brief introductory comments. Set out your top 3 service delivery 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 your service during the year. Refer to support given to those communities that are living in poverty.

T 3.13.1

SERVICE STATISTICS FOR CEMETORIES & CREMATORIUMS

T 3.13.2

Annual report will be attached as Appendix T

Employees: Cemeteries and Crematoriums					
Job Level	2021/22	2023/24			
	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	1	0	1	100%
7 - 9	0	0	0	0	#DIV/0!
10 - 12	0	0	0	0	#DIV/0!
13 - 15	2	4	1	3	75%
16 - 18	0	0	0	0	#DIV/0!
19 - 20	0	0	0	0	#DIV/0!
Total	2	5	1	4	80%

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 0: Cemeteries and Crematoriums					
Details	2021/22	2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0				#DIV/0!
Expenditure:					
Employees	761	918	918	710	-29%
Repairs and Maintenance	0				#DIV/0!
Other	6				#DIV/0!
Total Operational Expenditure	767	918	918	710	-29%
Net Operational Expenditure	767	918	918	710	-29%
Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.					T 3.13.5

Chapter 3

Capital Expenditure Year 0: Cemeteries and Crematoriums					
R' 000					
Capital Projects	2023/24				
	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).					T 3.13.6

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

Parks and Recreation play a vital role in our country and within our communities - we take the lead in preserving our natural resources which have real economic benefits; we are partners in combating some of the most complicated and expensive challenges our country faces such as poor nutrition, obesity and physical inactivity; and we know providing access to our programs, parks and facilities is not just a privilege, but a universal right.

T 3.23

3.23 SPORT AND RECREATION

SERVICE STATISTICS FOR SPORT AND RECREATION

T 3.23.1

Annual report will be attached as Appendix T

Chapter 3

Employees: Sport and Recreation					
Job Level	2021/22	2023/24			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	1	1	0	0%
4 - 6	1	2	1	1	50%
7 - 9	0	2	1	1	50%
10 - 12	0	0	0	0	#DIV/0!
13 - 15	13	16	12	4	25%
16 - 18		0			#DIV/0!
19 - 20		0			#DIV/0!
Total	14	21	15	6	29%

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.

R'000					
Details	2022/23	2023/24			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	70	0	0	0	#DIV/0!
Expenditure:					
Employees	7 433	7 427	6 357	7 889	6%
Repairs and Maintenance	0				#DIV/0!
Other	112				#DIV/0!
Total Operational Expenditure	7 545	7 427	6 357	7 889	6%
Net Operational Expenditure	7 475	7 427	6 357	7 889	6%

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T 3.23.4

Chapter 3

Capital Expenditure Year 0: Sport and Recreation					
R' 000					
Capital Projects	2023/24				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All			1218	100%	
PMG Sports Facilities in Postdene			1 217,93	100%	
Project B				#DIV/0!	
Project C				#DIV/0!	
Project D				#DIV/0!	
<i>Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.</i>					T 3.23.5

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

Provides legal and administrative support services to the institution to facilitate proficient administrative practices and procedures.

- ☐ Renders human resource management and support services to the municipality that will sustain the optimum utilisation of the municipality's human capital.
- ☐ Provides effective and efficient information and communication technology services.
- ☐ Provides comprehensive communication and intergovernmental relations services.
- ☐ Coordinates and provides functional and administrative support to the political office-bearers.
- ☐ Provides office management services to the Executive Mayor.
- ☐ Renders property and facilities management services.

T 3.24

Chapter 3

3.24 EXECUTIVE AND COUNCIL

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

INTRODUCTION TO EXECUTIVE AND COUNCIL

In terms of Section 4(2) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), a municipal council must, within the municipality's financial and administrative capacity, and having regard for practical considerations:

- ☐ Exercise the municipality's executive and legislative authority and use the resources of the municipality in the best interests of the community;
- ☐ Provide, without favour or prejudice, democratic and accountable government;
- ☐ Encourage the involvement of the community;
- ☐ Strive to ensure that municipal services are provided to the community in a financially and environmentally sustainable manner;
- ☐ Consult the community on the level, quality, range and impact of municipal services and the available options for service delivery;
- ☐ Give members of the community equitable access to the municipal services to which they are entitled;
- ☐ Promote and undertake development in the municipality;
- ☐ Promote gender equity in the exercise of the municipality's executive and legislative authority;
- ☐ Promote a safe and healthy environment in the municipality; and
- ☐ Contribute, together with other organs of state, to the progressive realisation of the fundamental rights contained in Sections 24, 25, 26, 27 and 29 of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996). Section 19(2) of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998) further imposes the following executive obligations on every municipal council. A council must annually review:

T 3.24.1

SERVICE STATISTICS FOR THE EXECUTIVE AND COUNCIL

T 3.69.2

Chapter 3

Employees: The Executive and Council					
Job Level	2021/22	2022/23			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	0	1	100%
4 - 6	3	2	1	1	50%
7 - 9	2	1	2	-1	-100%
10 - 12				0	#DIV/0!
13 - 15				0	#DIV/0!
16 - 18				0	#DIV/0!
19 - 20				0	#DIV/0!
Total	6	4	3	1	25%

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. T 3.24.4

Chapter 3

Annual report will be attached as Appendix T

Financial Performance Year 0: The Executive and Council					
R'000					
Details	2021/22	2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	11 169	0	0	0	#DIV/0!
Expenditure:					
Employees	4 635	6 381	6 381	7 439	14%
Repairs and Maintenance	0	0	0	0	#DIV/0!
Other	73	178	349	646	72%
Total Operational Expenditure	4 708	6 559	6 730	8 085	19%
Net Operational Expenditure	-6 461	6 559	6 730	8 085	19%
<i>Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.</i>					T 3.24.5

3.25 FINANCIAL SERVICES

INTRODUCTION FINANCIAL SERVICES

Tsantsabane Municipality has to implement projects that can help to improve the current cash strapped financial position. Council resolutions are needed to implement projects. The Council, Management and Officials need to work together to improve the cash flow situation of Tsantsabane Municipality. Management must submit quarterly progress reports to Council.

Objective/goals from previous adopted strategies and plans.

- Tsantsabane Municipality must provide free basic services to all indigent persons.
- All services that the Municipality renders must be of a high quality.
- The Council and Management must restore the trust of all the residents in Tsantsabane Municipality.
- Council and Management must be transparent with all transactions.
- Council and Management must communicate on a regular basis to all communities.
- Council should have strong partnership with churches, sport bodies, culture groups and the mining houses.
- Council must create an environment that encourages or enhances investment. We need investment to create jobs for the community.
- Council must collect all outstanding debt to maintain all the assets of the Municipality.
- Good governance is essential in Tsantsabane Municipality

Challenges experience within the municipality year on year to table a funded cash back budget, but limited to the list below;

- Non-payment culture experience from communities serving council services.
- Low collection rate and ineffective internal control to recover all monies owed.
- Aged infrastructure putting operational pressures on service delivery cost.

Chapter 3

- The overtime remains high as a result of dilapidated infrastructure, not efficient control over overtime. Employees are delaying services until after hours to claim overtime
- Distribution losses for water and electricity – no bulk meters, no audit on meters, theft and bypassing of meters, aged infrastructure.
- Un-serviced informal areas utilised resources without paying for service and municipality own usage not metered.
- Vacancies within the municipality causing capacity issue with the municipality struggling to recruit suitable skills for critical positions.
- Tsantsabane experiencing higher than normal immigration rate putting additional pressure on services
- Illegal connection to water, electricity and sewerage networks.
- MSCOA implementation is a challenge because of cost (affordability) and system readiness.
- Limited funding to buy pre- paid meters to assist in debt collection.

Conclusion:

To turn the tide around the municipality, need to focus on areas such as loss reduction both technical and non-technical, cost containment and revenue enhancement through a smart metering system that also enable to collect on arrears accounts.

With the introduction of prepaid meters, community members will be more aware of their water usage and reduce excessive water usage and losses. Prepaid water meters will be able to detect when there is a leakage and will assist curb water losses.

T 3.25.1

Debt Recovery							
R' 000							
Details of the types of account raised and recovered	2021/22		2022/23			2023/24	
	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 %	Estimated outturn for accounts billed in year	Estimated Proportion of accounts billed that were collected %
Property Rates			58 016				
Electricity - B			672				
Electricity - C			7 279				
Water - B			1 206				
Water - C			12 598				
Sanitation			32 394				
Refuse			19 586				
Other			731				
B- Basic; C= Consumption. See chapter 6 for the Auditor General's rating of the quality of the financial Accounts							T 3.25.2

Chapter 3

Concerning T 3.25.2

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.

T 3.25.2.1

Refer Annual performance Appendix T

Chapter 3

Employees: Financial Services					
Job Level	2021/22	2023/24			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	4	6	4	2	33%
4 - 6	5	8	5	3	38%
7 - 9	15	23	16	7	30%
10 - 12					#DIV/0!
13 - 15					#DIV/0!
16 - 18					#DIV/0!
19 - 20					#DIV/0!
Total	24	37	25	12	32%

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 0: Financial Services					
R'000					
Details	2021/22	2023/24			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	109 011	73 451	74 521	75 036	2%
Expenditure:					
Employees	15 676	2 290	2 290	12 292	81%
Repairs and Maintenance	49	1 281	1 251	883	-45%
Other	0	129 526	130 446	54 068	-140%
Total Operational Expenditure	15 725	133 097	133 987	67 243	-98%
Net Operational Expenditure	-93 286	59 646	59 466	-7 793	865%
Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.					T 3.25.5

Capital Expenditure Year 0: Financial Services					
R' 000					
Capital Projects	2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All				#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.					T 3.25.6

Chapter 3

3.26 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.

T 3.26.1

SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES

T 3.26.2

Annual report will be attached as Appendix T

Chapter 3

Employees: Human Resource Services					
Job Level	2022/23	2023/24			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	1	0	1	100%
4 - 6	3	5	3	2	40%
7 - 9	3	3	2	1	33%
10 - 12				0	#DIV/0!
13 - 15				0	#DIV/0!
16 - 18				0	#DIV/0!
19 - 20				0	#DIV/0!
Total	6	9	5	4	44%

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 0: Human Resource Services					
R'000					
Details	2022/23	2023/24			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	100	100	75	-33%
Expenditure:					
Employees	2 941	775	775	4 562	83%
Repairs and Maintenance	20	0	0	0	#DIV/0!
Other	225	1 261	2 548	2 243	44%
Total Operational Expenditure	3 186	2 036	3 323	6 805	70%
Net Operational Expenditure	3 186	1 936	3 223	6 730	71%

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

T 3.26.5

Capital Expenditure Year 0: Human Resource Services					
R' 000					
Capital Projects	2023/24				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	260	326	378	31%	
Project A	100	130	128	22%	280
Project B	80	91	90	11%	150
Project C	45	50	80	44%	320
Project D	35	55	80	56%	90

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

T 3.26.6

Chapter 3

COMMENT ON THE PERFORMANCE OF HUMAN RESOURCE SERVICES OVERALL:

Delete Directive note once comment is 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 0 and/or previous year actuals, or expected future variations).

T 3.26.7

3.27 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

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

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The services in the service portfolio contribute to the business objectives by providing a modern computing and communication environment.

T 3.27.1

SERVICE STATISTICS FOR ICT SERVICES

Emails
Desktop/laptop computing
Sebata FMS/EMS
IMIS
Eclipse Network
Antivirus
Website updates
Data projectors and screens
Ethernet network LAN
Wireless WAN
Updates
Internet Connection,
Printing and scanning
Backup
IT Training

T 3.27.2

Chapter 3

[illegible]

*Note: This statement should include no more than the top four priority service objectives. The indicators and targets specified above (columns (i) and (ii)) must be incorporated in the indicator set for each service. * 'Previous Year' refers to the targets that were set in the Year -1 Budget/IDP round; *Current Year' refers to the targets set in the Year 0 Budget/IDP round. *Following Year' refers to the targets set in the Year 1 Budget/IDP round. All targets must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Intergrated Development Plans (IDPs) and chapter 6 sets out the requirements for the reduction of greenhouse gas emissions. The indicators and targets must play a key role.*

Chapter 3

Employees: ICT Services					
Job Level	2021/22	2022/23			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3				0	#DIV/0!
4 - 6	2	3	2	1	33%
7 - 9				0	#DIV/0!
10 - 12				0	#DIV/0!
13 - 15				0	#DIV/0!
16 - 18				0	#DIV/0!
19 - 20				0	#DIV/0!
Total	2	3	2	1	33%

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. T3.27.4

Financial Performance Year 0: ICT Services					
R'000					
Details	2021/22	2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0				#DIV/0!
Expenditure:					
Employees	63	727	727	49	-1384%
Repairs and Maintenance					#DIV/0!
Other					#DIV/0!
Total Operational Expenditure	63	727	727	49	-1384%
Net Operational Expenditure	63	727	727	49	-1384%

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T 3.27.5

Capital Expenditure Year 0: ICT Services					
R' 000					
Capital Projects	2022/23				
	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. T 3.27.6

Chapter 3

COMMENT ON THE PERFORMANCE OF ICT SERVICES OVERALL:

Delete Directive note once comment is 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 0 and/or previous year actuals, or expected future variations).

T3.27.7

3.28 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

Delete Directive note once comment is completed – 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 Property, legal, risk management and procurement services during the year.

T3.28.1

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

T 3.28.2

Annual report will be attached as Appendix T

Chapter 3

COMMENT ON THE PERFORMANCE OF PROPERTY SERVICES OVERALL:

Delete Directive note once comment is 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 0 and/or previous year actuals, or expected future variations).

T 3.28.7

COMPONENT J: MISCELLANEOUS

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

INTRODUCTION TO MISCELLANEOUS

Delete Directive note once comment is completed – 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 this service during the year.

T 3.29.0

COMPONENT K: ORGANISATIONAL PERFORMANCE SCORECARD

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

[illegible]

Chapter 4

CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II)

INTRODUCTION

Delete Directive note once comment is completed - Provide a brief introduction to your municipality's organisational development function.

T 4.0.1

COMPONENT A: INTRODUCTION TO THE MUNICIPAL PERSONNEL

4.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

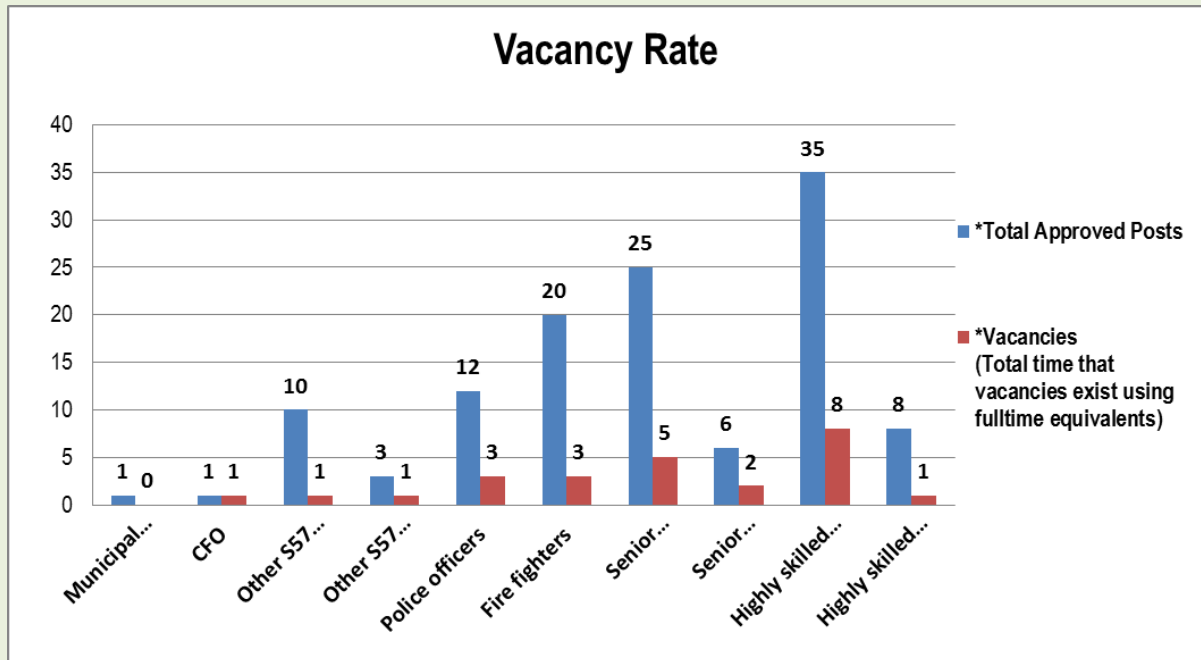
Employees					
Description	2021/22	2022/23			
	Employees	Approved Posts	Employees	Vacancies	Vacancies
	No.	No.	No.	No.	%
Water		18	12	6	33%
Waste Water (Sanitation)		35	27	8	23%
Electricity		15	6	9	60%
Waste Management		26	27	-1	-4%
Housing		3	3	0	0%
Roads and Stormwater		24	15	9	38%
Planning		7	3	4	57%
ICT		3	2	1	33%
HR		9	5	4	44%
MM Office - Internal Audit		2	1	1	50%
MM Office - Strategic services		6	4	2	33%
Corporate services - Legal and Admin services		6	4	2	33%
Corporate services - CRM		19	10	9	47%
Corporate services - Director		2	2	0	0%
Community & Social Services - Director		2	2	0	0%
Security and Safety		25	10	15	60%
Council		4	3	1	25%
Library		14	13	1	7%
Cemetery		5	1	4	80%
Finance		37	25	12	32%
Sport and Recreation		21	15	6	29%
Totals	0	283	190	93	0
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, as per the approved organogram.					T 4.1.1

Chapter 4

Vacancy Rate: Year 2022/23			
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	1	100,00
Other S57 Managers (excluding Finance Posts)	10	1	10,00
Other S57 Managers (Finance posts)	3	1	33,33
Police officers	12	3	25,00
Fire fighters	20	3	15,00
Senior management Levels 13-15 (excluding Finance Posts)	25	5	20,00
Senior management Levels 13-15 (Finance posts)	6	2	33,33
Highly skilled supervision: levels 9-12 (excluding Finance posts)	35	8	22,86
Highly skilled supervision: levels 9-12 (Finance posts)	8	1	12,50
Total	121	25	20,66

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.

T 4.1.2



Chapter 4

Turn-over Rate			
Details	Total Appointments as of beginning of Financial Year No.	Terminations during the Financial Year No.	Turn-over Rate*
2020/21	3	4	133%
2021/22	9	6	67%
2022/23			
* 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			T 4.1.3

COMMENT ON VACANCIES AND TURNOVER:

Delete Directive note once comment is completed - 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. Explain measures taken to successfully attract and retain staff.

T 4.1.4

COMPONENT B: MANAGING THE MUNICIPAL WORKFORCE

INTRODUCTION TO MUNICIPAL WORKFORCE MANAGEMENT

Note: MSA 2000 S67 requires municipalities to develop and adopt appropriate systems and procedures to ensure fair; efficient; effective; and transparent personnel administration in accordance with the Employment Equity Act 1998.

Delete Directive note once comment is completed – Discuss the range and emphasis of workforce management at your municipality and briefly mention progress made with the development of workforce policies and management practices during the year.

T 4.2.0

Chapter 4

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			
2	Attraction and Retention			
3	Code of Conduct for employees			
4	Delegations, Authorisation & Responsibility			
5	Disciplinary Code and Procedures			
6	Essential Services			
7	Employee Assistance / Wellness			
8	Employment Equity			
9	Exit Management			
10	Grievance Procedures			
11	HIV/Aids			
12	Human Resource and Development			
13	Information Technology			
14	Job Evaluation			
15	Leave			
16	Occupational Health and Safety			
17	Official Housing			
18	Official Journeys			
19	Official transport to attend Funerals			
20	Official Working Hours and Overtime			
21	Organisational Rights			
22	Payroll Deductions			
23	Performance Management and Development			
24	Recruitment, Selection and Appointments			
25	Remuneration Scales and Allowances			
26	Resettlement			
27	Sexual Harassment			
28	Skills Development			
29	Smoking			
30	Special Skills			
31	Work Organisation			
32	Uniforms and Protective Clothing			
33	Other:			
Use name of local policies if different from above and at any other HR policies not listed.				

T 4.2.1

COMMENT ON WORKFORCE POLICY DEVELOPMENT:

Delete Directive note once comment is completed – Comment on progress made during the year and plans for completing this work.

T 4.2.1.1

Chapter 4

4.3 INJURIES, SICKNESS AND SUSPENSIONS

Number and Cost of Injuries on Duty					
Type of injury	Injury Leave Taken	Employees using injury leave	Proportion employees using sick leave	Average Injury Leave per employee	Total Estimated Cost
	Days	No.	%	Days	R'000
Required basic medical attention only	60	5	8%	12	60
Temporary total disablement					
Permanent disablement					
Fatal					
Total	60	5	8%	12	60

T 4.3.1

Number of days and Cost of Sick Leave (excluding injuries on duty)						
Salary band	Total sick leave	Proportion of sick leave without medical certification	Employees using sick leave	Total employees in post*	*Average sick leave per Employees	Estimated cost
	Days	%	No.	No.	Days	R' 000
Lower skilled (Levels 1-2)					#DIV/0!	
Skilled (Levels 3-5)	Due to the fact that a manual system is used to capture all leave application the calculation could not be performed				#VALUE!	
Highly skilled production (levels 6-8)					#DIV/0!	
Highly skilled supervision (levels 9-12)					#DIV/0!	
Senior management (Levels 13-15)					#DIV/0!	
MM and S57					#DIV/0!	
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 column 2 divided by total employees in column 5

T 4.3.2

T 4.3.3

COMMENT ON INJURY AND SICK LEAVE:

Delete Directive note once comment is 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;

Chapter 4

and are personal records maintained of the number of instances of sick leave and amount of time taken each year?)

T 4.3.4

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
Debtors Collector	Misconduct		Final Written Warning	05/03/2024
Team Leader/Driver: Sewer Cleansing	Misconduct		Final Written Warning. With 5 days suspension without pay	29/12/2023
Operator: Public Works (D)	Misconduct		Final Written Warning	To be scheduled
IDP Officer	Misconduct		Written Warning	25/03/2024
Information Tech Officer	Misconduct		Recorded Verbal Warning	25/03/2024
Handyman Water Services	Misconduct		Terminated	24/01/2024
General Worker: Cemeteries	Misconduct		Written Warning	19/02/2024
General Worker: Building Maintenance	Misconduct		Written Warning	05/03/2024
Temporary Worker: Call Centre	Misconduct		Written Warning	29/05/2023
Operator: Skip Loader (Refuse Collection)	Misconduct		10 days suspension without pay	14/03/2024
Handyman Water Services	Misconduct		Written Warning	05/03/2024
General Worker Sewer (PL)	Misconduct		Written Warning	19/04/2024
Team Leader/Driver	Misconduct		Written Warning	19/04/2024
General Worker Sewer (PL)	Misconduct		Written Warning	24/04/2024
Tanker Driver: Tanker Services	Misconduct		Written Warning	08/07/2024
Handyman Water Services	Misconduct		Terminated	25/06/2024
Senior Electrician	Misconduct		Pending	
Clerk: E-NATIS	Misconduct		Pending	15/06/2024
Senior Housing Officer	Misconduct		Pending	13/07/2024
				T 4.3.5

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
NONE	NONE	NONE	NONE
			T 4.3.6

COMMENT ON SUSPENSIONS AND CASES OF FINANCIAL MISCONDUCT:

Delete Directive note once comment is complete – Comment on suspension of more than 4 months and on other matters as appropriate.

T 4.3.7

Chapter 4

4.4 PERFORMANCE REWARDS

Number Of Employees Whose Salaries Were Increased Due To Their Positions Being Upgraded		
Beneficiaries	Gender	Total
Lower skilled (Levels 1-2)	Female	None
	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 13-16)	Female	
	Male	
MM and S 57	Female	
	Male	
Total		0
Those with disability are shown in brackets '(x)' in the 'Number of beneficiaries'		T 4.6.2

COMMENT ON PERFORMANCE REWARDS:

Delete Directive note once comment is completed – Comment as appropriate.

T 4.4.1.1

COMPONENT C: CAPACITATING THE MUNICIPAL WORKFORCE

INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT

Note: MSA 2000 S68 (1) requires municipalities to develop their human resource capacity to a level that enables them to perform their functions and exercise their powers in an economical, effective, efficient and accountable way.

Delete Directive note once comment is completed – Discuss the way ahead and the improvements made and the challenges faced for capacity development in your municipality.

T 4.5.0

Chapter 4

4.5 SKILLS DEVELOPMENT AND TRAINING

Skills Matrix														
Management level	Gender	Employees in post as at 30 June Year 0	Number of skilled employees required and actual as at 30 June Year 0											
			Learnerships			Skills programmes & other short courses			Other forms of training			Total		
			No.	Actual: End of Year -1	Actual: End of Year 0	Year 0 Target	Actual: End of Year -1	Actual: End of Year 0	Year 0 Target	Actual: End of Year -1	Actual: End of Year 0	Year 0 Target	Actual: End of Year -1	Actual: End of Year 0
MM and s57	Female		5						0	1				1
	Male		5						1	2		1		2
Councillors, senior officials and managers	Female		2						3	3		3		3
	Male		3						4	4		4		4
Technicians and associate professionals*	Female		4						2	2		2		2
	Male		8						8	9		8		9
Professionals	Female		8						6	6		6		6
	Male		6						2	2		2		2
Sub total	Female		19						11	12		11		12
	Male		22						15	17		15		17
Total		0	82	0	0	0	0	0	0	52	58	0	52	58
*Registered with professional Associate Body e.g CA (SA)														
T 4.5.1														

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

T 4.5.1

Chapter 4

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	0	0	0	0	0	0
Chief financial officer	0	0	0	0	0	0
Senior managers	0	0	0	0	0	0
Any other financial officials	0	0	0	0	0	0
Supply Chain Management Officials						
Heads of supply chain management units	0	0	0	0	0	0
Supply chain management senior managers	0	0	0	1	1	1
TOTAL	0	0	0	1	1	1

* This is a statutory report under the National Treasury: Local Government: MFMA Competency Regulations (June 2007)

T 4.5.2

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						10	20	10	20
	Male						20	25	20	25
Legislators, senior officials and managers	Female									
	Male									
Professionals	Female									
	Male									
Technicians and associate professionals	Female									
	Male									
Clerks	Female									
	Male									
Service and sales workers	Female									
	Male									
Plant and machine operators and assemblers	Female									
	Male									
Elementary occupations	Female									
	Male									
Sub total	Female						10	20	10	20
	Male						20	25	20	25
Total		0	0	0	0	0	30	45	30	45
*% and *R value of municipal salaries (original budget) allocated for workplace skills plan.									%*	*R
T4.5.3										

T4.5.3

Chapter 4

COMMENT ON SKILLS DEVELOPMENT AND RELATED EXPENDITURE AND ON THE FINANCIAL COMPETENCY REGULATIONS:

Delete Directive note once comment is completed – Comment on the adequacy of training plans and the effectiveness of implementation at your municipality. Explain variances between actual and budgeted expenditure. Also comment on the adequacy of funding (e.g. is it intended to increase or decrease this level of spending in future years and how is the value of the training activity assessed?) Refer to MFMA Competency Regulations, the range of officials to which it relates and the deadline of 2013 by which it will become fully effective. Discuss the progress made on implementation at your municipality as reflected in T4.5.4 above.

T 4.5.4

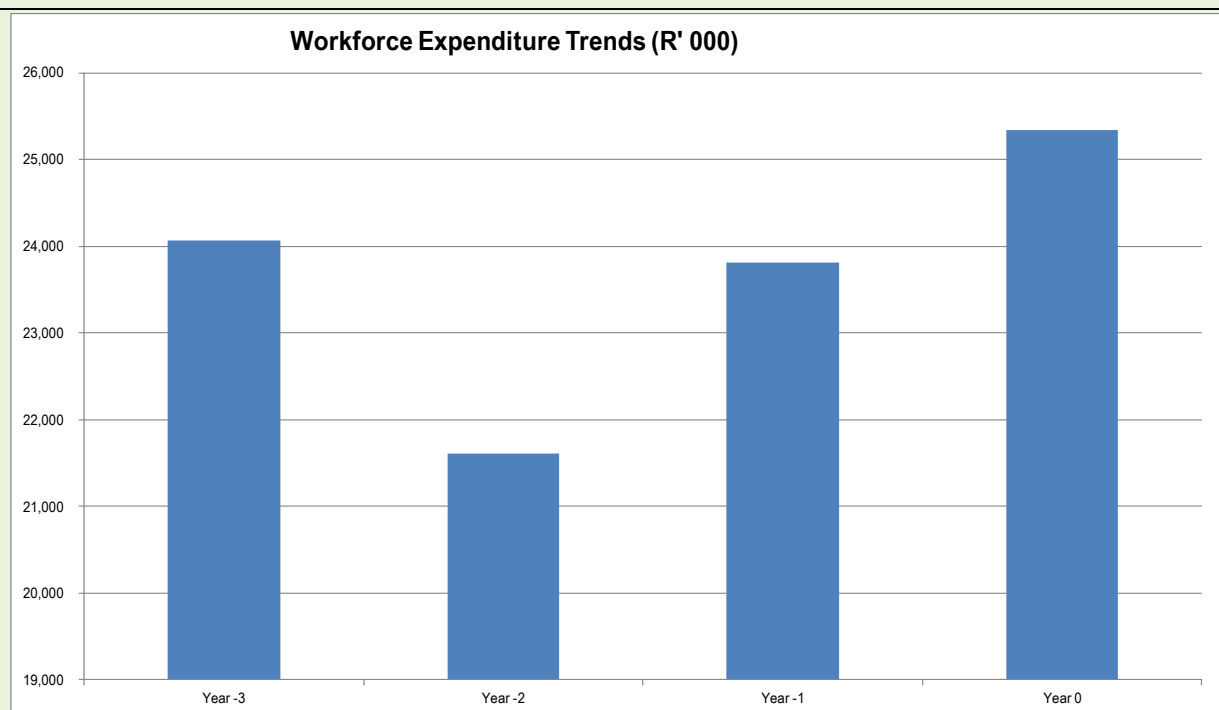
COMPONENT D: MANAGING THE WORKFORCE EXPENDITURE

INTRODUCTION TO WORKFORCE EXPENDITURE

Delete Directive note once comment is completed – Explain the importance of managing workforce expenditure, the pressures to overspend and how spending is controlled (e.g. within approved establishment and against budget and anticipated vacancy rates arising from turnover). Also explain how municipality seeks to obtain value for money from work force expenditure.

T 4.6.0

4.6 EMPLOYEE EXPENDITURE



Source: MBRR SA22

T 4.6.1

Chapter 4

COMMENT ON WORKFORCE EXPENDITURE:

Delete Directive note once comment is completed – 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.

T 4.6.1.1

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	
Highly skilled supervision (Levels 9-12)	Female	
	Male	
Senior management (Levels 13-16)	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 the column (as		

T 4.6.2

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

T 4.6.3

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

T 4.6.4

Chapter 4

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

Delete Directive note once comment is completed – Comment on T4.6.2 as appropriate and give further explanations as necessary with respect to T4.6.3 and T4.6.4.

T 4.6.5

DISCLOSURES OF FINANCIAL INTERESTS

Delete Directive note once comment is completed – Refer to disclosures made by officials and councillors concerning their financial interests as required by PM Regulations 805 of 2006 are set out in **Appendix J**. Make other comments as appropriate.

T 4.6.6

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

Delete Directive note once comment is completed - Please explain how your municipality sought to contain inflationary pressures during the financial year. Take the 5 most expensive consultancy arrangements in year 0 and explain the costs, the reasons for the engagements and the results. Include such other introductory remarks as you wish.

T 5.0.1

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.

Delete Directive note once comment is completed - This component provides an overview of the financial performance of the municipality and focuses on the financial health of the municipality.

T 5.1.0

Chapter 5

5.1 STATEMENTS OF FINANCIAL PERFORMANCE

Description	Year 0											Year -1			
	Original Budget	Budget Adjustments (i.t.o. s28 and s31 of the MFMA)	Final adjustments budget	Shifting of funds (i.t.o. s31 of the MFMA)	Virement (i.t.o. Council approved policy)	Final Budget	Actual Outcome	Unauthorised expenditure	Variance	Actual Outcome as % of Final Budget	Actual Outcome as % of Original Budget	Reported unauthorised expenditure	Expenditure authorised in terms of section 32 of MFMA	Balance to be recovered	Restated Audited Outcome
R thousands	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Financial Performance															
Property rates			-			-									
Service charges			-			-									
Investment revenue			-			-									
Transfers recognised - operational			-			-									
Other own revenue			-			-									
Total Revenue (excluding capital transfers and contributions)															
Employee costs			-			-									
Remuneration of councillors			-			-									
Debt impairment			-			-									
Depreciation & asset impairment			-			-									
Finance charges			-			-									
Materials and bulk purchases			-			-									
Transfers and grants			-			-									
Other expenditure			-			-									
Total Expenditure															
Surplus/(Deficit)															
Transfers recognised - capital			-			-									
Contributions recognised - capital & contributed assets			-			-									
Surplus/(Deficit) after capital transfers & contributions															
Share of surplus/ (deficit) of associate			-			-									
Surplus/(Deficit) for the year															
Capital expenditure & funds sources															
Capital expenditure															
Transfers recognised - capital			-			-									
Public contributions & donations			-			-									
Borrowing			-			-									
Internally generated funds			-			-									
Total sources of capital funds															
Cash flows															
Net cash from (used) operating			-			-									
Net cash from (used) investing			-			-									
Net cash from (used) financing			-			-									
Cash/cash equivalents at the year end															

T 5.1.1

Chapter 5

Financial Performance of Operational Services						
R '000						
Description	Year -1	Year 0			Year 0 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Operating Cost						
Water	26,485	23,572	28,075	23,042	-2.30%	-21.84%
Waste Water (Sanitation)	8,541	8,285	9,054	8,456	2.02%	-7.07%
Electricity	12,355	10,254	12,478	13,219	22.43%	5.61%
Waste Management	14,232	13,235	13,662	12,097	-9.41%	-12.94%
Housing	6,542	5,496	5,954	6,346	13.40%	6.19%
Component A: sub-total	68,155	60,842	69,222	63,161	3.67%	-9.60%
Waste Water (Stormwater Drainage)	5,643	5,530	5,925	5,304	-4.26%	-11.70%
Roads	5,643	5,530	5,925	5,304	-4.26%	-11.70%
Transport	5,322	4,470	5,747	4,630	3.45%	-24.14%
Component B: sub-total	16,607	8,455	8,624	9,554	11.50%	9.73%
Planning	1,254	1,003	1,191	1,354	25.93%	12.04%
Local Economic Development	2,516	2,063	2,264	2,340	11.83%	3.23%
Component B: sub-total	3,769	3,066	3,455	3,693	17.00%	6.46%
Planning (Strategic & Regulatory)	12,546	10,413	11,793	11,542	9.78%	-2.17%
Local Economic Development	2,355	2,190	2,425	2,402	8.82%	-0.98%
Component C: sub-total	14,900	12,603	14,218	13,944	9.62%	-1.97%
Community & Social Services	4,565	3,698	4,337	4,291	13.83%	-1.06%
Environmental Protection	5,649	4,971	6,157	4,971	0.00%	-23.86%
Health	5,649	4,971	6,157	4,971	0.00%	-23.86%
Security and Safety	5,649	4,971	6,157	4,971	0.00%	-23.86%
Sport and Recreation	5,649	4,971	6,157	4,971	0.00%	-23.86%
Corporate Policy Offices and Other	5,649	4,971	6,157	4,971	0.00%	-23.86%
Component D: sub-total	32,808	28,552	35,122	29,145	2.04%	-20.51%
Total Expenditure	136,240	113,518	130,642	119,497	5.00%	-9.33%
In this table operational income is offset against 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.						T 5.1.2

COMMENT ON FINANCIAL PERFORMANCE:

Delete Directive note once comment is completed – Comment on variances above 10%.

T5.1.3

Chapter 5

5.2 GRANTS

Grant Performance						
Description	R' 000					
	Year -1	Year 0		Year 0 Variance		
	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
Operating Transfers and Grants						
National Government:	33,977	–	–	24,756		
Equitable share	21,565			17,303		
Municipal Systems Improvement	4,524			2,182		
Department of Water Affairs	6,665			4,283		
Levy replacement	1,222			988		
Other transfers/grants [insert description]						
Provincial Government:	18,925	–	–	5,994		
Health subsidy	8,645			3,786		
Housing	4,865			1,502		
Ambulance subsidy	846			219		
Sports and Recreation	4,568			489		
Other transfers/grants [insert description]						
District Municipality:	–	–	–	–		
[insert description]						
Other grant providers:	–	–	–	–		
[insert description]						
Total Operating Transfers and Grants	52,902	–	–	30,751		
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. Full list of provincial and national grants available from published gazettes.						T 5.2.1

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 completed – Comment on the variances in the above table and other and indicate high value projects & total the remaining project.

T 5.2.2

Chapter 5

Grants Received From Sources Other Than Division of Revenue Act (DoRA)						
Details of Donor	Actual Grant Year -1	Actual Grant Year 0	Year 0 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						T 5.2.3

COMMENT ON CONDITIONAL GRANTS AND GRANT RECEIVED FROM OTHER SOURCES:

Delete Directive note once comment is completed – Use this box to provide additional information on grant benefits or conditions and reason for acceptance. Please also provide comments on grant surrendered to the National Revenue Fund with reasons that led to this.

T 5.2.4

5.3 ASSET MANAGEMENT

INTRODUCTION TO ASSET MANAGEMENT

Delete Directive note once comment is completed - Provide a brief overview on Asset Management as practiced within your organisation and outline the key elements of your Asset Management Policy. Explain how asset management is organised, the staff involved and the key delegations. Describe key issues under development. Indicate the approach to capacity development for this activity. Refer to the illustrations of asset management approach in relation to the new assets set out below.

T 5.3.1

Chapter 5

TREATMENT OF THE THREE LARGEST ASSETS ACQUIRED YEAR 0				
Asset 1				
Name				
Description				
Asset Type				
Key Staff Involved				
Staff Responsibilities				
	Year -3	Year -2	Year -1	Year 0
Asset Value				
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				
	Year -3	Year -2	Year -1	Year 0
Asset Value				
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				
	Year -3	Year -2	Year -1	Year 0
Asset Value				
Capital Implications				
Future Purpose of Asset				
Describe Key Issues				
Policies in Place to Manage Asset				
				T 5.3.2

Chapter 5

COMMENT ON ASSET MANAGEMENT:

Delete Directive note once comment is completed – With reference to the three projects approved in the year, set out above, describe how these projects were evaluated from a cost and revenue perspective, including Municipal tax and tariff implications (See MFMA section 19 (2) (a) & (b) and MSA section 74 (2) (d), (e) & (i)). Ensure that these projects are maintained on files that are readily accessible for audit inspection. Financial data regarding asset management may be sourced from **MBRR Table A9**

T 5.3.3

Repair and Maintenance Expenditure: Year 0				
R' 000				
	Original Budget	Adjustment Budget	Actual	Budget variance
Repairs and Maintenance Expenditure	125	129	128	-2%
T 5.3.4				

COMMENT ON REPAIR AND MAINTENANCE EXPENDITURE:

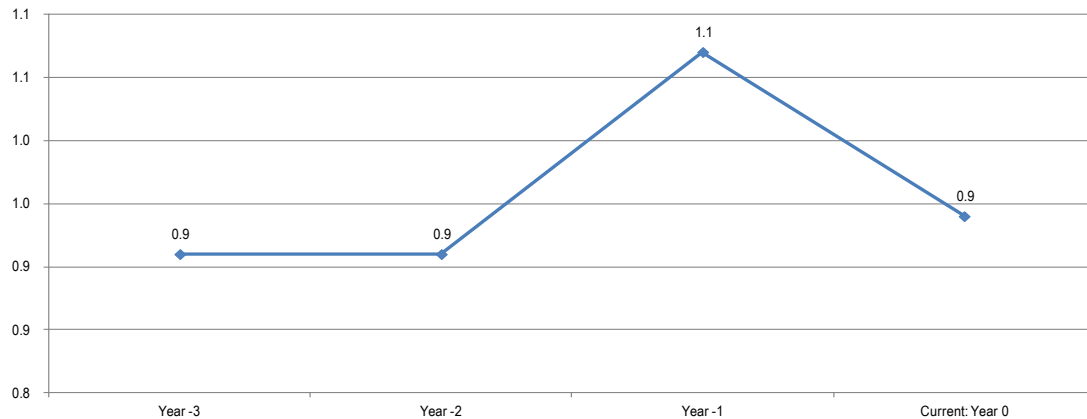
Delete Directive note once comment is completed – Comment on adequacy of Repair & Maintenance Expenditure and variances show in T5.3.4 above and on the implications of the proportion of operating budget spend on repairs and maintenance over the past four years set out below. Note that the repairs and maintenance expenditure in T5.3.4 must reconcile with the operational repairs and maintenance expenditure for all services set out in Chapter 3.

T 5.3.4.1

Chapter 5

5.4 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

Liquidity Ratio

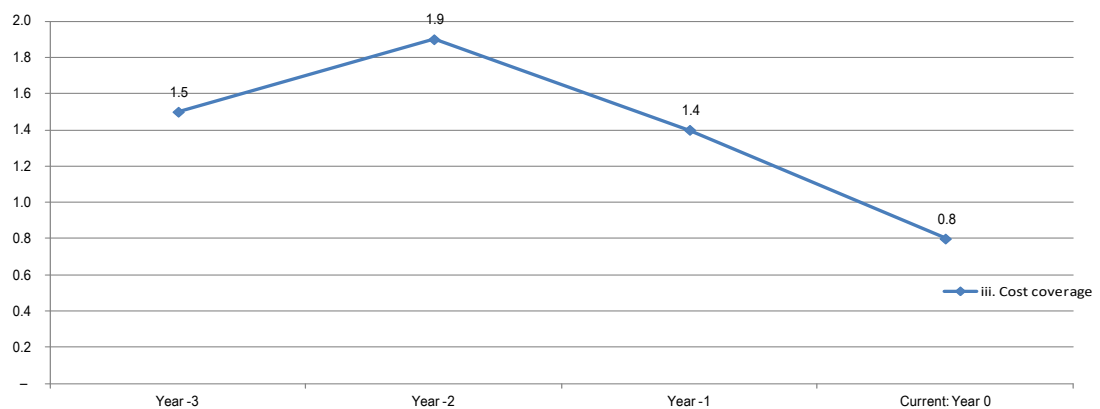


Liquidity Ratio – Measures the municipality's ability to pay its bills and is calculated by dividing the monetary assets (due within one year) by the municipality's current liabilities. A higher ratio is better.

Data used from MBRR SA8

T 5.4.1

Cost Coverage



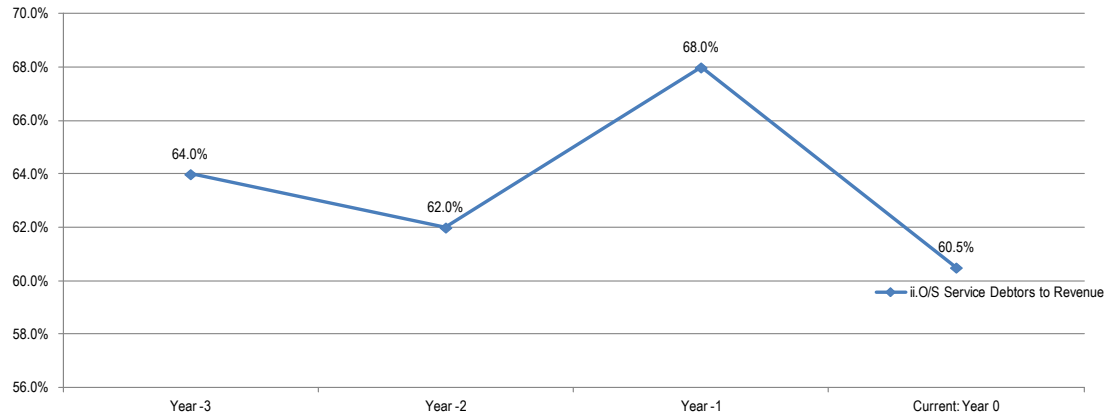
Cost Coverage– It explains how many months expenditure can be covered by the cash and other liquid assets available to the Municipality excluding utilisation of grants and is calculated

Data used from MBRR SA8

T 5.4.2

Chapter 5

Total Outstanding Service Debtors

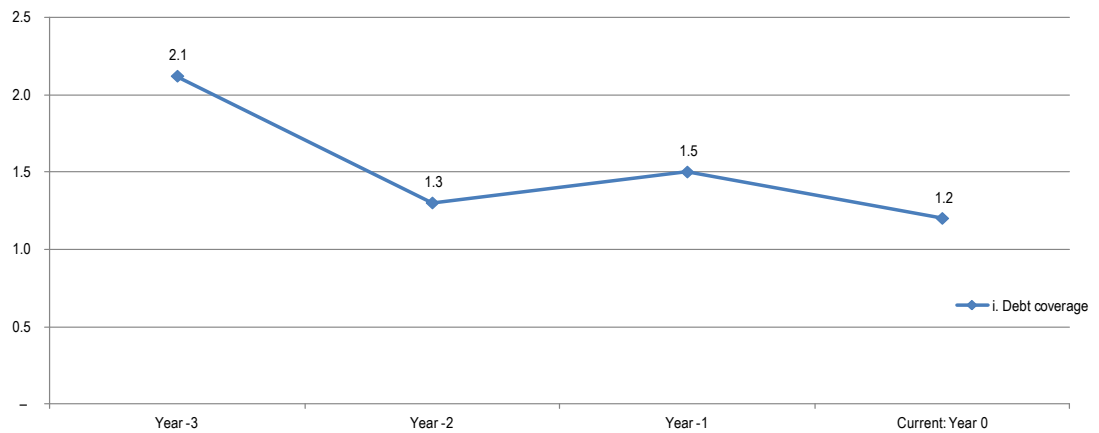


Total Outstanding Service Debtors – Measures how much money is still owed by the community for water, electricity, waste removal and sanitation compared to how much money has been paid for these services. It is calculated by dividing the total outstanding debtors by the total annual revenue. A lower score is better.

Data used from MBRR SA8

T 5.4.3

Debt Coverage



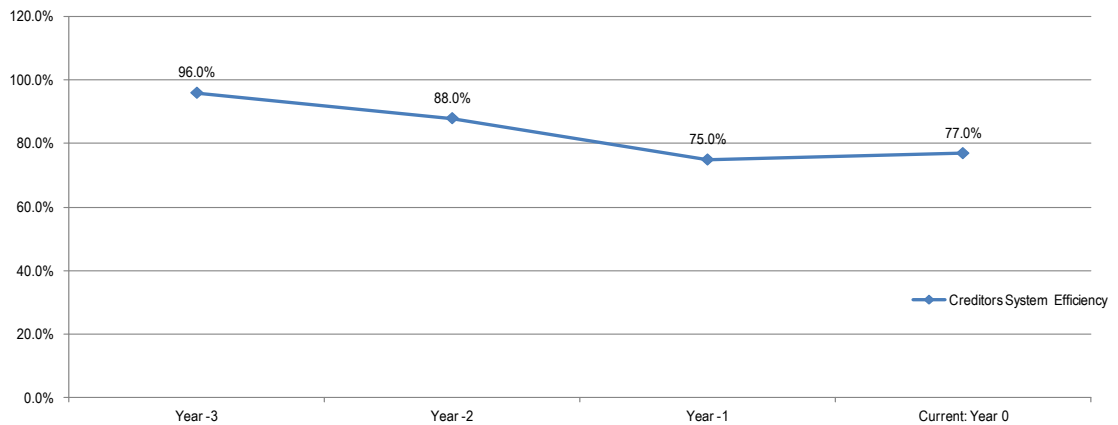
Debt Coverage– The number of times debt payments can be accommodated within Operating revenue (excluding grants) . This in turn represents the ease with which debt payments can be accommodated by the municipality

Data used from MBRR SA8

T 5.4.4

Chapter 5

Creditors System Efficiency

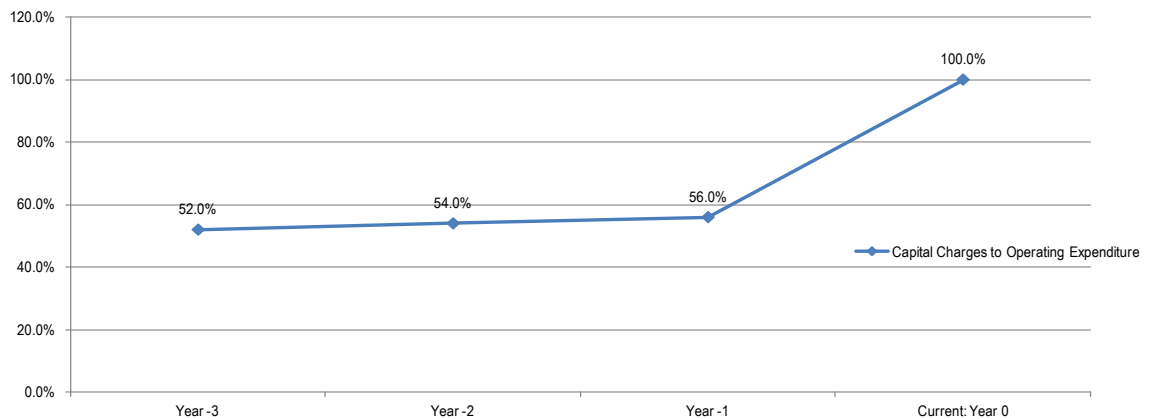


Creditor System Efficiency – The proportion of creditors paid within terms (i.e. 30 days). This ratio is calculated by outstanding trade creditors divided by credit purchases

Data used from MBRR SA8

T 5.4.5

Capital Charges to Operating Expenditure



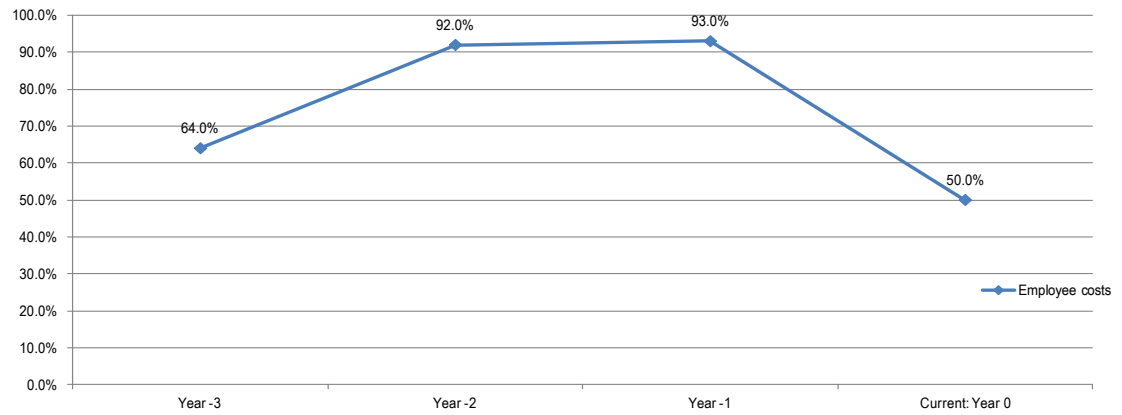
Capital Charges to Operating Expenditure ratio is calculated by dividing the sum of capital interest and principle paid by the total operating expenditure.

Data used from MBRR SA8

T 5.4.6

Chapter 5

Employee Costs

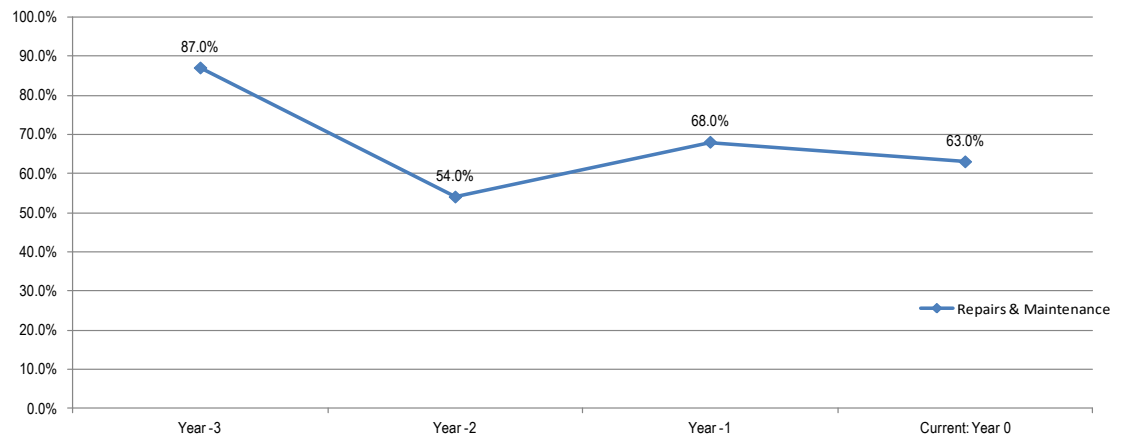


Employee cost – Measures what portion of the revenue was spent on paying employee costs. It is calculated by dividing the total employee cost by the difference between total revenue and capital revenue.

Data used from MBRR SA8

T 5.4.7

Repairs & Maintenance



Repairs and Maintenance – This represents the proportion of operating expenditure spent and is calculated by dividing the total repairs and maintenance.

Data used from MBRR SA8

T 5.4.8

Chapter 5

COMMENT ON FINANCIAL RATIOS:

Delete Directive note once comment is completed - Comment on the financial health of the municipality / municipal entities revealed by the financial ratios set out above. These ratios are derived from table **SA8 of the MBRR**.

T 5.4.9

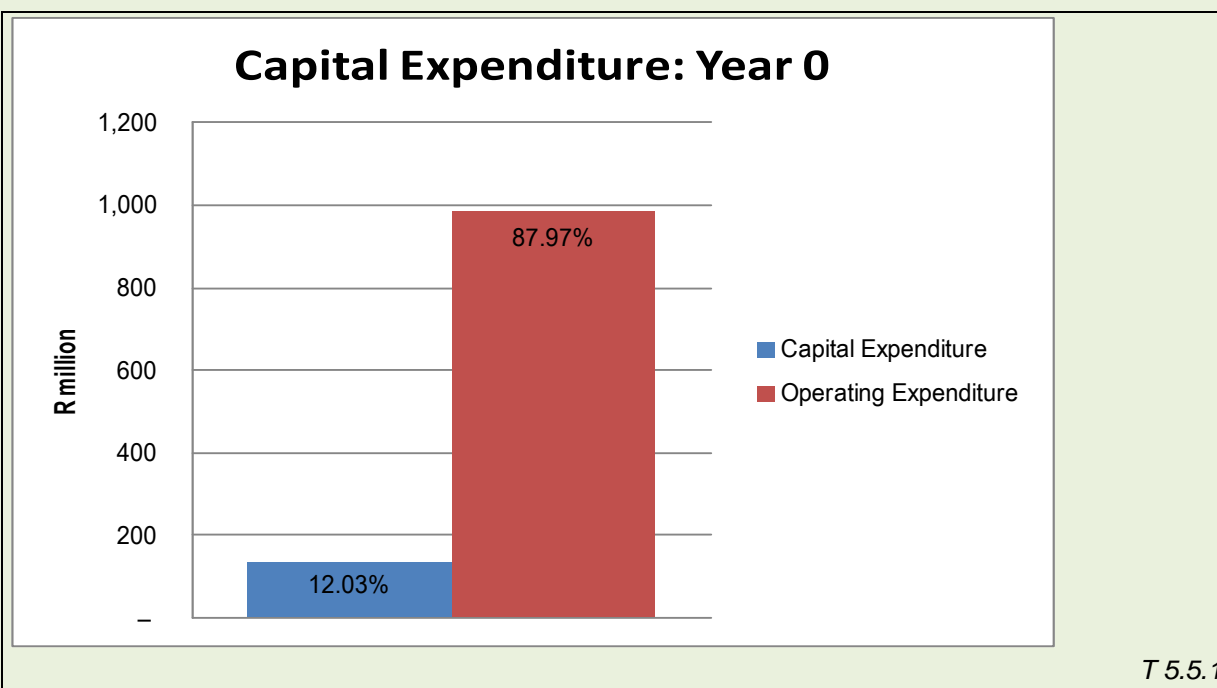
COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

INTRODUCTION TO SPENDING AGAINST CAPITAL BUDGET

Delete Directive note once comment is completed – 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. Highlight the 5 largest projects (see T5.7.1) and indicate what portion of the capital budget they use. In the introduction briefly refer to these key aspects of capital expenditure (usually relating to new works and renewal projects) and to **Appendices M** (relating to the new works and renewal programmes), **N** (relating to the full programme of full capital projects, and **O** (relating to the alignment of projects to wards).

T 5.5.0

5.5 CAPITAL EXPENDITURE



Chapter 5

5.6 SOURCES OF FINANCE

Capital Expenditure - Funding Sources: Year -1 to Year 0						
R' 000						
Details	Year -1	Year 0				
	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance						
External loans	3542	5500	5520	5511	0.36%	0.20%
Public contributions and donations	248	300	390	421	30.00%	40.33%
Grants and subsidies	3451	3700	3700	3856	0.00%	4.22%
Other	2451	4500	4600	4565	2.22%	1.44%
Total	9692	14000	14210	14353	32.59%	46.19%
Percentage of finance						
External loans	36.5%	39.3%	38.8%	38.4%	1.1%	0.4%
Public contributions and donations	2.6%	2.1%	2.7%	2.9%	92.1%	87.3%
Grants and subsidies	35.6%	26.4%	26.0%	26.9%	0.0%	9.1%
Other	25.3%	32.1%	32.4%	31.8%	6.8%	3.1%
Capital expenditure						
Water and sanitation	1845	4300	4250	4256	-1.16%	-1.02%
Electricity	1562	2400	2480	2453	3.33%	2.21%
Housing	1243	2700	2800	2685	3.70%	-0.56%
Roads and storm water	1352	1500	1400	1486	-6.67%	-0.93%
Other	3690	3500	3450	3473	-1.43%	-0.77%
Total	9692	14400	14380	14353	-2.22%	-1.08%
Percentage of expenditure						
Water and sanitation	19.0%	29.9%	29.6%	29.7%	52.4%	95.2%
Electricity	16.1%	16.7%	17.2%	17.1%	-150.1%	-205.4%
Housing	12.8%	18.8%	19.5%	18.7%	-166.8%	51.7%
Roads and storm water	13.9%	10.4%	9.7%	10.4%	300.2%	86.8%
Other	38.1%	24.3%	24.0%	24.2%	64.3%	71.7%
T 5.6.1						

COMMENT ON SOURCES OF FUNDING:

Delete Directive note once comment is completed – Explain any variations from the approved budget of more than 10% and discuss the total capital expenditure as a viable proportion of total expenditure.

T 5.6.1.1

Chapter 5

5.7 CAPITAL SPENDING ON 5 LARGEST PROJECTS

Capital Expenditure of 5 largest projects*					
R' 000					
Name of Project	Current: Year 0			Variance: Current Year 0	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
A - Name of Project				#DIV/0!	#DIV/0!
B - Name of Project				#DIV/0!	#DIV/0!
C - Name of Project				#DIV/0!	#DIV/0!
D - Name of Project				#DIV/0!	#DIV/0!
E - Name of Project				#DIV/0!	#DIV/0!
* Projects with the highest capital expenditure in Year 0					
Name of Project - A	Skeifontein 3 Bulk Water supply phase 2 started in 2021/2022 & still ongoing				
Objective of Project	Supply water to the residents				
Delays	Insufficient Budget. A slow progress in construction.				
Future Challenges	Vandalism of the panels that are connected to the boreholes structure				
Anticipated citizen benefits	Access to water				
Name of Project - B	Refurbishment of bulk water in Jenn-Haven started in 2023/24 and still ongoing				
Objective of Project	Supply water to the residents				
Delays	Funds were reallocated to Skeifontein. Slow progress due to unavailable funds				
Future Challenges	Theft of construction materials				
Anticipated citizen benefits	Access to sufficient water				
Name of Project - C	Electrification of the 1000 households in Greenfields started in 2022/2023 and completed in 2023/2024				
Objective of Project	Supply electricity to residents				
Delays	Sufficient budget & Construction stoppages				
Future Challenges	Allocated stands not being occupied by the beneficiaries will cause the theft of the materials connected in the structure				
Anticipated citizen benefits	Access to electricity				
Name of Project - D	MountainView Reservoir to Boichoko Connection started in 2022/2023				
Objective of Project	Supply water to the residents of Boichoko				
Delays	Slow progress in construction				
Future Challenges	No challenges anticipated				
Anticipated citizen benefits	Supply water to residents				
Name of Project - E	Newtown phase 1. Road and stormwater management 2023/2024				
Objective of Project	Paving of the Pendoring street				
Delays	Late appointment of service provider. Admininstration process: delay in the approval budget maintenance application				
Future Challenges	No challenges anticipated				
Anticipated citizen benefits	Paved road for the residents. Management of stormwater				
T 5.7.1					

COMMENT ON CAPITAL PROJECTS:

Delete Directive note once comment is completed - Provide information in the template above on the 5 largest projects, ranked according to their approved budget provision year 0. Comment on the variance between the original and adjustment budgets and on availability of future Budget provision to operate the projects and lessons learnt in the year about capital project implementation on time to budget.

T 5.7.1.1

Chapter 5

5.8 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS – OVERVIEW

INTRODUCTION TO BASIC SERVICE AND INFRASTRUCTURE BACKLOGS

Delete Directive note once comment is completed – Explain that need and cost of backlogs are the result of migration into an area; migration out of an area; the trend towards disaggregation of families into more than one housing unit; and the cost of renewing and upgrading core infrastructure. Explain how this balance effects net demand in your municipality and how your municipality is responding to the challenges created.

T 5.8.1

Service Backlogs as at 30 June Year 0				
			Households (HHs)	
	*Service level above minimum standard		**Service level below minimum standard	
	No. HHs	% HHs	No. HHs	% HHs
Water		%		%
Sanitation		%		%
Electricity		%		%
Waste management		%		%
Housing		%		%
% HHs are the service above/below minimum standard as a proportion of total HHs. 'Housing' refers to * formal and ** informal settlements.				

T 5.8.2

Municipal Infrastructure Grant (MIG)* Expenditure Year 0 on Service backlogs						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
Infrastructure - Road transport				%	%	
Roads, Pavements & Bridges				%	%	
Storm water				%	%	
Infrastructure - Electricity				%	%	
Generation				%	%	
Transmission & Reticulation				%	%	
Street Lighting				%	%	
Infrastructure - Water				%	%	
Dams & Reservoirs				%	%	
Water purification				%	%	
Reticulation				%	%	
Infrastructure - Sanitation				%	%	
Reticulation				%	%	
Sewerage purification				%	%	
Infrastructure - Other				%	%	
Waste Management				%	%	
Transportation				%	%	
Gas				%	%	
Other Specify:				%	%	
				%	%	
				%	%	
Total				%	%	
* 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.						T 5.8.3

Chapter 5

COMMENT ON BACKLOGS:

Delete Directive note once comment is completed - Comment on how MIG grants have been utilised to redress the backlogs and on the variances in T 5.8.3. If appropriate, comment that **Appendix P** contains details of schools and clinics that have been established that do not have ready access to one or more basic services and **Appendix Q** contains details of those services provided by other spheres of government (whether the municipality is involved on an agency basis or not) that carry significant backlogs.

T 5.8.4

COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENTS

INTRODUCTION TO CASH FLOW MANAGEMENT AND INVESTMENTS

Delete Directive note once comment is completed – Give a brief comment on the importance of cash flow management. Refer to the scope of this activity as indicated in this component and what you regard as the key management features of your municipality's approach. Refer to any other cash flow issues of current relevance to your municipality that are not adequately provided for in the format of this component.

T 5.9

Chapter 5

5.9 CASH FLOW

Cash Flow Outcomes				
Description	Year -1	Current: Year 0		
	Audited Outcome	Original Budget	Adjusted Budget	Actual
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Ratepayers and other				
Government - operating				
Government - capital				
Interest				
Dividends				
Payments				
Suppliers and employees				
Finance charges				
Transfers and Grants				
NET CASH FROM/(USED) OPERATING ACTIVITIES	-	-	-	-
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				
NET CASH FROM/(USED) INVESTING ACTIVITIES	-	-	-	-
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans				
Borrowing long term/refinancing				
Increase (decrease) in consumer deposits				
Payments				
Repayment of borrowing				
NET CASH FROM/(USED) FINANCING ACTIVITIES	-	-	-	-
NET INCREASE/ (DECREASE) IN CASH HELD	-	-	-	-
Cash/cash equivalents at the year begin:				-
Cash/cash equivalents at the year end:		-	-	-
Source: MBRR A7				T 5.9.1

Chapter 5

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**.

T 5.9.1.1

5.10 BORROWING AND INVESTMENTS

INTRODUCTION TO BORROWING AND INVESTMENTS

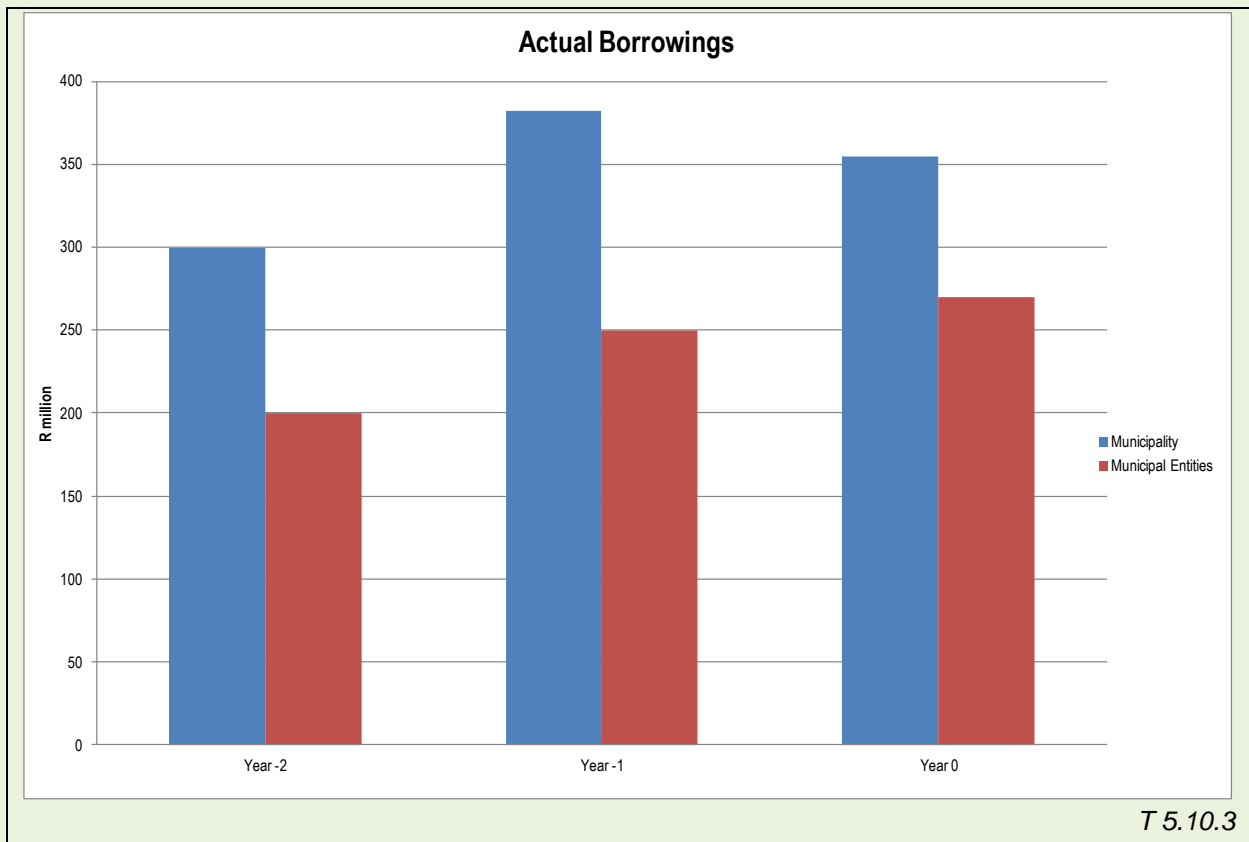
Delete Directive note once comment is completed – Explain briefly the relevance of borrowing and investments to you municipality with reference to the tables below and your municipality's requirements in the year. Information may be sourced from **table SA3 AND SA15 in the MBRR**.

T 5.10.1

Actual Borrowings: Year -2 to Year 0			
	R' 000		
Instrument	Year -2	Year -1	Year 0
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	500	632	625
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	0	0	0

T 5.10.2

Chapter 5



Chapter 5

Municipal and Entity Investments			
			R' 000
Investment* type	Year -2	Year -1	Year 0
	Actual	Actual	Actual
<u>Municipality</u>			
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			
Municipal Bonds			
Other			
Municipality sub-total	0	0	0
<u>Municipal Entities</u>			
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	0	0	0
Consolidated total:	0	0	0
			T 5.10.4

Chapter 5

COMMENT ON BORROWING AND INVESTMENTS:

Delete Directive note once comment is completed – Make clarifying comments on the above tables as necessary. All investments whether in the form of loans (in cash or kind) made by the municipality but not to one or more of the organisations set out above and all grants (in cash or kind) made to any form of organisation **must** be set out in full at **Appendix R**.

T 5.10.5

5.11 PUBLIC PRIVATE PARTNERSHIPS

PUBLIC PRIVATE PARTNERSHIPS

Delete Directive note once comment is 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.

T 5.11.1

COMPONENT D: OTHER FINANCIAL MATTERS

5.12 SUPPLY CHAIN MANAGEMENT

SUPPLY CHAIN MANAGEMENT

Delete Directive note once comment is completed - Provide a brief narrative that describes the progress made by your municipality in developing and implementing policies and practices in compliance with the guidelines set out in SCM Regulations 2005. State the number of Supply Chain officials that have reached the prescribed levels required for their positions (See MFMA Competency Regulation Guidelines) and state the number of prescribed officials that are yet to reach the necessary competency levels; and set out any remarks made in the previous Auditor-General's report or the report for year 0 concerning the quality of Supply Chain Management and detail the remedial action taken. Note comments made in Chapter 2, under section 2.8.

T 5.12.1

Chapter 5

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 is 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.

T 5.13.1

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 section 45 states that the results of performance measurement... must be audited annually by the Auditor-General.

Delete Directive note once comment is 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.

T 6.0.1

COMPONENT A: AUDITOR-GENERAL OPINION OF FINANCIAL STATEMENTS YEAR -1

6.1 AUDITOR GENERAL REPORTS YEAR -1 (PREVIOUS YEAR)

Auditor-General Report on Financial Performance: Year -1	
Audit Report Status*:	
Non-Compliance Issues	Remedial Action Taken
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)	
T 6.1.1	

Auditor-General Report on Service Delivery Performance: Year -1	
Audit Report Status:	
Non-Compliance Issues	Remedial Action Taken
T 6.1.2	

Chapter 6

COMPONENT B: AUDITOR-GENERAL OPINION YEAR 0 (CURRENT YEAR)

6.2 AUDITOR GENERAL REPORT YEAR 0

Auditor-General Report on Financial Performance Year 0*	
Status of audit report:	
Non-Compliance Issues	Remedial Action Taken
<p>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 0.</p>	
	T 6.2.1

Auditor-General Report on Service Delivery Performance: Year 0*	
Status of audit report**:	
Non-Compliance Issues	Remedial Action Taken
<p>* 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 0</p> <p>** Inclusion of "Status" depends on nature of AG's remarks on Performance Data.</p>	
	T 6.2.2

AUDITOR GENERAL REPORT ON THE FINANCIAL STATEMENTS: YEAR 0
<p>Delete Directive note once comment is completed - Attach report.</p>
T 6.2.3

COMMENTS ON AUDITOR-GENERAL'S OPINION YEAR 0:
<p>Delete Directive note once comment is completed - Provide comments from the Municipal Manager / CFO on the Auditor-General's opinion. Include comments on year 0 if it provides useful context.</p>
T 6.2.4

COMMENTS ON MFMA SECTION 71 RESPONSIBILITIES:
<p>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.</p>
<p>Signed (Chief Financial Officer)..... Dated</p>
T 6.2.5

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 “ <i>full and regular</i> ” 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 “ <i>what we do</i> ”.
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.
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 performance indicators Key	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.

GLOSSARY

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	<ul style="list-style-type: none"> • 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.
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.

GLOSSARY

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:	<p>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.</p> <p>Section 1 of the MFMA defines a "vote" as:</p> <p><i>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</i></p> <p><i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i></p>

APPENDICES

APPENDICES

APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/ or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non- attendance
	FT/PT			%	%
Helena English	FT	Financial Viability, Economic and	Ward	100%	0%
Lindiwe Teise	FT		Ward	100%	0%
DeYoungs Miennies	PT	Community and Technical, Exco	Ward	90%	10%
George Keorometswe	PT	Good Governance and Corporate Services,	Ward	90%	10%
Kealeboga Tonyane	PT	Good Governance and Corporate Services,	Ward	90%	10%
M Lottering	PT	Financial Viability, Economic and	Ward	80%	20%
Rochelle Devajee	PT	Good Governance and Corporate Services,	Ward	90%	10%
Dirk Esau	PT	Financial viability Ecoomic and development,	PR	90%	10%
James Boucher	PT	Community and Technical, MPAC	PR	100%	0%
Joan Ruiters	PT	Financial Viability, Economic and	PR	90%	10%
Michael Mabilo	PT	Good Governance and Corporate Services,	PR	90%	10%
Henry Beets	PT	Good Governance and Corporate Services,	PR	90%	10%
Gail Sibiya	PT	Good Governance and Corporate Services,	PR	80%	20%
Note: * Councillors appointed on a proportional basis do not have wards allocated to them					T A

Concerning T A

Of the 13 Councillors, 7 are Ward Councillors and 6 are Proportional Councillors (PR). The Speaker presides at meetings of Council.

T A.1

APPENDICES

APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director/Manager (State title and name)
Municipal Manager	Gaonyadiwi Mathobela (Municipal Manager)
Corporate Services	Itumeleng Cassius Nkadamang (Director Corporate Services)
Community Services	Julius Theys (Director Community Services)
Technical Services	Vacant (Julius Theys Acting as Director Technical Services)
Finance	Leonard Coakley (Financial Services) Resigned. Itumeleng Cassius Nkadamang Acting Financial Services
Planning and Development	Vacant
<i>Use as a spill-over schedule if top 3 tiers cannot be accommodated in chapter 2 (T2.2.2).</i>	
	TC

APPENDICES

APPENDIX D – FUNCTIONS OF MUNICIPALITY / ENTITY

APPENDICES

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	Yes	No
Building regulations	Yes	No
Child care facilities	No	No
Electricity and gas reticulation	Yes	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 Constitution or any other law	Yes	No
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto	No	No
Stormwater management systems in built-up areas	Yes	No
Trading regulations	Yes	No
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	Yes	No
Beaches and amusement facilities	No	No
Billboards and the display of advertisements in public places	Yes	No
Cemeteries, funeral parlours and crematoria	Yes	No
Cleansing	No	No
Control of public nuisances	No	No
Control of undertakings that sell liquor to the public	No	No
Facilities for the accommodation, care and burial of animals	No	No
Fencing and fences	No	No
Licensing of dogs	No	No
Licensing and control of undertakings that sell food to the public	No	No
Local amenities	Yes	No
Local sport facilities	Yes	No
Markets	Yes	No
Municipal abattoirs	No	No
Municipal parks and recreation	Yes	No
Municipal roads	Yes	No
Noise pollution	No	No
Pounds	Yes	No
Public places	Yes	No
Refuse removal, refuse dumps and solid waste disposal	Yes	No
Street trading	Yes	No
Street lighting	Yes	No
Traffic and parking	Yes	No
* If municipality: indicate (yes or No); * If entity: Provide name of entity		<i>T D</i>

APPENDICES

APPENDIX E – WARD REPORTING

Functionality of Ward Committees					
Ward Name (Number)	Name of Ward Councillor and elected Ward committee members	Committee established (Yes / No)	Number of monthly Committee meetings held during the year	Number of monthly reports submitted to Speakers Office on time	Number of quarterly public ward meetings held during year
Ward 1 (Part of Posdene)	Cllr Marko Lottering	Yes	12	4	12
	DESIREE ANDREAS	Yes	12	4	12
	MARIA ANDRE	Yes	12	4	12
	JEFFREY VAN WYK	Yes	12	4	12
	WILMA KAMFER	Yes	12	4	12
	PRISCILLA WILDEBEES	Yes	12	4	12
	MINAH PIETERSE	Yes	12	4	12
	MALETSATSI SUSAN MOHAPI	Yes	12	4	12
	CATHRINE SEBOKO	Yes	12	4	12
	LESEGO MORUTI	Yes	12	4	12
	LORATO ROOIBAADIJE	Yes	12	4	12
	Cllr Helena English	Yes	12	7	12
Ward 2 (Newtown)	RIANKA DILODILO	Yes	12	7	12
	ADAM PARKS TATAS	Yes	12	7	12
	MARY-AAN OLIFANT	Yes	12	7	12
	LORENZO JONES	Yes	12	7	12
	SINAH TONYANE	Yes	12	7	12
	JERRY SELEKE	Yes	12	7	12
	POLOKO LUCIA MOTHIBEDI	Yes	12	7	12
	ANCLETTA MPHOLWANE	Yes	12	7	12
	MINAH MOLUSI	Yes	12	7	12
	ESTHER MANKAYI	Yes	12	7	12
	Cllr Rochelle Devaajee	Yes	12	5	12
	AMANDA MOREBODI	Yes	12	5	12
Ward 3 (Part of Posdene)	MARY-AAN VAN DER WESTHUIZEN	Yes	12	5	12
	JAMES BOUCHER	Yes	12	5	12
	JESMIEN WAPAD	Yes	12	5	12
	SYLVIA ROMAN	Yes	12	5	12
	BILLY NEELSE	Yes	12	5	12
	PETRONELLA MINNIES	Yes	12	5	12

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	EDWIN BESSIES	Yes	12	5	12
	HELEN RAINE SAPTOU	Yes	12	5	12
	BEVERLEY SMITH	Yes	12	5	12
Ward 4 (Boichoko)	Cllr George Keorometswe	Yes	12	5	12
	JOYCE BAITSONEDI	Yes	12	5	12
	TLWAELO THEO	Yes	12	5	12
	JEANNY BELANG	Yes	12	5	12
	KELETSO MOROGONG	Yes	12	5	12
	MASABATA MAJONI	Yes	12	5	12
	MAGADALENE MOENG	Yes	12	5	12
	THANDI SEMPE	Yes	12	5	12
	MARIA MNYAKA	Yes	12	5	12
	DIPUO MOSES	Yes	12	5	12
	LEBOGANG MOGANENE	Yes	12	5	12
Ward 5 (Maranteng)	Cllr Kealeboga Tonyane	Yes	12	6	12
	MIRRIAM BOTE	Yes	12	6	12
	PAULINA DAVIDS	Yes	12	6	12
	SOPHIE DIKHUDDU	Yes	12	6	12
	XOLISWA GLORIA XWAXA	Yes	12	6	12
	LUCKY DAVID MORAPEDI	Yes	12	6	12
	MPHO KGATLANE	Yes	12	6	12
	VINCENT POLEHELO	Yes	12	6	12
	ANDRIES KGATLHANE	Yes	12	6	12
	EDITH KEDIEMETSE SESINYI	Yes	12	6	12
	NKAGISANG MONGALENYANE	Yes	12	6	12
Ward 6 (White City)	Cllr DeYoung Miennies	Yes	12	4	12
	ELIZABETH BOORMAN	Yes	12	4	12
	VUYISWA SEDIANE	Yes	12	4	12
	BOICHOKO GOREKWANG	Yes	12	4	12
	IRENE TINGHITSI	Yes	12	4	12
	DAISY MOTLHASI	Yes	12	4	12
	BETTY PITSO	Yes	12	4	12
	CHIPPA NERO	Yes	12	4	12
	BOITUMELO LOBESE	Yes	12	4	12
	KGAOGANO POLELO	Yes	12	4	12
	MALEBO MOTSOMI	Yes	12	4	12
Ward 7 (Boichoko)	Cllr Lindiwe Teise	Yes	12	7	12
	REABETSWA MONNANYANE	Yes	12	7	12

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	KELEBOGILE MOROGONG	Yes	12	7	12
	LETLHOGONOLO MAITSIBOA	Yes	12	7	12
	KEGOMODITSWE MOLEBATSİ	Yes	12	7	12
	KEGOMODITSWE MOETSI	Yes	12	7	12
	JOHN MORAKE	Yes	12	7	12
	MARY MACHETE	Yes	12	7	12
	NOMATHEMBA PLAATJIES - RENS	Yes	12	7	12
	DELINE MOSIAPOA	Yes	12	7	12
	NOMBULELO DANIELS	Yes	12	7	12
					<i>TE</i>

APPENDICES

APPENDIX F – WARD INFORMATION

Ward Title: Ward Name (Number)				
Capital Projects: Seven Largest in Year 0 (Full List at Appendix O)				
				R' 000
No.	Project Name and detail	Start Date	End Date	Total Value
1	Water Management	03/2020	not yet complete	27000000
				T F.1

Basic Service Provision					
Detail	Water	Sanitation	Electricity	Refuse	Housing
Households with minimum service delivery	12810	11158	11158	11300	<div></div>
Households without minimum service delivery					
Total Households*					
Houses completed in year	<div></div>				
Shortfall in Housing units					
*Including informal settlements					T F.2

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	Priority Name and Detail	Progress During Year 0
	water	still outstanding
	electricity	still outstanding
	sanitation	still outstanding
	roads	25% done
		T F.3

ELECTED WARD MEMBERS (STATING NUMBER OF MEETING ATTENDED – MAXIMUM 12 MEETINGS)
Names: xxx (8); xxx (7)...
T F.3

APPENDICES

APPENDIX I – MUNICIPAL ENTITY/ SERVICE PROVIDER PERFORMANCE SCHEDULE

Municipal Entity/Service Provider Performance Schedule									
Name of Entity & Purpose (i)	(a) Service Indicators	Year 0		Year 1			Year 2	Year 3	
	(b) Service Targets (ii)	Target	Actual	Target		Actual	Target		
		*Previous (iii)	(iv)	*Previous (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following (x)
no contract management done on service providers									
Note: This statement should include no more than the top four priority indicators. * 'Previous Year' refers to the targets that were set in the Year -1 Budget/IDP round; *'Current Year' refers to the targets set in the Year 0 Budget/IDP round. *'Following Year' refers to the targets set in the Year 1 Budget/IDP round. Note that all targets must be fundable within approved budget provision. In column (ii) set out the Service									

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APPENDICES

APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July to 30 June of Year 2023/24		
Position	Name	Description of Financial interests* (Nil / Or details)
(Executive) Mayor		
Member of MayCo / Exco		
Councillor		
	D Esau	Tsantsa Test (Pty) Ltd
	OM Mabilo	Bopelo Jwa Ga Mabilo. TCF Funeral, Clemima (Pty) Ltd, Mabamosa (Pty) Ltd
Municipal Manager	H Mathobela	Africa Daiz CC, MNN Resources CC
Chief Financial Officer	L Coakley	C2M Investments (Pty) Ltd
Deputy MM and (Executive) Directors		
Director Community Services	J Theys	Caren Couture (Pty) Ltd, Rose Gold Projects and Events
Other S57 Officials		

* Financial interests to be disclosed even if they incurred for only part of the year. See MBRR SA34A

APPENDIX K: REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

APPENDICES

APPENDIX K (i): REVENUE COLLECTION PERFORMANCE BY VOTE

Revenue Collection Performance by Vote						
R' 000						
Vote Description	Year -2018/19	Current: Year 2019/20			Year 0 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Executive and Council					0%	0%
Financial Services	107 534	226 223	226 223	167 743	-35%	-35%
Community Services					#DIV/0!	#DIV/0!
Technical Services					#DIV/0!	#DIV/0!
Total Revenue by Vote	107 534	226 223	226 223	167 743	-34,86%	-34,86%
<i>Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.</i> <i>This table is aligned to MBRR table A3</i>						T K.1

APPENDIX K (ii): REVENUE COLLECTION PERFORMANCE BY SOURCE

APPENDICES

Revenue Collection Performance by Source						
R '000						
Description	Year -2018/19	Year 2019/20			Year 0 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	27 421	80 000	80 000	64 368	-24%	-24%
Service charges - electricity revenue	28 097	57 440	57 440	47 930		
Service charges - water revenue	12 320	19 765	19 765	15 357	-29%	-29%
Service charges - sanitation revenue	21 839	21 246	25 114	26 076	19%	4%
Service charges - refuse revenue	13 319	11 305	15 400	14 011	19%	-10%
					#DIV/0!	#DIV/0!
Rental of facilities and equipment	428	258	428	356		
Interest earned - external investments	1 131	693	693	887	22%	22%
Interest earned - outstanding debtors		-	-		#DIV/0!	#DIV/0!
Dividends received		-	-			
Fines, penalties and forfeits	417	631	631	125		
Licences and permits	1 287	547	547	842	35%	35%
Agency services		-	-		#DIV/0!	#DIV/0!
Transfers and subsidies	50 799	48 090	48 090	58 922		
Other revenue	399	422	1 150	533	21%	-116%
Gains on disposal of PPE		25 000	25 000	4 393	-469%	-469%
					#DIV/0!	#DIV/0!
	-	-	-	-		
Total Revenue (excluding capital transfers and contributions)	157 457	265 398	274 259	233 799	-13,52%	-17,31%
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

APPENDICES

Conditional Grants: excluding MIG						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
Neighbourhood Development Partnership Grant						
Public Transport Infrastructure and Systems Grant						
Other Specify:						
						The Financial Management Grant is paid by National Treasury to municipalities to help implement the financial management reforms required by the Municipal Finance Management
FMG	2 880	2 880	2 880	0%	0%	Act (MFMA), 2003
EPWP	1 130	1 130	1 130	0%	0%	Work creation
INEP	2 000	2 000	2 000	0%	0%	Electrification backlog
Kolomela	3 133	3 133	3 133	0%	0%	Financial support
Disaster grant	89	89	89	0%	0%	Assist Covid 19
LG Seta	139	139	139	0%	0%	Municipal Training
Sport and Recreation	1 326	1 326	1 194	-11%	-11%	Library Services
Total	10 697	10 697	10 565	-1%	-1%	
* 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 T 5.8.3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. Obtain a list of grants from national and provincial government.						T L

COMMENT ON CONDITIONAL GRANTS EXCLUDING MIG:

Delete Directive note once comment is completed – Use this box to provide additional information on grant benefits or conditions and reasons for acceptance.

T L.1

APPENDICES

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 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	-	14 299		9 650	14 884	14 299	-
Infrastructure: Road transport - Total	-	-		-	-	-	-
Roads, Pavements & Bridges							
Storm water							
Infrastructure: Electricity - Total	-	-		-	-	-	-
Generation							
Transmission & Reticulation							
Street Lighting							
Infrastructure: Water - Total	-	14 299		9 650	14 884	14 299	-
Dams & Reservoirs		14 299	14 299	9 650	14 884	14 299	
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							
Table continued next page							

APPENDICES

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
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							

Table continued next page

Table continued from previous page

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Heritage assets - Total	–	–		–	–	–	–
Buildings							
Other							
Investment properties - Total	–	–		–	–	–	–
Housing development							
Other							
Other assets	–	–		–	–	–	–
General vehicles							
Specialised vehicles							
Plant & equipment							
Computers - hardware/equipment							
Furniture and other office equipment							
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other							
Agricultural assets	–	–		–	–	–	–
List sub-class							
Biological assets	–	–		–	–	–	–
List sub-class							
Intangibles	–	500		–	158	150	–
Computers - software & programming		500	150	–	158	150	
Other (list sub-class)							
Total Capital Expenditure on new assets	–	500		–	158	150	–
Specialised vehicles	–	–		–	–	–	–
Refuse							
Fire							
Conservancy							
Ambulances							

* Note: Information for this table may be sourced from MBRR (2009: Table SA34a)

APPENDICES

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

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
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	-	-		-	-	-	-
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							
Heritage assets	-	-		-	-	-	-
Buildings							
Other							
Table continued next page							

APPENDICES

Table continued from previous page

Capital Expenditure - Upgrade/Renewal Programme*							
							R '000
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Investment properties	-	-		-	-	-	-
Housing development							
Other							
Other assets	-	-		-	-	-	-
General vehicles							
Specialised vehicles							
Plant & equipment							
Computers - hardware/equipment							
Furniture and other office equipment							
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other							
Agricultural assets	-	-		-	-	-	-
List sub-class							
Biological assets	-	-		-	-	-	-
List sub-class							
Intangibles	-	-		-	-	-	-
Computers - software & programming							
Other (list sub-class)							
Total Capital Expenditure on renewal of existing assets	-	-		-	-	-	-
Specialised vehicles	-	-		-	-	-	-
Refuse							
Fire							
Conservancy							
Ambulances							

* Note: Information for this table may be sourced from MBRR (2009: Table SA34b)

T M.2

APPENDICES

APPENDIX N – CAPITAL PROGRAMME BY PROJECT YEAR 0

Capital Programme by Project: Year 0					
					R' 000
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
Water					
Bulk water	14 799	14 449	9 650	-50%	-53%
Jen Haven Roads				#DIV/0!	#DIV/0!
Budgiestreet roads				0%	0%
Economic development					
Sports, Arts & Culture					
Library				0%	0%
Environment					
Health					
Safety and Security					
Public Safety				0%	0%
ICT and Other					
Computers	500	150	–	0%	0%
Furniture and office equipment	385	200	168	-19%	-129%
					T N

APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD YEAR 0

APPENDICES

Capital Programme by Project by Ward: Year 0		
		R' 000
Capital Project	Ward(s) affected	Works completed (Yes/No)
Water		
"Project A" Bulk water	Ward 7	NO
"Project B"		
Sanitation/Sewerage		
Electricity		
Housing		
Refuse removal		
Stormwater		
Economic development		
Sports, Arts & Culture		
Environment		
Health		
Safety and Security		
ICT and Other		
		T O

APPENDICES

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.				TP

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

Service Backlogs Experienced by the Community 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:		
ward 1-7	2000 houses	people staying in terrible structures
Licencing and Testing Centre:		
Reseviors		
Schools (Primary and High):		
Sports Fields:	7 sports field	
ward1		No venue to impliment youth sports activities
ward2		
ward3		
ward4		

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APPENDICES

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

Declaration of Loans and Grants made by the municipality: Year 0				
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 0 R' 000	Total Amount committed over previous and future years
	NONE			
* Loans/Grants - whether in cash or in kind				T R

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APPENDIX S – 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		
* Note: Some of the outputs detailed on this table may have been reported elsewhere in the Annual Report. Kindly ensure that this information consistent.		
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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.