

# 2015/16 ANNUAL REPORT

Final Audited  
March 2017



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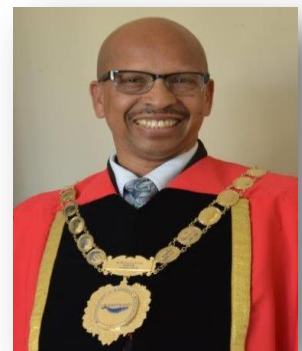
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## COMPONENT A: MAYOR'S FOREWORD

### Dear Stakeholder,

As the newly elected, Executive Mayor of Overstrand Municipality, it is my honour and privilege to present the Annual Report, for the 2015/16 financial year.

This document which reflects the performance of our organization over the past financial year is extremely valuable, as it helps stakeholders and leaders navigate through the obstacles and pitfalls of service delivery, in order to benchmark new standards of performance and set new goals for improvement.



#### a. Vision

The 3<sup>rd</sup> review of our 5 year Integrated Development Plan (IDP) for 2012/2017 was successfully adopted by Council on 28 May 2015.

For the 2015/16 IDP review our strategic direction is as follows:

We retained our **Vision**- "To be a centre of excellence for the community"

We retained our **Mission** – "To create sustainable communities by delivering optimal services to support economic, social and environmental goals in a politically stable environment".

Our **five strategic objectives** were reaffirmed:

1. The provision of democratic, accountable and ethical governance;
2. The provision and maintenance of municipal services;
3. The encouragement of structured community participation in the matters of the Municipality;

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4. The creation and maintenance of a safe and healthy environment;
5. The promotion of tourism, economic and social development.

Our service delivery on these strategic objectives for the period under review is clearly cited in Chapter 3 of this report.

### b. Political changes

In a by-election for ward 13 Dr. J Kloppers-Lourens was elected as the new councillor.

### c. Key Policy Developments

In this reporting period our municipality continued to align its core service delivery strategy with the National Development Plan (NDP- 2030 vision).

In addition, the Overstrand Municipality adopted By-Laws regarding Municipal Planning, which became operational on the 1<sup>st</sup> of February 2016 and lead to the establishment of the Municipal Planning Tribunal.

These By-laws were founded on and formed part of, a new series of planning legislation which comprised of the Spatial Planning and Land Use Management Act No. 16 of 2013 (SPLUMA), as well as its associated regulations, that came into effect on the 1<sup>st</sup> of July 2015. Included in this series was the Land Use Planning Act that was adopted and enforced by the Western Cape Provincial Government on the 7<sup>th</sup> of April 2014 with the respective land use planning by-laws adopted by the various municipalities of the Western Cape.

### d. Key Service Delivery Improvements

During the year under review we received a number of accolades that gave recognition to the hard work and excellent systems of the Overstrand Municipality and I would like to highlight a few of them:

- ❖ Overstrand ranks **Seventh amongst SA's Top-ten municipalities** by the updated Government Performance Index.
- ❖ **Retained our clean audit-** I am extremely proud to report that we have retained a clean audit for the fourth consecutive year. My sincere appreciation and congratulations to all, especially the Municipal Manager and all officials with our clean audit.

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- ❖ **Housing programme implementation-** During the 2015/16 financial year the following housing units and serviced sites were completed:
  - Mount Pleasant- 172 Breaking New Ground (BNG) units were completed and hand-over ceremony took place during May 2016.
  - Swartdamweg- 48 BNG units were completed and hand-over ceremony took place during May 2016.
  - Zwelihle- Services of 132 sites were completed on Site C2, Swartdamroad.
- ❖ **The provision of electricity to low cost housing areas –** In Zwelihle and Mount Pleasant, Hermanus the following sites were electrified: Swartdam A & B (179 erven), Grave yard (172 erven), Sport Field (22 erven) and Garden Site (69 erven) at a cost of R 4,7 million. In the Overhills informal settlement in Kleinmond 381 informal households were provided with electricity.
- ❖ **Continued Blue Flag status -** The Overstrand Municipality was honored once again to have Kleinmond, Hawston and Grotto beaches awarded with International Blue Flag Beach status.
- ❖ **Blue drop –** The Greater Hermanus achieved a 'Blue Drop' score of 96.44% which made it the top performer in the Western Cape Province. The municipality's overall Blue Drop score 90.79% put it in 3<sup>rd</sup> position in the Western Cape.
- ❖ **Water demand management-** Overstrand Municipality scored **100% in the No Drop** Assessment Report published by the Department of Water & Sanitation, putting it at the top of the performance list in South Africa. (No Drop measures Water Conservation and Demand Management).

Some other achievements of the past year that I would like to highlight were:

- ❖ **Additional Court –** The Overstrand was the second municipality in the country to establish an additional court and I am extremely proud to announce that this Additional court officially opened its doors for business on the 1<sup>st</sup> of September 2015.
- ❖ **Library award -** The Mount Pleasant Public Library was recognized as the Western Cape Government's Best Public Library in terms of its Children's Services.

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- ❖ **Reseal/rehabilitation program** – The Overstrand Municipality exceeded its target of 100,000m<sup>2</sup> and resealed 171,881m<sup>2</sup> of roads for the year.
- ❖ **Expanded Public Works Programme (EPWP)** - Five hundred and sixty four (564) temporary job opportunities were created through the EPWP. The target was 396 job opportunities.
- ❖ **Award for Service Excellence, Fire Department-** This award was won by the Overstrand Municipality's Fire Department for Weight of Response, Community Awareness and Beyond the Call of Duty at the SAESI 2015 Conference.
- ❖ **Tourism awards**
  - Cape Whale Coast received an Award of Excellence for "Best Local Destination 2015",
  - Gansbaai winners of the "World Travel Market International Gold" received an Award for Best Responsible Destination and
  - Gansbaai received an award from Fair Trade Tourism Organisation for "The Best Destination for Responsible Tourism" as well as "Overall Winner".
- ❖ **Western Cape Provincial Greenest Municipality Competition 2015:** the Overstrand Municipality received awards for winning in the following categories:
  - Waste Management (winner for three years in a row)
  - Biodiversity and Coastal Management

#### e. Public Participation

The ward committees and the Overstrand Municipal Advisory Forum (OMAF) are acknowledged as our official public consultation structures. In preparation for the 2015/16 Integrated Development Plan (IDP) review, ward committee inputs were solicited during September – November 2014.

The preliminary budget proposals and IDP review focus areas for 2015/16 were presented at the Overstrand Municipal Advisory Forum (OMAF) on 18 February 2015.

Budget information sessions were arranged by the budget office and addressed by the Mayor, Councilors and Directors during April 2015 for all 13 wards, which were well attended and vigorously debated.

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### MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

#### f. Future Actions

##### **Sustained service delivery**

In striving to maintain a clean audit we will not compromise on the basic service delivery mandate to our communities. Overstrand is committed to deliver on our **vision "To be centre of excellence for the community"**. The performance and achievements stated in this annual report is testament of our commitment to sustained service delivery.

#### g. Conclusion

Thank you to our residents, communities, ward committees, partnering organisations and stakeholders. Your participation and support during the 2015/16 financial year is highly regarded and sincerely appreciated. May we build on our strengths and collectively address the challenges in order for Overstrand municipality *"To be the centre of excellence for the community"*.

In conclusion, I extend my sincere gratitude to the Municipal Manager and his dedicated team of directors. It is only under their professional leadership and with the devoted efforts of our municipal staff that we were able to attain the performance accolades mentioned in this annual report.

I am truly proud to be a part of this institution and look forward to exceeding our objectives again in the New Year, cementing the Overstrand Municipality as the best service delivery region in South Africa.

**Rudolph Smith**  
**EXECUTIVE MAYOR**

**23.01.2017**

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### COMPONENT B: EXECUTIVE SUMMARY

#### 1.1 Municipal Manager's Overview

In reflecting on the 2015/16 financial year, I am pleased to report that the Overstrand Municipality has performed well in relation to service delivery, governance and financial management. The detailed information can be obtained in this annual report.



The Municipality managed to achieve a 92% in its spending on infrastructure (capital budget). Overall, the municipality met 359 (87%) of a total number of 413 key performance indicators (KPIs) for the period 01 July 2015 – 30 June 2016. 44 (10.7%) of KPIs were almost met and 10 (2, 4%) of the indicators were not met. The Municipality is committed to continue in rendering quality services to the benefit of our community.

Financially the Municipality has performed well in 2015/16. I am extremely proud of the clean audit status retained for the 4th consecutive year. My sincere appreciation to my management team, staff and Council for your dedication and team work to retain our clean audit status.

A clean audit outcome should demonstrate to our ratepayers and residents our endeavours in terms of good management, control and also compliance with audit requirements. A clean audit does not imply financial wealth. Though the financial health position of the Municipality has improved, and can even be assessed as good, sound financial management will remain, as in the past, a priority in the future, as we foresee pressure on our financial resources due to escalating service delivery needs from our community, concomitant with the impact of tough economic times. The outcome of the long term financial plan compiled by INCA during this financial year, will once again guide Council in practicing sound financial management with the limited financial resources at our disposal. The ability of our consumers to pay for services remains a concern.

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During the year under review the top management team remained unchanged and all Section 56 positions (Directors) were filled. This benefitted the sustained service delivery performance as noted in this annual report.

Notwithstanding our accomplishments mentioned in this annual report, we will not become complacent in striving to remain financially sound, well governed and delivering on local government's service delivery mandate enshrined in the Constitution.

As this annual report reflects on Overstrand Municipality's performance and challenges for the 2015/16 financial year, I once again extend my sincere appreciation to all staff and Council for their dedication and contribution to deliver on our Vision "*To be a centre of excellence for the community*".

**Coenie Groenewald**  
**MUNICIPAL MANAGER**

# CHAPTER 1:

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### 1.2 Municipal Overview

This report addresses the performance of the Overstrand Municipality in the Western Cape in respect of its core legislative obligations. Local government must create the participatory framework that defines and enhances the relationship between elected leaders and their communities. This requires that the council of the municipality provides regular and predictable reporting on programme performance and the general state of affairs in their locality.

The 2015/16 Annual Report reflects on the performance of the Overstrand Municipality for the period 1 July 2015 to 30 June 2016. The Annual Report is prepared in terms of Section 121(1) of the Municipal Finance Management Act (MFMA), in terms of which the municipality must prepare an Annual Report for each financial year.

#### 1.2.1 Vision and Mission

**The Overstrand Municipality committed itself to the following vision and mission:**



***Vision:***

**"To be a centre of excellence for the community"**

***Mission:***

**"Creation of sustainable communities by delivering optimal services to support economic, social and environmental goals in a politically stable environment"**

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## MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

### 1.3 Municipal Functions, Population and Environmental Overview

#### 1.3.1 Population

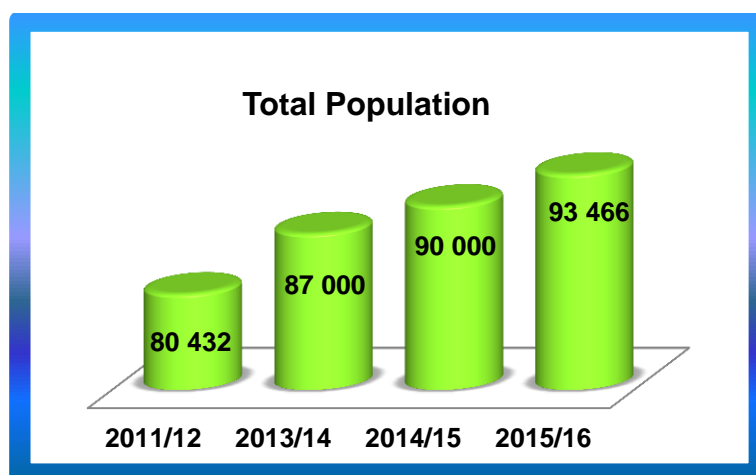
The municipality's estimated population for 2015/16 is **93 466** based on the 2016 Community Survey conducted by Statistics South Africa.

The table below indicates the total population within the municipal area:

2010/11	2011/12	2013/14	2014/15	2015/16
87 747	<b>80 432<sup>1</sup></b>	<b>87 000<sup>2</sup></b>	<b>90 000<sup>2</sup></b>	<b>93 466<sup>3</sup></b>
Source: Western Cape Department of Social Development Population Projections Populations projected as at 14 February of 2008, 2009 and 2010.				
<sup>1</sup> Stats SA Census, 2011, <sup>2</sup> Overstrand own calculation				
<sup>3</sup> Stats SA Community Survey 2016				

**Table 1.: Demographic information of the municipal area – Total population**

The graph below illustrate the yearly population growth for the municipal area.



**Graph 1.: Total Population Growth**

#### a) Population profile

Age	2013/14*			2014/15*			2015/16*		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Age: 0-9	6558	6562	13120	6808	6811	13619	7083	7071	<b>14154</b>
Age: 10-14	2754	2737	5491	2859	2841	5699	2974	2948	<b>5922</b>

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Age	2013/14*			2014/15*			2015/16*		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Age: 15-19	2644	2889	5533	2745	2998	5743	2856	3111	<b>5967</b>
Age: 20-24	3578	3458	7036	3714	3589	7303	3864	3724	<b>7588</b>
Age: 25-39	11734	10757	22492	12180	11166	23346	12673	11586	<b>24259</b>
Age: 40- 54	6904	7028	14920	7167	7295	14462	7457	7570	<b>15026</b>
Age: 55-69	5510	6353	11863	5719	6594	12313	5951	6842	<b>12793</b>
Age: 70-84	2897	3420	6317	3007	3550	6557	3129	3685	<b>6814</b>
Age: 85+	287	587	874	297	610	907	310	632	<b>942</b>

*Source: Overstrand's own projections for 2013/14, 2014/15 and 2015/16 based on 2011 Census*

**Table 2.: Population profile**

### 1.3.2 Households

The total number of households within the municipal area increased from **32 251** in the 2014/15 financial year to a total of **32 294** the 2015/16 financial year. This indicates an **increase of .013%** in the total number of households within the municipal area over the two financial years (2014/2015-2015/2016).

Households	2011/12	2012/13	2013/14	2014/15	2015/16
Number of households in municipal area	31 373	31 739	31 829	32 251	32 294
Number of indigent households in municipal area	5 852	6 423	6 543	6 923	7 512

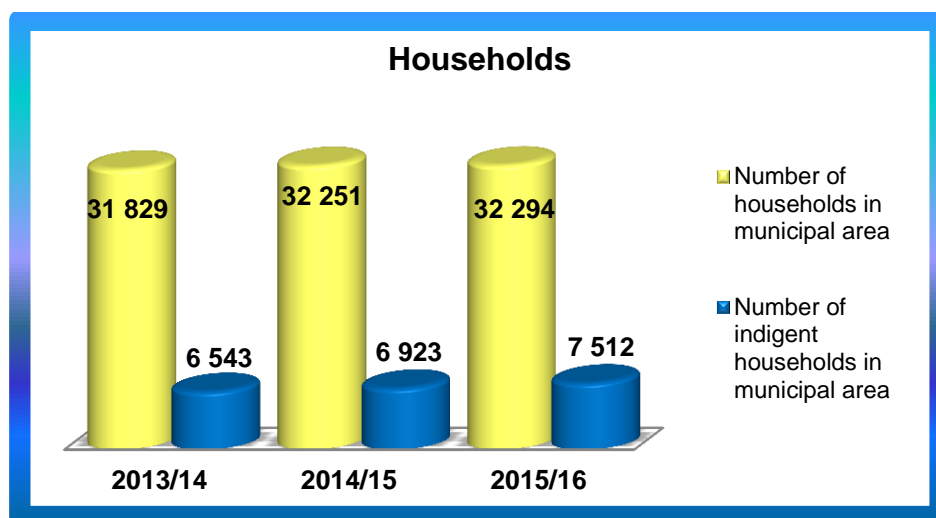
*Source: Overstrand financial system*

**Table 3.: Total number of households**

The graph below shows that the total number of indigent households increased from 6 923 households in 2014/2015 to 7 512 households in the 2015/2016 financial year. This indicates an **increase** of 8.51% in the total number of indigent households within the municipal area over the two financial years (2014/2015-2015/2016).

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**Graph 2.: Total number of households**

### 1.3.3 Socio Economic Status

Financial year	Housing Backlog	Un-employment Rate	People older than 14 years illiterate	HIV/AIDS Prevalence	Urban/rural household split
2010/11	5 945	24.1%	15.5%	20.90%	91.2/8.8 %
2012/13*	6 412	23%	Not Available	Not Available	<sup>1</sup> 93.4/6.6%
2013/14*	6 719	<sup>1</sup> 23.3%	Not available	Not Available	<sup>1</sup> 93.4/6.6%
2014/15	6 807	<sup>1</sup> 23.3%	<sup>1</sup> 12.5%	Not Available	*93.4/6.6%
2015/16	7038	*23.3%	*12.5%	Not Available	*93.4/6.6%

**Table 4.: Socio Economic Status (\* based on 2011 Census Figures)**

<sup>1</sup> Western Cape Government: Provincial Treasury. Socio-economic Profile: Overstrand Municipality 2014

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### 1.3.4 Demographic Information

#### *a) Municipal Geographical Information*

Overstrand Municipality is located along the south western coastline of the Overberg District Municipal area bordering the City of Cape Town in the west and Cape Agulhas Municipality in the east. Its northern neighbour is Theewaterskloof Municipality.

The municipality covers a land area of approximately 1708 km<sup>2</sup> and covers the areas of Hangklip/Kleinmond, Greater Hermanus, Stanford and Greater Gansbaai. The municipal area has a coastline of approximately 200 km, stretching from Rooi Els in the west to Quinn Point in the east.

In addition to the endless, pristine beaches dotting the coastline, the Overstrand boasts 3 Blue Flag beaches. Tourism is a major economic driver in the area and its popularity as a holiday destination results in a fourfold increase of its population over the holiday seasons.

#### *b) Wards*

The municipality is structured into the following 13 wards:

Ward	Areas
1	Kleinbaai, Franskraal and Masakhane
2	Blompark, Gansbaai and De Kelders
3	Hermanus
4	Westcliffe, Mount Pleasant and Hemel-en-Aarde Valley
5	Zwelihle South
6	Zwelihle North
7	Sandbaai
8	Hawston, Fisherhaven and Honingklip
9	Kleinmond and Proteadorp East
10	Proteadorp West, Overhills, Palmiet, Betty's Bay, Pringle Bay and Rooi Els
11	Stanford, Baardskeerdersbos, Pearly Beach, Viljoenshof and Withoogte
12	Zwelihle North-West
13	Onrusrivier and Vermont

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**Below is a map that indicates the wards of the Municipality in the Overberg District area:**



**Figure 1.: Overstrand Area map**

### GANSBAAI

Gansbaai is situated in the centre of a number of small bays with miles of unspoiled beaches, fynbos rich nature reserves, ancient milk wood forests, historically significant caves and breath-taking sea views.



Shark cage diving has become synonymous with Gansbaai and specialized boats leave from the Kleinbaai harbor daily so that extreme adventure seekers can have close encounters with great white sharks.

Gansbaai is the business and industrial centre of the Greater Gansbaai region. Fishing is the main commercial activity and marine based industry includes abalone farms and a fishery.

The property development sector is expanding and the hospitality industry brings much needed revenue to the area.

With the fertile Baardskeerdersbos valley, the fresh water caves at De Kelders, the white sands of Pearly Beach, the jackass penguins at Dyer's Island and the renowned Shark Alley, Gansbaai is truly a uniquely attractive region within Overstrand Municipality.

### KLEINMOND/HANGKLIP

The Kleinmond- Hangklip coastal area including of Betty's Bay, Hangklip, Pringle Bay and Rooi Els has the unique status of being situated in the Kogelberg Biosphere Reserve which was the first UNESCO



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designated biosphere reserve in South Africa. Biosphere reserves are tasked with becoming role-models of sustainability and demonstrate the balance between people and the environment to the benefit of both.

Kleinmond has an active harbour and many commercial fishermen make their living along the Hangklip coastline. Whether it's hiking in the biosphere reserve with its 1 800 floral species, a visit to the Stony Point penguin colony, a tour of the Biosphere Eco-Centre in Rooi-El, a picnic in the Harold Porter Botanical Gardens, shopping and sundowners in Kleinmond's quaint Harbour Road, a day on the beach with family and friends, or a fleeting glimpse of the heard of wild horses roaming the dunes, eco-tourism is quite definitely the economic life-blood of this scenically magnificent and environmentally sensitive area of the Overstrand.

### HERMANUS

In the past decade Hermanus has established itself as the business



and cultural heart of the Overstrand. Although it may have shed its sleepy holiday town image and is able to boast a modern infrastructure, sophisticated specialty shops, shopping centres and restaurants to rival the best in the world, Hermanus has managed to retain the charm of its fishing village heritage.

Hermanus is situated between sweeping mountains and the sparkling Atlantic Ocean and is only a short scenic 1½ hrs (140 km) drive from Cape Town. Tourism is a main contributor to the economy of Hermanus and businesses catering for the robust hospitality industry are plentiful. Visitors to the town can choose from over 100 accommodation options ranging from up market B&B's, guesthouses, luxury resorts and boutique hotels to budget priced self-catering and back-packer establishments. Hermanus is known as the best land based whale watching destination in the world and from June through to December each year thousands of tourists visit our shores to marvel at the magnificent southern right whales as they splash and romp and nurture their newborn calves. Whale watching cruises depart from the New Harbour daily and flights to view the giants of the deep from the air are also very popular. The Hemel-en-Aarde wine route is one of the latest attractions to be registered as an official wine route.

Hermanus has a well-developed industrial area and over the last 10 years enjoyed growth in the building sector with security villages, private homes, holiday resorts and commercial and retail property development projects adding to the economic wealth of the area. Hermanus is also a leader in commercial abalone farming and development of further aquaculture farms is anticipated. Agriculture, manufacturing, wholesale and retail businesses, financial and investment companies and the wine industry also

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contribute significantly to the economic prosperity.

The Administrative head office of the municipality is also situated in the Centre in Hermanus.

### STANFORD

Stanford is essentially a farming community with the Klein River meandering through lush fields and village homes built along its banks. The rural atmosphere of the old village with its many historical features has been retained and preserved thanks to the foresight of the Stanford Conservation Trust and the Stanford Heritage Committee.



Stanford has a peaceful and quiet charm which has drawn many people from the city in search of the quality of life a small village offers. Many of the old homes have been renovated and restored and countless new homes have been built in Stanford in the past decade. They all prescribe to the "Stanford Style" so that the unique character of the village is maintained.

Stanford's economy is driven by tourism, the wine estates, the commercial harvesting of fynbos, farming and smaller businesses like estate agencies and grocery shops, which offer services to the community. Stanford is very much a horse riding community and hosts a number of riding shows and gymkhanas in the village

### *c) Key Economic Activities*

The main economic drivers in the municipal area are:

Key Economic Activities	Description
Tourism	<p>The Overstrand has positioned itself as an area abundant in natural coastal beauty. There is the Kogelberg Biosphere, the heart of the Floral Kingdom, the most beautiful scenic drive in the world, Clarens Drive, our Cape Whale Coast Hope Spot and much more within the 120 kilometres of coastline.</p> <p>This is matched by the eco-adventure activities which include whale watching, shark-cage diving, hiking, golf, mountain biking, fynbos and bird viewing. Overstrand is host to three Blue Flag beaches in our region: Grotto, Hawston and Kleinmond beaches.</p> <p>Then along with the award winning restaurants, wine estates, heritage and culture, there are the pristine beaches offering a safe and clean environment in accordance with international standards.</p> <p>This has resulted in a rich basket of tourism activities.</p> <p>Gansbaai (one of the towns in the Overstrand famous for shark</p>

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Key Economic Activities	Description
	<p>diving) voted "Best Responsible Tourism Destination in Africa" and shortlisted for the international award, fits in perfectly with our concerns that the Overstrand develop its tourism offering around sustainable practices, creating economic opportunities for all, while protecting our heritage for the future generations.</p> <p>The Overstrand has a vibrant tourism community geared to market the area extensively and in a collaborative manner. This is relevant in developing networks that continue to leverage on the private sector partnerships to market the Cape Whale Coast, train the youth interested in tourism and develop projects to encourage transformation and economic opportunities.</p> <p>Economic sectors directly aligned to tourism experienced significant growth as in line with tourism status as a main economic driver in the area. Tourism sectors cutting across the catering and accommodation, retail and wholesale, transport and business services sector is supported as key to enhance the value chain or clusters of economic activity in the area.</p>
Aquaculture / Agriculture	<p>The Aquaculture industry is one of the fastest growing industries in the area with well-established farms with the major players extending their farms to increase tonnage. The Overstrand is host to an Aqua hub with huge potential for established export market and one of the largest employers in the municipality. Significant focus has been given to the sector to ensure that jobs are maintained and that Overstrand remains the leader in exporting and growing the product. The Southern coastal line of the Overstrand produces the best quality product in the world and boosting export value and expansion of manufacturing which is key to employment creation. The thriving agriculture sector includes the ever growing wine industry and with the decline in the sector, the sector shed a significant number of jobs over the years.</p>
Manufacturing	<p>Manufacturing activities have grown moderately in the past year, given the sector's ability to contribute to employment creation in the area. The Overstrand has a thriving (light) manufacturing industry which bodes well with its ability to create jobs. Potential exist in the beneficiation of commodities for export and alignment of sectors to ensure product offering.</p>
Finance, real estate and business services	<p>The growth enjoyed in this sector signifies the attractiveness of the area to retirement and jobs demonstrated by the demographics (ages 15 – 64) working age being the majority of the population. The sector continues to grow the fastest contributing positively in countering job losses felt in the Agricultural sector and to skills development. It is the largest contributor in the GCPR of the municipality.</p>
Secondary service industry	<p>The demand for services will increase in line with the population growth and more importantly the attractiveness of the municipality as among the top ten municipalities to live in. This sector has had significant growth over the years due to demand in services, support</p>

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Key Economic Activities	Description
	and information to deal with growing development demands in line with the increasing population.

**Table 5.: Key economic activities**

### 1.4 Service Delivery Overview

During the year under review the municipality made the following contributions to satisfy basic requirements:

#### a) Local Economic Development



**Forging strategic partnerships**

- Information dissemination as a key strategic levers for economic development to help maintain and sustain local initiatives;
- Coordination of services and products aimed at developing SMME's and procurement;
- Small harbours development to maximize opportunities in the ocean's economy;
- Increase the number of projects registered in Operation Phakisa to accelerate growth;
- Devise means and ways of cutting red tape to improve ease of doing business;
- Establish joint initiatives with communities and the private sector to improve approach to LED.

#### → INTERGOVERNMENTAL RELATIONS / STRATEGIC PARTNERSHIP

- Partnering with relevant stakeholders to empower local entrepreneurs, unemployed youth in career guidance and entrepreneurship;
- Enhance working relations with other spheres of government including its agencies in support of local initiatives (accessing grant funding and incentives) aimed at maintaining growth;
- Broadening economic participation in collaboration with Supply Chain by growing emerging service providers;
- Opportunities explored to provide career guidance to both the learners and the out of school youth to broaden participation in the local economy;

#### → ENTREPRENEUR SUPPORT

- The rationale is to develop entrepreneur communities, promote self-reliance and increase economic participation. Provide support and information aimed at assisting local initiatives to grow;
- Information dissemination and facilitation of livelihoods to support local entrepreneurs (bringing services closer to the people without going long distances to acquire);
- Bridging the technological divide by providing access to internet and social media to advance businesses as well as providing a platform

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where person to person consultation mentoring and counseling could take place;

- Engage in participatory approaches to ensure ease of doing business and maintain entrepreneurial spirit;

### → **TRAINING AND DEVELOPMENT**

- Expanding the skill base of local entrepreneurs, business owners and individuals alike to increase and improve productivity for sustainable economic activities that contribute positively to local GDP and linked to sustainable employment.
- Capacitation of SMMEs with the necessary skills in order to grow and develop their businesses.
  - Entrepreneurial skills,
  - Business development and planning
  - Business registration and mentoring,
  - Tendering
  - Cooperative development and registration
  - Marketing and accessing markets.
- Needs based training with a clearly defined follow through process, walking the journey with entrepreneurs and service providers to achieve success.

### → **INFRASTRUCTURE FOR INFORMAL TRADING**

- Facilitate economic activism for both formal and informal businesses by ensuring spatial space is provided for trading;
- Regeneration of townships to attract investment and the creation of economic spaces;

- Liaison with funding agencies to grow and support the informal economy.

### → **REGENERATION OF TOWNSHIPS**

- Addressing skewed planning practises that do not support economic freedom and practices.
- Ensuring that there is infrastructure for small businesses and corridor to promote economic development in townships.
- Organised spatial considerations to encourage investment in townships.
- Environmental awareness for healthy and prosperous living.
- Promoting ownership within townships as levers of economic development.
- Beautification and regeneration of townships to encourage investment.

### → **OUTREACH**

- Focus on rural communities; ensure meaningful participation and access to livelihoods.
- Supporting and promoting projects that have impact on the youth and vulnerable communities.
- Needs assessment and outreach support, bringing resources closer to the people.
- LED outreach officers operating in all areas for consultations and feedback on enquiries.



**Promoting local arts and craft**

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### Small-scale Fisheries Policy Information Dissemination Road shows

Area	Date & Time	Venue	Number of respondents (individuals)	Number of respondents (No co-operatives)
Kleinmond	Monday, 11 April 2016, 9:00 am	Kleinmond Youth Centre	11	1
Hawston	Monday, 11 April 2016, 11:30 am	Thusong Centre		3
Stanford	Tuesday, 12 April 2016, 16:00pm	Municipal Boardroom	4	1
Zwelihle + Mnt Pleasant	Wednesday, 13 April 2016, 15:30pm	Library Boardroom	8	1
Masakhane	Thursday, 14 April 2016, 15:30pm	Municipal Electrical Boardroom	9	1
Blompark	Thursday, 14 April 2016, 17:30pm	Municipal Electrical Boardroom		1
Buffeljagsbaai	Friday, 15 April 2016, 16:30pm	Community Hall	48	1
Eluxolweni	Friday, 15 April 2016, 17:30pm	Eluxolweni Hall		2
<b>Total number of responds from all communities</b>			<b>80 individuals</b>	<b>11 cooperatives</b>

### ➔ FACILITATE JOB OPPORTUNITIES

- Assist in ensuring a conducive environment in which job creation could thrive.
  - Facilitate and support the informal sector,
  - Self-support initiatives through training and information,
  - Collaborate with the key sectors on beneficiation,
  - Private sector engagement assist with ease for doing business.
- Administer and promote implementation of labour intensive projects through EPWP;
- Implementation of EPWP principles (within municipal capital and operational budgets) across the municipality expanding job opportunities;

### ➔ FACILITATE ENTREPRENEURSHIP

- Equipped the youth with entrepreneurial skills as means to deal with high youth unemployment rate in the Overstrand.
- Liaison with relevant stakeholders in the area of Entrepreneurship and Education to work towards establishing an Entrepreneur High School in the Kleinmond-Betty's Bay area.
- Support Early Childhood Development to expand and increase participation in the economy.
- Implement a contractor development programme to address inequality.

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- Integration of LED objectives in procurement to support local suppliers (expand implementation of PPPFA).

### b) Infrastructure

During the year under review the municipality made the following contributions to satisfy basic requirements:

#### Housing

The municipality developed a five year Housing Implementation Programme. As part of the programme, the Municipality has, during the 2015/16 financial year, finalised the installation of services for the following Housing projects:

- Mount Pleasant, Hermanus
  - Integrated Residential Development Programme (IRDP): Site A Site B and Cemetery site.
  - GAP housing development programme.
- Zwelihle, Hermanus
  - Upgrading of Informal Settlement programme (UISP): Site C2 and Housing Administration Site;
  - GAP housing development programme: Site C1.



**Mount Pleasant Housing**

In addition, planning for the following housing projects took place during the period under review:

- Hawston
- Gansbaai
- Stanford
- Buffeljegtsbaai.

#### Electricity

The municipality provided electricity to all formal households in Kleinmond, Hermanus, Sandbaai, Hawston, Stanford, Greater Gansbaai and Pearly Beach. The rest of the municipal area is supplied by ESKOM. The municipality is also rolling out electricity to households in informal areas in increments. During the year under review, the municipality supplied 222 GWh of electrical energy to its consumers.



**Thambo Square informal area-Overhead lines**

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### **Local planning and building control**

The municipality provides full town planning and building control functions in its area. During the year under review, 311 town planning applications and 1 874 building plans were processed.

During the year under review, the new Spatial Planning and Land Use (SPLUMA) town planning system was implemented in the municipality. The new Municipal Planning By-law was developed and promulgated and the Municipal Planning Tribunal was established.

The following strategic documents are being compiled:

- Heritage and Environmental Overlay Zone Zoning Scheme
- Hermanus CBD Revitalization Study Phase 2.

### **c) Community Services**

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#### **Water**

Overstrand Municipality obtained Blue Drop status for the Greater Hermanus system in the 2014 Blue Drop Report which was published recently by the Department of Water & Sanitation. Greater Hermanus' Blue Drop score of 96.44% made it the top performer in the Western Cape Province. The municipality's overall Blue Drop score 90.79% put it in 3<sup>rd</sup> position in the Western Cape.

#### **Roads**

To ensure that the municipal road hierarchy function in a good, safe and user friendly manner, emphasis was placed on the maintenance of roads (signs, markings, kerbs, potholes) to a high standard.

The upgrading of Roads in Zwelihle (South of Bergsig street) is completed.

#### **Beaches**

Three bathing beaches were again awarded International Blue Flag beach status, namely Kleinmond, Hawston and Grotto. The respective statuses were maintained for the duration of the blue flag season, from 1 December 2015 until 31 March 2016 for Grotto and 15 December 2015 to 15 January 2016 for Kleinmond and Hawston. Amenities were maintained to Blue Flag requirements.

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### 1.4.1 Basic services delivery performance highlights

Highlight	Description
Water losses	Further reduced to 20.86% (excluding operational losses)
Green drop score	Overstrand Municipality achieved 4 Green Drop compliant scores in the last Green Drop Report published by Department of Water and Sanitation (DWS): Hermanus WWTW, Hawston WWTW, Stanford WWTW, and Gansbaai WWTW. The municipality's last overall Green Drop score was 89.13.
Refuse removal	Overstrand Municipality has won the Waste Management Section of the Greenest Town Municipality for three years in a row.
Water Demand Management	Overstrand Municipality scored 100% in the No Drop Assessment Report published by the Department of Water & Sanitation, putting it at the top of the performance list in South Africa. (No Drop is measuring Water Conservation and Demand Management).
Electrification of low cost housing areas (INEP)	<p>Planning and tendering had been completed to spend grant funds in order to electrify informal and formal house units within Zwelihle. The following sites were electrified in Hermanus: Swartdam A &amp; B (179 erven), Grave yard (172 erven), Sport Field (22 erven) and Garden Site (69 erven) at a cost of R 4,7 million. The project was completed at end February 2016.</p> <p>A R 2,68 million project was launched to electrify 381 informal households in Overhills in Kleinmond. The project was completed at end July 2015.</p>
Reseal/rehabilitation programme	A number of 171,881m <sup>2</sup> roads were resealed for the year. The target was 100,000m <sup>2</sup> .

**Table 6.: Basic Services Delivery Highlights**

### 1.4.2 Basic services delivery challenges

Service Area	Challenge	Actions to address
Water & sewerage	Aging infrastructure	Increased maintenance and replacement of network and water meters
All basic services	Vandalism	Educational programmes, increased security measures.
Stormwater	Stormwater infiltration into sewer networks	Public awareness and law enforcement.

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Service Area	Challenge	Actions to address
Sewerage systems	High number of blockages	Repair/replace sections of pipelines and increase public awareness/education on sewerage systems.
Water	High water losses/ Aging infrastructure	Pipe replacement programme, pressure management, awareness programmes, water meter replacement, leak repairs
Refuse	Illegal dumping	Improved law enforcement.
Electricity	ESKOM's limited capacity and curbing excessive electricity consumption	South Africa has a shortage of electricity generation, which places an onus on all municipalities to reduce electricity consumption by 10%. Unless existing consumers reduce electricity consumption by 10%, it would be very difficult to connect any new customers. Overstrand Municipality launched a project to curb electricity peak consumption by installing hot water cylinder control units. The installation project is close to completion.
Electricity	Theft of electricity (tampering), cables and vandalism	Theft and vandalism is a growing concern that amounts to great unforeseen expenses. It amounts to power outages and loss of income. Overstrand Municipality works with SAPS and local law enforcement agencies to address this problem. It is however a nation-wide concern that is somewhat uncontrollable.
Roads	Lack of sufficient funding to reduce backlogs	Increase reseal operational funding
	Inadequate stormwater network in certain neighbourhoods	Beyond municipality's control
	Deterioration of gravel roads	Provision of storm water infrastructure

**Table 7.: Basic Services Delivery Challenges**

### 1.4.3 Proportion of Households with access to Basic Services

Proportion of Households with minimum level of basic services					
Description	2011/12	2012/13	2013/14	2014/15	2015/16
Electricity service connections	100%	100%	79%	79%	82%
Water - available within 200 m from dwelling	100%	100%	100%	100%	100%
Sanitation - Households with at least VIP service	100%	100%	100%	100%	100%
Waste collection - kerbside collection once a week	100%	100%	100%	100%	100%

**Table 8.: Households with minimum level of Basic Services**

According to the Municipality's own records (financial directorate) 29152 households had access to formal housing in Overstrand in 2015/16. *(Note: This is the number of houses on the valuation roll and includes residential rate payers as well as pensioner rate payers).*

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### 1.5 Financial Health Overview

#### 1.5.1 Financial Viability Highlights

Highlight	Description
Outstanding debtors recovered	Recovered 99.21%

**Table 9.: Financial Viability Highlights**

#### 1.5.2 Financial Viability Challenges

Challenge	Action to address
The main challenges for the municipality:	
<ul style="list-style-type: none"> <li>The on-going difficulties in the national and local economy and the subsequent risk of an increase in outstanding debtors</li> </ul>	Applying Strict credit control measures
<ul style="list-style-type: none"> <li>Ever aging water, roads, sewage and electricity infrastructure;</li> </ul>	Prioritising of projects in terms of Revenue protection, Asset conservation and supply of basic services as a constitutional obligation
<ul style="list-style-type: none"> <li>Above inflation increases in salaries &amp; wages and other core expenditure such as bulk electricity purchases, chemicals and fuel vs inflation related tariff increases</li> </ul>	Further operational efficiencies to be identified, reduction in non-core expenditure and consideration of adjusting service level standards

**Table 10.: Financial Viability Challenges**

#### 1.5.3 National Key Performance Indicators – Municipal Financial Viability and Management (Ratios)

The following table indicates the municipality's performance in terms of the **National Key Performance Indicators** required in terms of the Local Government: Municipal Planning and the Performance Management Regulations of 2001 and section 43 of the MSA. These key performance indicators are linked to the **National Key Performance Area** namely **Municipal Financial Viability and Management**.

KPA& Indicator	2011/12	2012/13	2013/14	2014/15	2015/16
Debt coverage ((Total operating revenue-operating grants received):debt service payments due within the year)	17.63	16.237	16.90	17.13	17.77
Service debtors to revenue – (Total outstanding service debtors: revenue received for services)	13.3%	11.8%	10.4%	10.36%	10.43%

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KPA& Indicator	2011/12	2012/13	2013/14	2014/15	2015/16
Cost coverage ((Available cash+ investments): Monthly fixed operating expenditure	5.83	3.49	2.3	3.71	3.84

**Table 11.:** National KPI's for financial viability and management

### 1.5.4 Financial Overview

	Original budget	Adjustment Budget	Actual
	R'000		
Details			
Income			
Grants	153 678	164 316	164 281
Taxes, levies and tariffs	729 515	731 515	737 749
Other	76 196	79 003	92 798
<b>Sub-total</b>	959 389	974 834	994 828
<i>Less expenditure</i>	964 529	989 724	943 132
<b>Nett surplus/ (deficit)</b>	-5 140	-14 890	51 696

**Table 12.:** Financial Overview

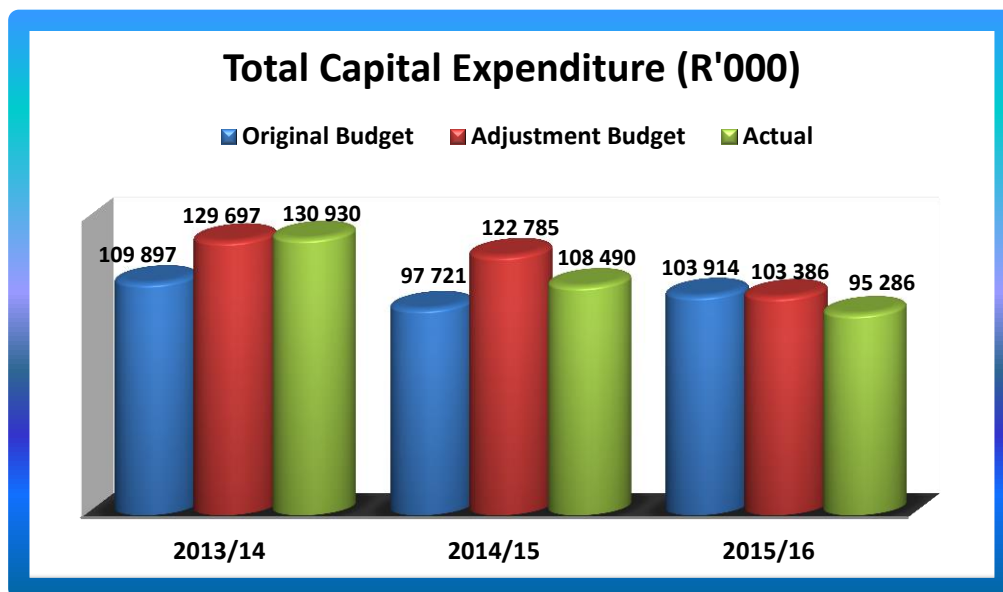
### 1.5.5 Total Capital Expenditure

Detail	2011/12	2012/13	2013/14	2014/15	2015/16
	R'000	R'000	R'000	R'000	R'000
Original Budget	213 971	169 043	109 897	97 721	103 914
Adjustment Budget	186 189	167 502	129 697	122 785	103 386
Actual	163 274	143 764	130 930	108 490	95 286

**Table 13.:** Total Capital Expenditure

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**Graph 3.: Total Capital Expenditure**

## 1.6 Organisational Development Overview

### 1.6.1 Municipal Transformation and Organisational Development Highlights

Highlights	Description
Human Resources Staff page development on intraweb	Human Resources in process of developing their Staff Page on the intraweb in order to keep staff informed of Human Resources related matters.
Health and Wellness day	Health and Wellness days were held on 09/10 & 11 September 2015 at the different administrations.
Performance Management	Performance Management Refresher Training was provided by Human Resources officials to Operational staff members at the various administrations on 09/11/16 & 17 March 2016.
Electronic Time and Attendance	<p>The Electronic Time &amp; Attendance system is up and running and provide us with real time data. The system was introduced to replace the current paper base system currently used by the municipality. Training sessions has already been held in order for management to manage their staff's time and attendance properly.</p> <p>The users have become quite familiar with the clocking devices and provide their full support and co-operation in making this system a success.</p>

**Table 14.: Municipal Transformation and Organisational Development Highlights**

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### 1.6.2 Municipal Transformation and Organisational Development Challenges

Description	Actions to address
Hosting of Employee Wellness days:	The hosting of employee wellness day still remains a challenge, as the accredited Medical Aid funds are not keen to participate in our program, due to increased costs of testing of staff members
<p>Performance Management:</p> <ul style="list-style-type: none"> <li>•Communication break-down between Managers and subordinates regarding performance appraisal. Also lack of feedback from managers to subordinates when evaluations are finalized.</li> <li>• Lack of responsibility of relevant managers to ensure that the evaluation documents are submitted by their subordinates.</li> <li>• Compliance rate is poor in certain directorates.</li> <li>• Certain employees and managers are reluctant to change their attitude towards performance management, resulting in them refusing to sign-off the performance documents.</li> </ul>	<p>One-on-One discussions need to take place between managers and subordinates</p> <p>Managers must ensure that the required performance management documentation is submitted timeously by familiarizing themselves with the due dates of the Performance Management Calendar.</p> <p>Managers must familiarize and keep to submission dates of the Performance Management Calendar in order to be compliant. Managers need to attend to communication from Human Resources regarding outstanding performance management documentation.</p> <p>Employees and managers need to acquaint themselves with the content of the Performance Management Framework Policy of the municipality in order to be compliant with the mentioned policy. Furthermore employees and managers must enquire from the Human Resources department in the event of uncertainties of queries regarding Performance Management.</p>
<p>Injuries on Duty:</p> <p>Experience difficulty in getting medicine for injured employees on time.</p>	
<p>Sound labour relations:</p> <p>With specific reference to the availability of initiators and chairpersons for disciplinary hearings, is a challenging aspect.</p>	To provide training, workshops and refresher courses to all relevant role players. Human Resources department need to appoint a Labour Relations Officer to be to deal with this function.
<p>Electronic Time and Attendance:</p> <p>There are still problems encountered with the clocking devices. Sometimes the devices do not connect to the server.</p>	ICT department need to address server problem.

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Description	Actions to address
<p>Employees still queue at the clocking devices due to the slowness of devices.</p> <p>Implementation:</p> <p>There are still places that need to be covered with the electronic time &amp; attendance system. As soon as those places are covered and the training been provided to those supervisors, then a date can be determined for full implementation of the electronic time and attendance system.</p>	<p>The installation of the Electronic Time and Attendance System on PC's and or Cellphones. This will assist in the usage of the spare tablets at other locations where there is a shortage of devices.</p> <p>Awaited the new financial book year to cover other outstanding sites.</p>

**Table 15.: Municipal Transformation and Organisational Development Challenges**

## 1.7 Auditor General Report

In 2005/06 Overstrand Municipality received an adverse opinion from the Auditor-General due to non-compliance with the Standards of Generally Recognised Accounting Practice (GRAP). The opinion received from the Auditor-General has been unqualified for the last ten financial years, from 2006/07 to 2015/16 with the municipality receiving a clean audit for the last four financial years.

In order to maintain and improve on these outcomes, the municipality implemented the following measures:

1. Developed an audit action plan in order to identify, implement and actively monitor the root causes of all audit findings reported by the Auditor-General at the management report level.
2. Identified and appointed an audit champion in order to ensure that all audit related communication was directed to the appropriate responsible officials.
3. Developed a transparent, professional working relationship with the Auditor-General in order to ensure that the municipality's objectives are achieved.
4. Developed and implemented measures in collaboration with the Auditor-General in order to identify, implement and actively monitor inefficiencies in the audit process.
5. Developed and implemented measures in collaboration with the Auditor-General in order to identify, implement and actively monitor the audit cost.

These measures were implemented with the goal of achieving effective corporate governance through accountability. The objective of these controls is to ensure that the Overstrand Municipality

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### MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

maintains and progressively improves its control environment in order to ensure that the strategic objectives assigned in terms of S217 of The Constitution, 1996 is achieved with the view of maintaining a clean administration and further enhancing service delivery through implementing the principles of Batho Pele and making a positive contribution to ensuring that the National Strategic Objectives are achieved.

Chapter 6 will provide details of the audit findings for the 2014/15 and 2015/16 financial years.

#### 1.7.1 Audited Outcomes

Year	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Status	Unqualified	Unqualified	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)

**Table 16.: Audit Outcomes**

#### 1.8 2015/16 IDP/Budget Process

The table below provides details of the key deadlines for the 2015/16 IDP/Budget process:

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
JULY-OCTOBER 2014				
PREPARATION PHASE				
District IDP Managers Forum (activity alignment) (Coordinated by ODM- IDP Manager) and District IDP Rep/PPCom Forum	Strategic Office			4–Aug-14
Table in Council a budget and IDP time schedule of key deadlines (Every year - at least 10 months before the start of the budget year)	Strategic Office/ Budget Office			27-Aug-14
Submission of time schedule to ODM, the Provincial Government and National Government	Strategic Office/ Budget Office			4-Sept-14
Place public notice on IDP/Budget time schedule approval	Strategic Office			4-Sept-14
ANALYSIS, STRATEGY AND PROJECT PHASES				
Review status of Capital Projects on Capital Wish list + current 3 year budget	Budget Office			29-Aug-14
Snr Managers for the respective administrations receive Wish list of previous project requests for Ward Committees to review	Budget Office			01-Sept-14
Distribute Capital Projects template to all project managers to complete for existing projects on the two outer years, prioritise outer year (2017/18) and new projects in exceptional circumstances	Budget Office			01-Sept-14
Provincial IDP Managers Forum	Local/ Provincial alignment- Quarter 2 Provincial engagement- Strategic Office			4-5 Sept-14
Ward committees meet to review current needs on wish list	Snr Managers for the respective			8-12 Sept-14

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
	administrations			
Provincial IDP Indaba 1/ Special MinMay Tech (Coordinator Dept of LG – IDP unit)	Strategic office/ MM/ Directors			<b>16-Sept-14</b>
Snr Managers for the respective administrations submit draft Ward requests based on review of current wish list to Strategic Office and Budget office	Snr Managers for the respective administrations			<b>19-Sept-14</b>
Managers submit completed capital projects templates on the 2015/2017 MTREF Capital Budget to Directors	Managers			<b>26-Sep-14</b>
Mayoral Strategic session with Management and Councillors	Strategic Office			<b>26-Sep-14</b>
<b>Budget Steering Committee Meeting</b> - Direction on proposed Tariff increases & increases in Revenue , Expenditure and Capital	Budget Steering Committee			<b>29/30-Sep-14</b>
Directors to review existing 3 year MTREF capital project budget and submit completed Capital project Templates with priorities to Budget Office	Directors			<b>30-Sep-14</b>
Snr Manager Revenue sends Tariff Lists to Directors for review	Snr Manager Revenue			<b>1-Oct-14</b>
Snr Managers for the respective administrations receives directive from Budget Steering Committee (BSC) on draft ward requests	Budget Office			<b>3-Oct-14</b>
Top Management Meeting with MM (Directors, Snr Managers for the respective administrations & Budget Office) to discuss budget proposals and budget affordability	Budget Office/TMT			<b>3-6 Oct 14</b>
Budget office to issue directives to budget holders regarding the compilation of 2015/16 – 2017/18 OPEX Budget	Budget Office			<b>13-Oct-14</b>
Based on BSC directive, Ward Committees meet to prioritise their ward requests	Ward Committee / Snr Managers for the respective administrations			<b>13-17 Oct 14</b>

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
Snr Managers for the respective administrations to submit prioritised ward requests to the Budget Office in Excel format	Snr Managers for the respective administrations			<b>22-Oct-14</b>
<b>INTEGRATION PHASE</b>				
<b>Budget Steering Committee</b> meet to discuss & review capital budget requests ( <b>ROUND1</b> )	Budget Steering Committee			<b>27/31 Oct-14</b>
Mayoral directional IDP/Budget Speech	Mayor			<b>29-Oct-14</b>
Directors to submit proposed Tariffs to Snr Manager Revenue	Directors			<b>31-Oct-14</b>
Budget Office distributes prioritised ward requests to Snr Managers of the respective administrations for Ward Committee final verification	Budget Office			<b>3-Nov-14</b>
District IDP Managers Forum (Coordinated by ODM- IDP Manager) and District IDP Rep/PPCom Forum	Strategic Office			<b>3-Nov-14</b>
Workshop on Tariffs and Tariff Related Policies	Budget Office			<b>3-7 Nov-14</b>
Budget Office sends summarised capital budget requests to budget holders after Budget Steering committee for review	Budget Office			<b>07-Nov-14</b>
Ward Committees meet for final confirmation of their ward requests	Snr Managers of the respective administrations			<b>10-14-Nov 14</b>
Snr Managers of the respective administrations submit final ward requests to Budget Office	Snr Managers of the respective administrations			<b>17-Nov-14</b>

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
<b>Budget Steering Committee</b> meeting- Mid Year Review (2014/15 Budget): Capex including Draft 2015-2018 <b>Capital budget</b> requests ( <b>ROUND2</b> )	Budget Steering Committee		20/21-Nov 14	20/21-Nov-14
Directors to review 2015/2016 -2017/2018 Opex requests from Managers on the New Budget Programme	Managers			24-Nov-14
Directors to submit New Post requests to HR & Salary Office	Directors			24-Nov-14
Managers to submit Final List of Overtime, Essential etc. to Salary Department	Managers			24-Nov-14
HR/Salary Office to submit requests for new staff/posts to the Budget Office	HR			28-Nov-14
Directors to submit 2015/2016 -2017/2018 Opex requests to Budget Office	Directors			28-Nov-14
Fleet Management to submit Draft Vehicle Budget: Fuel & Maintenance to Budget Office	Fleet Management			28-Nov-14
Snr Manager Revenue to submit Draft Tariff list and proposed Revenue to Budget Office	Snr Manager Revenue			28-Nov-14
Budget Office to distribute OPEX performance including Draft 2015-2017 OPEX	Budget Office		3 Dec-14	3-Dec-14
Provincial IDP Managers Forum	Local/ Provincial alignment- Quarter 3 Provincial engagement – Strategic Office			4-5 Dec-14
<b>Budget Steering Committee meeting</b> - Mid Year Review (2014/2015 Budget): Opex performance including Draft 2015-2017 Opex	Budget Steering Committee		8-12-Dec-14	8-12 Dec-14
Salary Office to submit draft three year salary budget & WCA estimates to Budget Office (Current staff establishment)	Salary Section			8-Dec-14

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
Asset Management to submit draft three year depreciation budget (Asset register 2014) to Budget Office	Asset Management			<b>8-Dec-14</b>
Costing Section must provide Draft Recharges/ Departmental charges	Costing Section			<b>8-Dec-14</b>
Cash management to submit draft three year Interest & Redemption (Loan register 2014) to Budget Office	Cash Management			<b>8-Dec-14</b>
Budget Office distributes all <b>Mid-Year Review (Capex &amp; Opex)</b> Changes & <b>Draft Capex &amp; Opex</b> budget requests to managers and directors for verification	Budget Office		<b>24-Dec-14</b>	<b>24-Dec-14</b>
Compilation of Mid-Year Review Report (2014/15)	Budget Office/ Strategic Office		<b>12-19 Jan-15</b>	<b>11-19 Jan-16</b>
Statistical Information reports for New Budget Formats distributed to applicable Directors & Managers for completion	Budget Office			<b>12-Jan-15</b>
<b>Submit Mid-Year Review (MYR) Report to Mayor</b>	Budget Office/ Strategic Office		<b>23-Jan 15</b>	<b>22-Jan-16</b>
<b>Table Mid-year Review (MYR) in Council</b>	Budget Office/ Strategic Office		<b>28-Jan 15</b>	<b>27-Jan-16</b>
<b>Budget Steering Committee Meeting</b> for final discussion of Tariffs & Final Adjustment Budget Review (2014/2015 Budget)	Budget Steering Committee		<b>29/30 Jan15</b>	<b>29/30 Jan-15</b>

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
Budget Office distributes information for finalisation of depreciation, salary budget and interest & redemption	Budget Office			<b>2-Feb-15</b>
District IDP Managers Forum (Coordinated by ODM- IDP Manager) and District IDP Rep/PPCom Forum	Strategic Office			<b>2-Feb-15</b>
Budget Office distributes all operational budget requests to managers and directors for final verification	Budget Office			<b>2-Feb-15</b>
Snr Manager: Revenue determines Final revenue projections & Tariffs	Snr Manager Revenue			<b>2-6 Feb-15</b>
Review Budget Related Policies	Budget Committee/Councilors/ Directors/Managers			<b>2-6-Feb-15</b>
OMAF Meeting for discussion on preliminary budget proposals and IDP review focus areas	OMAF - Ward Com/Councilors/Managers/ Directors			<b>3-5-Feb 15</b>
Compile Adjustment Budget (2014/2015 Budget): NT Reports and working papers	Budget Office		<b>2-13 –Feb-15</b>	<b>February</b>
<b>Budget Steering Committee</b> meet to discuss & review opex, capex, new posts, Revenue Projections & Filling of vacancies for determination of Salary Contingency	Budget Steering Committee			<b>9-13 Feb-15</b>
Budget Office send Final list of new posts to Salary Department after discussion with BSC	Budget Office			<b>13-Feb-15</b>
Provincial IDP Indaba 2 (Coordinated Dept LG- IDP Directorate)	Strategic Office/ MM/ Directors			<b>16 Feb-15</b>
Start with the compilation of Draft SDBIP (2015/16)	Strategic Office/ Directorates			<b>17-Feb-15</b>
Final Review of 2014/2015 Adjustment Budget documents	Budget Office		<b>20-Feb-15</b>	<b>Feb</b>
Directors and Managers return final operational and capital budget including the Statistical	Directors/Managers			<b>20-Feb-15</b>

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
Information with final sign off to verify information submitted				
Managers return final depreciation, salary budget and interest & redemption, Recharges/ Departmental charges to budget office	Relevant Managers			<b>20-Feb-15</b>
Snr Manager Revenue Dept to finalise Draft tariffs & Revenue Projections and submit to Budget Office	Snr Manager: Revenue			<b>20-Feb-145</b>
Update & Balance DB4 System with 3yr Budget Info	Budget Office			<b>23-27 Feb-15</b>
Balance & Verify Draft I/E, Cash Flow and Capital Budget	Budget Office			<b>23-27 Feb-15</b>
Managers to submit Final Policies to CFO	Managers			<b>27-Feb-15</b>
Submit Electricity Tariffs to NERSA	Snr. Manager: Revenue			<b>27 Feb -15</b>
Managers to submit Activity/ Business Plans for Grants to Budget Office	Budget Holders			<b>6-Mar-15</b>
Finalise the draft IDP review 2015/16	Strategic Office			<b>2-18 Mar-15</b>
Finalisation of Draft Opex & Capex Budgets working papers	Budget Office			<b>02-13 Mar-15</b>
Update & Balance A Schedule and compile draft agenda item	Budget Office			<b>02-13 Mar-14</b>
Budget Office compile Draft Budget Report & Schedules	Budget Office			<b>02-13 Mar-15</b>
Budget Office send financial information to Strategic Office for Draft IDP review & SDBIP	Budget Office			<b>13-Mar-15</b>
Budget Office does Final Review of Draft Budget Report & Schedules	Budget Office			<b>16-17 Mar-15</b>
Printing & Binding of Draft Budget Report	Budget Office			<b>16-17 Mar-15</b>
Budget Office distributes Draft Budget Report	Budget Office			<b>18 Mar-15</b>
Prepare advertisements for Draft IDP& Budgets for comments	Budget Office /			<b>24 Mar-15</b>

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
	Strategic Office			
Draft IDP/Budget tabled in Council	Budget Office / Strategic Office			25-Mar-15
Advertise Draft IDP& Budget for public comment	Budget Office / Strategic Office			26-Mar-15
<b>APRIL – MAY 2015</b>				
<b>CONSULTATION &amp; APPROVAL PHASE</b>				
Public Participation	Community			29 Mar-30 Apr-15
Electronic Draft IDP/Budget files submitted to Provincial Treasury after Council Meeting	Budget Office / Strategic Office			9-Apr-15
Submission of Annual Draft Budget and IDP for representation to National and Provincial Treasury any other prescribed organs of state.	Budget Office / Strategic Office			9-Apr-15
District IDP Managers Forum (Draft IDP reviews and inputs) (Coordinated by ODM- IDP Manager) and District IDP Rep/PPCom Forum	Strategic Office			14-Apr-15
Managers to submit Demand Management Plans to SCM	Budget Holders			30-Apr-15
LG MTEC3 Engagement	Provincial Treasury/ Municipal Delegation			end April-15
Managers to submit Final Activity/ Business Plans for Grants to Budget Office	Budget Holders			4-May-15
Summarise all community feedback and distribute to the relevant stakeholders for consideration to be included in the Final Budget report	Budget Office			4/5 May-14
<b>Budget Steering Committee Meeting</b> - Consideration of Budget Comments (Review Budget comments to make decision on comments)	Budget Steering Committee			05 -8 May-14

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
Re-advertise for Budget comments	Budget Office			<b>14 May-15</b>
Budget Office compile Final Budget Report and Schedules	Budget Office			<b>04-15 May-15</b>
Budget Office does Final Review of Budget Report & Schedules	Budget Office			<b>18 -19 May-15</b>
Printing & Binding of Final Budget Report	Budget Office			<b>20-21 May -15</b>
Distribution of Final Budget Report	Budget Office			<b>21-22 May -15</b>
Approval of IDP and Budget by Council	Budget Office / Strategic Office			<b>27-May-15</b>
<b>IMPLEMENTATION PHASE</b>				
Place Final Budget documents on the website	Budget Office			<b>3 June-15</b>
Advertise Final Budget and Tariffs in the media	Budget Office			<b>4-June-15</b>
Submission of Final Budget and IDP to National and Provincial Treasury.	Budget Office / Strategic Office			<b>10 June-15</b>
Municipal Manager submits SDBIP to Mayor	Municipal Manager			<b>10-June-15</b>
Publish a summary of Budget in Bulletin	Manager: Communications			<b>15-June-15</b>
Compile Internal Budget Book	Budget Office			<b>4-22 June-15</b>
Implement Capital Budget on Financial System	Budget Office			<b>22 June-15</b>
Print & Bind Internal Budget Book	Budget Office			<b>23-30 June-15</b>
Approval of SDBIP by Executive Mayor	Mayor			<b>24-June-15</b>
Finalise and approval of the performance agreements of the S54A and S56 appointees	Strategic Office/EM/MM			<b>24-June-15</b>
Advertise Property Rates Tariffs in Provincial Gazette	Senior Manager: Revenue			<b>26 June-15</b>

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TASK/ ACTIVITY	RESPONSIBILITY	Close-off 2013/14	Close off 2014/15	2015/16 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
Place Internal Budget Book on Intranet	Budget Office			30-June-15
Distribute Internal Budget Book	Budget Office			30-June-15
Submit Budget Related Appendix B reports to National and Provincial Treasury	Budget Office			30 June-15
Submit Budget Locking Certificate to National Treasury	Budget Office			15-Jul-15
<b>REPORTING &amp; REVIEW</b>				
Monthly Budget Statement to Municipal Manager and Mayor	Budget Office		Jul 14- Jun 15	Jul 15- Jun 16
Quarterly reporting by Mayor to Council	Mayor		Oct 14, Jan 15, Apr 15, Jul 15	Oct 15, Jan 16, Apr 16, Jul 16
Table adjustments Budget	Budget Office		25-Feb-15	24-Feb-16
Finalise Roll over Projects (Final Amounts)	Budget Office	16-Jul-14	15-Jul-15	08-Jul-16
Table Adjustments Budget for approval of Roll over projects	Budget Office	23-Jul-14	22-Jul-15	15-Jul-16
Table in Council Draft unaudited Annual Report /AFS	Budget Office / Strategic Office	27-Aug-14	26-Aug-15	31- Aug-16
Submission of annual financial statements to AG	Accounting Services	29-aug-14	31-Aug-15	31-Aug-16
Finalise the draft unaudited annual report for submission to AG	Strategic Office	29-Aug-14	31-Aug15	31 Aug-16
Submit Draft audited Annual Report to Council	Strategic Office	28-Jan-15	27-Jan-16	25-Jan-17
Submit Adjustments Budget (Overspending), if necessary	Budget Office	28-Jan-15	27-Jan-16	25-Jan-17
Final Annual Report Comments and Approval	Strategic Office	Feb-March-15	Feb-March	Feb-March

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**Table 17.:** 2015/16 IDP review/Budget Process

**Notes:**

\* OPEX - Operational Budget

\* CAPEX - Capital Budget

## CHAPTER 2: GOOD GOVERNANCE

### CHAPTER 2

#### COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

Good governance has 8 major characteristics. It is participatory, consensus oriented, accountable, transparent, responsive, effective and efficient, equitable and inclusive and follows the rule of law. It assures that corruption is minimized, the views of minorities are taken into account and that the voices of the communities are heard in decision-making. It is also responsive to the present and future needs of society.

#### 2.1 National Key Performance Indicators- Good Governance and Public Participation

The following table indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and the Performance Management Regulations 796 of 2001 and section 43 of the MSA. This key performance indicator is linked to the National Key Performance Area - Good Governance and Public Participation.

KPA & Indicators	Municipal Achievement	Municipal Achievement	Municipal Achievement	Municipal Achievement	Municipal Achievement
	2011/2012	2012/13	2013/14	2014/15	2015/16
The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan (After roll over projects)	92%	98% (83.3% before roll over projects)	96% (93% before roll over projects)	88% (93% after roll over projects)	92% (101% after roll over projects)

**Table 18.: National KPIs - Good Governance and Public Participation Performance**

#### 2.2 Performance Highlights - Good Governance and Public Participation

Highlight	Description
Ward Committee functionality	A number of 8 official ward committee meetings held per ward committee.
Ward Committee Rules	Ward Committee Rules was revised and approved by Council in May 2016. Work also done in preparation

## CHAPTER 2: GOOD GOVERNANCE

Highlight	Description
	for new generation of Ward Committees to be elected after 2016 Local Government elections. A brochure also developed for the purposes of Councillors, New Ward Committee members and administrators.
Ward Operational Plans	Plans for the respective 13 ward committee were successfully developed and submitted to Province for 2015/2016.
Special Public Ward Committee Meetings	Consultation meetings were held in all 13 wards regarding the draft IDP and Budget in November/December 2015 and May/April 2016.
High attendance of regularly held meetings in accordance with a predetermined meeting cycle	Ward Committee, Portfolio, Mayoral and Council meetings are scheduled for a year in advance and a high attendance figure is achieved. Also LLF, Training, Top Management and EMT meetings
Provincial Library Awards	Mount Pleasant Library – Western Cape Government's Best Public Library: Children's Services
Ward Committee Summits and Conference	A delegation of Ward Committee Members and Officials attended the Provincial Public Participation Conference and the Overberg District Ward Committee Conference in September 2015. The Overstrand Municipality Ward Committee Summit was held 19 November 2015.

**Table 19.: Good Governance and Public Participation Performance Highlights**



**Public participation on the Integrated Development Plan (IDP) review in November/December 2015**



## CHAPTER 2: GOOD GOVERNANCE

### 2.3 Challenges - Good Governance and Public Participation

Description	Actions to address
Ward Committee report-back to respective constituencies.	Revised Ward Committee Rules promotes report-back to constituencies.

**Table 20.: Good Governance and Public Participation Challenges**

### 2.4 Governance Structure

#### 2.4.1 Political Governance Structure



Crl J Kloppers-Lourens replaced Cllr E Nel as ward 13 councillor

The council performs both legislative and executive functions. They focus on legislative, oversight and participatory roles, and have delegated its executive function to the Executive Mayor and the Mayoral Committee. Their primary role is to debate issues publicly and to facilitate political debate and discussion. Apart from their functions as decision makers, Councillors are also actively involved in community work and the various social programmes in the municipal area.

#### a) Council

Below is a table that categorised the councillors within their specific political parties and wards for the **2015/16** financial year:

## CHAPTER 2: GOOD GOVERNANCE

Council Members	Capacity	Political Party	Ward representing or proportional	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
				%	%
Nicolette Botha-Guthrie	Executive Mayor	DA	Proportional	100	-
Anton Coetsee	Speaker	DA	Proportional	100	-
Moira Opperman	Councillor	DA	Proportional	100	-
Johannes Januarie	Councillor	N.I.C.O	Proportional	66.67	100
Mercia Andrews	Councillor	DA	Proportional	100	-
Phillipus May	Councillor	ANC	Proportional	100	-
Abraham Prins	Councillor	DA	Proportional	100	-
Makhaya Ponoane	Councillor	ANC	Proportional	75.00	100
Mandla Dyani	Councillor	ANC	Proportional	100	-
Caroline Mandindi	Councillor	ANC	Proportional	100	-
Marilyn Pie	Councillor	ANC	Proportional	91.67	100
Philippus Appelgrein	Ward Councillor	DA	9	100	-
Lianda Beyers – Cronje	Ward Councillor	DA	4	91.67	100
Sicelo Gxamesi	Ward Councillor	ANC	5	83.33	100
Dudley Coetzee	Ward Councillor	DA	11	100	-
Juanita Kloppers-Lourens	Ward Councillor	DA	13	77.78	100
Riana de Coning	Ward Councillor	DA	2	100	-
Rudolph Smith	Ward Councillor	DA	8	75.00	100
David Botha	Ward Councillor	DA	7	100	-
Vuyani Macotha	Ward Councillor	ANC	12	91.67	100
Ntombizinee Sapepa	Ward Councillor	ANC	6	100	-
Lisel Krige	Ward Councillor	DA	10	91.67	100
Kari Brice	Ward Councillor	DA	3	100	-
Nomaxesibe Nqinata	Ward Councillor	ANC	1	83.33	100
Linda Ndevu	Councillor	DA	Proportional	83.33	100

**Table 21.: Council Meetings**

### **b) Mayoral Committee**

The Executive Mayor of the Municipality, **Alderslady Nicolette Botha-Guthrie** assisted by the Mayoral Committee, heads the executive arm of the Municipality. The Executive Mayor is at the centre of the system of governance, since executive powers are vested in her to manage the day-to-day affairs. This means that she has an overarching strategic and political responsibility. The key element of the executive model is that executive power is vested in the Executive Mayor, delegated by the Council, and as well as the powers assigned by legislation. Although accountable for the

## CHAPTER 2: GOOD GOVERNANCE

strategic direction and performance of the Municipality, the Executive Mayor operates in concert with the Mayoral Committee.

The name and portfolio of each Member of the Mayoral Committee is listed in the table below for the period 1 July 2015 to 30 June 2016:

Name of member	Capacity
Ald N Botha-Guthrie	Executive Mayor
Cllr R Smith	Executive Deputy Mayor & Chairperson of Infrastructure & Planning Portfolio Committee
Cllr D Coetzee	Chairperson of Finance & Economic Development Portfolio
Ald P Appelgrein	Chairperson of Management Services Portfolio
Cllr M Opperman	Chairperson of Community Services Portfolio
Ald P Appelgrein	Chairperson of Protection Services Portfolio

**Table 22.: Mayoral Committee Members**

### *c) Portfolio Committees*

Section 80 committees are permanent committees that specialise in a specific functional area of the municipality and may in some instances make decisions on specific functional issues. They advise the Executive Mayor on policy matters and make recommendations to Council. Section 79 committees are temporary and appointed by the Council as needed. They are usually set up to investigate a particular issue and do not have any decision making powers. Just like Section 80 committees they can also make recommendations to Council. Once their *ad hoc* task had been completed, Section 79 committees are usually disbanded. External experts, as well as Councillors can be included on Section 79 committees.

The portfolio committees for the 2011/16 Mayoral term and their Chairpersons are as follow:

Committee	Chairperson	Section 79 or 80 Committee	Number of minutes submitted to council	Meeting Date
Portfolio Committee: Infrastructure and Planning	Rudolph Smith	80	9	18/08/15 22/09/15 20/10/15 17/11/15 16/02/16 22/03/16 19/04/16 17/05/16 21/06/16
Portfolio Committee:	Philipus Appelgrein	80	9	18/08/15

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Committee	Chairperson	Section 79 or 80 Committee	Number of minutes submitted to council	Meeting Date
Management Services				22/09/15 20/10/15 17/11/15 16/02/16 22/03/16 19/04/16 17/05/16 21/06/16
Portfolio Committee: Finance and Local Economic Development	Dudley Coetzee	80	9	18/08/15 22/09/15 20/10/15 17/11/15 16/02/16 22/03/16 19/04/16 17/05/16 21/06/16
Portfolio Committee: Protection Services	Philipus Appelgrein	80	9	18/08/15 22/09/15 20/10/15 17/11/15 16/02/16 22/03/16 19/04/16 17/05/16 21/06/16
Portfolio Committee: Community Services	Maira Opperman	80	9	18/08/15 22/09/15 20/10/15 17/11/15 16/02/16 22/03/16 19/04/16 17/05/16 21/06/16
Oversight (MPAC)	Makhaya Ponoane	79	1	10/03/16
Committee On Fruitless And Wasteful Expenditure	Anton Coetsee	79	1	29/03/16
Disciplinary Committee	Rudolph Smith	79	1	12/10/16

**Table 23.: Portfolio Committees**

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### 2.4.2 Administrative Governance Structure

The Municipal Manager is the Accounting Officer of the Municipality. He is the head of the administration, and primarily has to serve as chief custodian of service delivery and implementation of political priorities. He is assisted by his direct reports, which constitutes the Management Team, whose structure is outlined in the table below:

Name of Official	Department	Performance agreement signed
		Yes/No
Coenie Groenewald	Municipal Manager	Yes
Desiree Arrison	Management Services	Yes
Santie Reyneke -Naude	Finance	Yes
Solomzi Madikane	LED	Yes
Neville Michaels	Protection Services	Yes
Roderick Williams	Community Services	Yes
Stephen Muller	Infrastructure & Planning	Yes

**Table 24.: Administrative Governance Structure**

## COMPONENT B:

### INTERGOVERNMENTAL RELATIONS

Explain the various contributions to service delivery offered by those involved.

## 2.5 INTERGOVERNMENTAL RELATIONS

### 2.5.1 Provincial Intergovernmental Structures

We participate at the following forums:

- Premier's Coordinating Forum (PCF)
- MinMay (Provincial MEC for Local Government and Mayors)
- MinMay Tech (Municipal Managers)
- Western Cape Municipal Managers Forum
- Western Cape: Chief Financial Officers (CFO) Forum
- Western Cape: Municipal Accountants (MAF) Forum
- Western Cape: Supply Chain Management (SCM) Forum
- Western Cape: Municipal Accounting Working Committee
- Western Cape: Local Government Medium Term Expenditure Committee (LG MTEC) 1
- Western Cape: Local Government Medium Term Expenditure Committee (LG MTEC) 2

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- Western Cape: Local Government Medium Term Expenditure Committee (LG MTEC) 3
- Western Cape: Municipal Governance Review & Outlook (MGRO) 1
- Western Cape: Municipal Governance Review & Outlook (MGRO) 2
- Western Cape: Municipal Property Rates Act (MPRA) Focus Group
- Western Cape: mSCOA Technical Committee
- mSCOA Integrated Consultative (ICF) Forum
- SAMRAS User Group
- Western Cape: Waste Management Officer's Forum
- Western Cape Recycling Action Group
- Provincial Strategic Objective 7 (Green Energy Forum)
- SALGA: Human Resources Practitioners Forum
- SALGA (Working groups)
- LGSETA- Local Government Sector Education Training Authority
- WC Provincial Off-road Vehicle Task Team (ORV) with respect to the management of boat launching sites and the passage of vehicles in the coastal zone;
- WC Kelp Harvesting Forum with respect to the future management of the kelp harvesting industry in the coastal zone of the Overstrand Municipality;
- Uilenkraalsmond Estuary Forum
- Klein River Estuary Forum
- Bot River Estuary Forum
- Kogelberg Biosphere Reserve Company. Meetings concerning the co-ordination and development of sustainable conservation, social and economic programmes for the Kogelberg Biosphere Reserve;
- Biodiversity Planning Forum
- Provincial Spatial Development Framework Consultation Forum with respect to integrated provincial spatial development programmes;
- Salgan Provincial
- Iaia Conference For International Environmental Conservation
- Provincial Air Quality Forums
- Planning
- Estuaries
- OICG (Overberg Integrated Conservation Group)
- Overberg Housing Forum
- Provincial Social Housing Forum
- SPLUMB- Spatial Planning and Land Use Management Bill
- LUPA- Land Use Planning Ordinance
- Coastal Setback Line
- Economic Development Planning Working Group
- PSO 7 Land Use Planning WG
- Western Cape Planning Heads Forum
- Provincial Public Participation Forum and Communication Forum
- Provincial IDP Managers Forum
- Thusong Service Centre Management
- Library Conditional Grant Forum/Seminar
- Provincial District Forum for Community Development Workers
- The interaction between the Overstrand Municipality, the Department of Environmental Affairs and the appointment of an implementing agent to the Working for the Coast (WFTC) project is regarded as an example of effective intergovernmental relations.
- ICT Managers Forum
- Legislative and Constitutional Task Team Forum

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- Quarterly Local Government Supply Chain Management Forum – Western Cape Provincial Treasury
- Chief Audit Executive (CAE) Forum
- Chief Risk Officer (CRO) Forum
- Association of Municipal Electricity Utilities of South Africa (AMEU)
- South African Revenue Protection Association (SARPA)
- South African Local Government Association (SALGA)
- Provincial Shared Service Forum
- Provincial MIG Manager/Municipality
- District Technical Committee (DTEC)
- Overberg Coastal Setback Line Forum
- Overberg Working for the Coast Project Advisory Committee
- Integrated Fire Management Forum (Kogelberg) with respect to the development of an Integrated Fire Management Plan for the Overstrand region
- Estuarine Management Forums
- District Air Quality Forum
- Western Cape Municipal Planning Heads Forum
- ICT Managers Workgroup
- SALGA e-Participation Initiative
- Overberg District IDP/ Public Participation and Communication Forum
- Overberg District IDP Managers Forum
- Regional forum for waste managers
- Legislative and Constitutional Task Team Forum
- Municipal Coastal Committees
- Biosphere Reserve Forum
- Municipal ICT managers forum
- District ICT Managers Forum
- TASK District Coordinating Committee
- Western Cape Supplier Database (WCSD) Forum – Overberg District

### 2.5.2 District Intergovernmental Structures

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We participate at the following forums:

- District Coordinating Forum (DCF), Mayors and Municipal Managers in District
- District Coordinating Forum Tech (DCF Tech), Municipal Managers in the District
- An Overberg Electricity Forum has been created and is functioning well
- District: LGSETA Forum
- Overberg Integrated Conservation Group (OICG)
- Overberg District Planning Forum

## COMPONENT C:

### PUBLIC ACCOUNTABILITY AND PARTICIPATION

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Section 16 of the Municipal Systems Act (MSA) refers specifically to the development of a culture of community participation within municipalities. It states that a municipality must develop a culture of municipal governance that complements formal representative government with a system of

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participatory governance. For this purpose it must encourage and create conditions for the local community to participate in the affairs of the community. Such participation is required in terms of:

- the preparation, implementation and review of the IDP;
- establishment, implementation and review of the performance management system;
- monitoring and review of the performance, including the outcomes and impact of such performance; and
- preparation of the municipal budget.

### 2.6.1 Public Meetings

Nature and purpose of meeting	Date of events	Number of Participating Municipal Councillors	Number of Participating Municipal Administrators	Number of Community members attending	Dates and manner of feedback given to community
Overstrand Municipal Advisory Forum (OMAF)	23 February 2016	16	20	41	Ward Committees
Ward Committees Wards 3, 4 5, 6, 7, 8, 12 & 13	4 committee meetings held in each ward	1	2 - 4	2	Ward Committees
Public Ward Meetings Wards 3, 4 5, 6, 7, 8, 12 & 13	4 meetings held in each ward – one per quarter	Ward councillor	4 per ward	Varies between ±3 - 130	Important issues as well as consultation regarding the budget
Rate payers Associations	Arranged as per request/ need	1	Varies between 1 and 3 1 Area Manager	4-6	As per request/ required
Rate payers Associations (Gansbaai area)	Arranged as per request/ need	1 Elected 1 Proportional	Varies between 1 and 3 1 Area Manager	12 – 15	After hours as per request/ required
Hawston Sport Committee	Arranged as per request/ need	2-3	1 Area Manager Manager: Sport	8 – 12	Via Ward committee
Social Compact (Housing)	Arranged as per request/ need	2-3	2-3 Housing Officials	8 – 12	Weekdays (after hours)
Ward Committees Wards 9 and 10	Monthly (except for Council recess)	1 per ward	3	Varies between ±5 - 15	Four meetings per annum during and after office hours
Ward Committees Wards 1, 2, 11	Monthly (except for council recess periods)	2 per ward 1 Elected 1 Proportional	4 per ward	Varies between ±1 - 10	Four meetings per annum during normal office hours

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Nature and purpose of meeting	Date of events	Number of Participating Municipal Councillors	Number of Participating Municipal Administrators	Number of Community members attending	Dates and manner of feedback given to community
Ratepayers' & Residents' Associations	Arranged as per request/ need	1 Elected 1 Proportional	Varies between 1 and 3 1 Area Manager	12 – 15	After hours as per request/ required
Health & Welfare Association	Quarterly	1	1 Area Manager	8 – 12	Weekdays (after hours)
Kleinmond Street Watch	Monthly	1	2 – Area Manager, Regional Inspector: Law Enforcement	30 – 50	Weekdays (after hours)
Klipgat Trust	Quarterly	0	Area Manager & Admin Assistant	6 – 10	Normal office hours
Kleinbaai Slipway Management Committee	Quarterly	0	Area Manager, Admin Assistant & Control Officer	8 – 12	Normal office hours
Overhills Committee Kleinmond	Arranged as requested	1	Area Manager, Housing Official	5-15	After Hours
Sport Federations/ Clubs	Arranged as per request/ need	0	(3) Area Manager, Control Manager & Sport Official	20 – 25	Weekdays (after hours)
Strandveld Farmer's Union	Quarterly	1	Area Manager	40 - 50	Weekdays (after hours)
Overstrand Health & Welfare	Quarterly	1	Area Manager	10 - 15	Weekdays (after hours)
C P F	Monthly	2	4	+20	Normal office hours
Business Forums	Arranged as per request/need	0	1	+4	Normal office hours
Animal Welfare	Arranged as per request/need	0	1	+4	After hours as per request/required

**Table 25.: Public Meetings**

### 2.6.2 Ward Committees

The ward committees support the Ward Councilor who receives reports on development, participate in development planning processes, and facilitate wider community participation. To this end, the

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municipality constantly strives to ensure that all ward committees function optimally with community information provision; convening of meetings; ward planning; service delivery; IDP formulation and performance feedback to communities.

### a) Ward 1: Kleinbaai, Franskraal and Masakhane

Name of representative	Capacity representing	Dates of meetings held during the year
Zwelandile Duna	Individual	12 August 2015 16 September 2015 14 October 2015 11 November 2015 10 February 2016 16 March 2016 13 April 2016 11 May 2016
Kristoffel Hermanus Jooste	Individual	
Francia van Dyk	Individual	
Masibusane Mangali	Masakhane Youth in Action	
Desmond Jim	Masakhane Council of Churches	
Babalwa Mangeala	Neighbour Helps Neighbour	
N Tyekana	Masakhane Business Forum	
Mthuthuzeli Foto	Masakhane Sub-Forum	
Johan Wiese	Kleinbaai Ratepayers Association	
Theuns Roodman	Franskraal Ratepayers Association	

**Table 26.: Ward 1 Committee Meetings**

### b) Ward 2: Blompark, Gansbaai and De Kelders

Name of representative	Capacity representing	Dates of meetings held during the year
Ockie Viljoen	Overberg Line Fish Association	12 August 2015 16 September 2015 14 October 2015 11 November 2015 10 February 2016 16 March 2016 13 April 2016 11 May 2016
John Jacobs	Blompark Advisory Office	
Pieter Barend Botha	Individual	
Adriaan van Niekerk	Silwerjare Service Centre	
Marthinus Naude	Gansbaai Ratepayers Association	
Kobus van Staden/Julia Barlow	Gansbaai Chamber of Commerce	
Glenda Kitley	Gansbaai Tourism	
Ivan Cornelius	Individual	
Johannes Petrus McLachan Botha/Steve Cilliers	Perlemoenbaai/De Kelders Ratepayers Association	
Hermanus Johannes van Dyk	Gansbaai Marine	

**Table 27.: Ward 2 Committee Meetings**

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### c) Ward 3: Hermanus

Name of representative	Capacity representing	Dates of meetings held during the year
David Beattie	Cliff Path Management	12 August 2015 16 September 2015 14 October 2015 11 November 2015 10 February 2016 16 March 2016 11 April 2016 15 April 2016 15 April 2016 11 Mei 2016
Linda Griffiths	BOTSOC	
Pierre De Villiers	Hermanus Astronomy	
Quentin Mitchell	Tourism	
H Caro	Village Square	
S Anderson	Hermanus RPA	
B Von During	Hermanus business Chambers	
Henri Lerm	Individual	
C Holmes	Individual	
T Mc Carthy	Individual	

**Table 28.: Ward 3 Committee Meetings**

### d) Ward 4: Westcliffe, Mount Pleasant and Hemel-en-Aarde Valley

Name of representative	Capacity representing	Dates of meetings held during the year
B Gardiner	Women Action Group	6 August 2015 14 September 2015 12 October 2015 9 November 2015 7 February 2016 14 March 2016 11 April 2016 09 May 2016
Garth Gardiner / P Jacobs	Sport & Recreation	
Linda Brikkels	Individual	
T Titus	Mount Pleasant Health and Welfare	
Ronald Nutt	Individual	
Joeline Thompson	Individual	
Nicholas Esau	Individual	
Fredie Cronje	Individual	
Cecilia Geswindt	Mount Pleasant Young Ladies Club	
I Smith	Overstrand Wheel Chair Association	

**Table 29.: Ward 4 Committee Meetings**

### e) Ward 5: Zwelihle South

Name of representative	Capacity representing	Dates of meetings held during the year
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Name of representative	Capacity representing	Dates of meetings held during the year
N Cesemba	Japan Church	08 August 2015 16 September 2015 14 October 2015 11 November 2015 10 February 2016 16 March 2016 13 April 2016 11 May 2016
Thobeka Mfundeni	Individual	
Nosakhele Ndawule	Individual	
Lulama Betane	Individual	
Ntombizanele Sapepa	Individual	
Sipho Nkibithsolo	Individual	
Vusikhaya Ntlokolwana	Individual	
John Mfundisi	Ministries Fraternal	
Lusapho Calata	Qhayiya Secondary School	
Theron Mqhu	Individual	

**Table 30.: Ward 5 Committee Meetings**

### f) Ward 6: Zwelihle North

Name of representative	Capacity representing	Dates of meetings held during the year
Vusumzi Tshona	HESSA	07 August 2015 15 September 2015 14 October 2015 11 November 2015 09 February 2016 15 March 2016 12 April 2016 10 May 2016
M Damesi	Overstrand Boxing Cub	
Babalwa Goniwe	Individual	
Vivian Nanto	Individual	
Thelma Nondala	Individual	
B Mqhu	Individual	
Mzukisi Kamana	Individual	
S Siqhaza	Disability forum	
Synthia Mcinjana	Siyazama Civic Centre	
Nokuqala Msebe	Individual	

**Table 31.: Ward 6 Committee Meetings**

### g) Ward 7: Sandbaai

Name of representative	Capacity representing	Dates of meetings held during the year
N Hechter	Sandbaai Neighbourhood Watch	13 August 2015
C Nieuwhoudt / F du Toit	Sandbaai RPA	17 September 2015

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Name of representative	Capacity representing	Dates of meetings held during the year
Rita Gerber	Sandbaai Verfraaiingskomitee	15 October 2015
W Marais	Jukskei Club	10 November 2015
Lenie van Wyk	Individual	23 November 2015
Reg Steenkamp	Individual	11 February 2016
P Le Roux	VOS Coastal Path	17 March 2016
T Dickens	Individual	14 April 2016
C Nieuwhoudt	Individual	18 April 2016
James Bezuidenhout	Individual	12 Mei 2016

**Table 32.: Ward 7 Committee Meetings**

### h) Ward 8: Hawston, Fisherhaven and Honingklip

Name of representative	Capacity representing	Dates of meetings held during the year
P Delport	Neighbourhood watch	11 August 2015
L Laaks	Lake Marina Yacht and Boat Club	14 September 2015
Isai Claasen / J Swart	Hawston Sport & Rekreasie	12 October 2015
Robin Perrins	Fisherhaven RPA	3 November 2015
Dave Hugo / T Jephtas	Bot Friends	9 November 2015
A Africa	Pearly Shells	20 November 2015
G Fisher	Hawston Health and Welfare	8 February 2016
Joseph Dynaard	Individual	14 March 2016
I A Claasen	Individual	11 April 2016
E Fisher	Individual	18 April 2016
		9 Mei 2016

**Table 33.: Ward 8 Committee Meetings**

### i) Ward 9: Kleinmond and Proteadorp East

Name of representative	Capacity representing	Dates of meetings held during the year
Jan Willem van Staden	Kleinmond Ratepayers Association	13 August 2015
Robert Crowther	Community Police Forum	16 September 2015
Annette Mason	Kleinmond Nature Conservation	15 October 2015
Garth Fredericks	Hangklip-Kleinmond Tourism	12 November 2015
Aldert Drenth	Individual	11 February 2016
		16 March 2016

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Name of representative	Capacity representing	Dates of meetings held during the year
Hester Bruwer	Individual	14 April 2016 14 May 2016
Johannes de Clerk	Individual	
Edward Watson	Individual	
Jan Willem van Staden	Kleinmond Ratepayers Association	
Robert Crowther	Community Police Forum	

**Table 34.: Ward 9 Committee Meetings**

### j) Ward 10: Proteadorp West, Overhills, Palmiet, Betty's Bay, Pringle Bay and Rooi Els

Name of representative	Capacity representing	Dates of meetings held during the year
R Perold	Betty's Bay Residents and Ratepayers Association	11 August 2015 15 September 2015 13 October 2015 10 November 2015 9 February 2016 15 March 2016 12 April 2016 10 May 2016
Dave Muirhead	Pringle Bay Ratepayers Association	
Anuta Scholtz	Pringle Bay Conservancies	
A Tyulu	Kleinmond Local Football Association	
Isak Smith/ E Kruger	Rooi Els Ratepayers Association	
W August	Proteadorp Community Forum	
Theuns Prinsloo	Individual	
Susanna Swanepoel	Individual	
Melvin Jooste	Individual	
Sikhumbuzo Phete / Nomfeseko Vava	Individual	

**Table 35.: Ward 10 Committee Meetings**

### k) Ward 11: Stanford, Baardskeerdersbos, Pearly Beach, Viljoenshof and Withoogte

Name of representative	Capacity representing	Dates of meetings held during the year
Salie Cyster	Stanford Fishing Association	14 August 2015 17 September 2015 15 October 2015 12 November 2015
Bea Whittaker	Stanford Conversation Trust	
Maryanne Ward	Food 4 Thought	
R D Broom/ L Pullen	Stanford Ratepayers' Association	

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Name of representative	Capacity representing	Dates of meetings held during the year
Ignatus Terblanche / L Bester	Farmers' Association	9 February 2016 17 March 2016 14 April 2016 12 May 2016
Buseka Jonas	Eluxolweni Community/Residents' Association	
S Coetzee	Pearly Beach Ratepayers' Association	
Helena Swart	Baardskeerdersbos Home Owners' Association	
S Gobeni	Individual	
S Martin	Individual	

**Table 36.: Ward 11 Committee Meetings**

### **I) Ward 12: Zwelihle North-West**

Name of representative	Capacity representing	Dates of meetings held during the year
Nobelungu Mpemba(Callinah)	Siyakha Educare Centre	09 August 2015 17 September 2015 15 October 2015 11 November 2015 7 December 2015 Special Meeting 11 February 2016 18 March 2016 14 April 2016 12 May 2016
Vuyiswa Khuse(Sophie)	Zwelihle Community Police Forum	
Z Patrein	Zwelihle Business Forum	
Brine Nofotyo(Nkululeko)	Youth Forum	
Mbulelo Memani	School Governing Body	
Nolundi Mahela (Caroline)	Individual	
Nomzi Khambi(Nomthandazo Gcilitshane)	Individual	
Gladwin / Ntembiso Bulawa	Individual	
Zandile Tonisi(Ntombizandile)	Individual	
Elvis Tiwane	Individual	

**Table 37.: Ward 12 Committee Meetings**

### **m) Ward 13: Onrusrivier and Vermont**

Name of representative	Capacity representing	Dates of meetings held during the year
Hannes Visser / J Louw	Onrus Neighbourhood Watch	11 August 2015 15 September 2015 13 October 2015 10 November 2015 9 February 2016 15 March 2016
K de Bruin	NG Kerk, Onrus	
Andre Beugger	Vermont Conservation Trust	
H Taylor / M Weeks	Vermont RPA	
T Sutherland	Kalfiefee	

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Name of representative	Capacity representing	Dates of meetings held during the year
Paul de Villiers	Onrus RPA	12 April 2016 10 Mei 2016
Tilla Esterhuizen	Individual	
Duncan Heard	Individual	
Marie van Heerden	Individual	
Louis van Brakel	Individual	

**Table 38.: Ward 13 Committee Meetings**

### 2.6.3 Functionality of Ward Committee

A ward committee enhances participatory democracy at local government in the following ways:

It will be the official consultative body in that ward for:

- ➔ participating in the preparation, implementation and review of the Integrated Development Plan (IDP)
- ➔ participating in the establishment, implementation and review of a Performance Management System (PMS)
- ➔ participating in the preparation of the budget
- ➔ participating in strategic decisions of the municipality relating to the provision of municipal services in terms of Chapter 8 of the Systems Act, 2000.
- ➔ It will be the official body with which the Ward Councillor will liaise regarding any matter affecting the ward and more specifically items on the agenda of the municipality affecting that ward in particular.
- ➔ The Ward Councillor must give regular feedback at ward committee meetings on Council matters as required in the Code of Conduct for Councillors.
- ➔ It will be the official body which will receive representations from the community regarding municipal matters in that ward.
- ➔ The ward committee will elect 4 representatives to serve on the Overstrand Municipal Advisory Forum (OMAF) to represent the ward's viewpoint and to participate when consulted by the Municipality on matters affecting the Overstrand municipal area in general. Such representatives must be elected to be as representative as possible with regard to gender, interests, areas and race. The ward committee should endeavour to reach consensus on its representation at OMAF. If this is not possible, the basis must be determined by the Chairman, taking cognisance of the debate in the ward committee in this regard.
- ➔ The above must not be interpreted to mean that a Ward Councillor or the municipality must always liaise with the ward committee before a decision is taken. A Ward Councillor may not

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be instructed by a ward committee on how to vote on any matter which serves before the municipality.

- Ward committees should establish ward operational plans for their respective wards annually and must be reviewed annually. The process entails active involvement of the Ward Councillors together with the ward committee members and with the assistance of municipal officials. The ward operational plans purpose is to identify the day to day activities of ward committees, which further enhance ward committee functionality.
- Ward committees should be elected by the community they serve. A ward committee may not have more than 10 members and women should be well represented. The ward councilor serves on the ward committee and act as the chairperson. Although ward committees have no formal powers, they advise the ward councilor who makes specific submissions directly to the administration. These committees play a very important role in the development and annual revision of the integrated development plan of the area.

The table below provides information on the establishment of Ward Committees and their functionality:

Ward Number	Committee established Yes / No	Number of reports submitted to the Speakers Office	Number meetings held during the year	Number of monthly Committee meetings held during the year	Number of quarterly public ward meetings held during the year
1	Yes	1	8	4	4
2	Yes	1	8	4	4
3	Yes	1	8	4	4
4	Yes	1	8	4	4
5	Yes	1	8	4	4
6	Yes	1	8	4	4
7	Yes	1	8	4	4
8	Yes	1	8	4	4
9	Yes	1	8	4	4
10	Yes	1	8	4	4
11	Yes	1	8	4	4
12	Yes	1	8	4	4
13	Yes	1	8	4	4

**Table 39.: Functioning of Ward Committees**

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### 2.6.4 Representative Forums

#### a) Labour Forum

The table below specifies the members of the Labour Forum for the 2015/16 financial year:

Name of representative	Capacity	Meeting dates
Nicolette Botha-Guthrie	Councillor	11 August 2015 15 September 2015 13 October 2015 10 November 2015 10 February 2016 15 March 2016 12 April 2016 18 May 2016
Philip Appelgrein	Councillor	
Rudolph Smith	Councillor	
Dudley Coetzee	Councillor	
Junita Kloppe-Lourens	Councillor	
Mandlake Dyani	Councillor	
Michelle Sapepa	Councillor	
Desiree Arrison	Management	
Roderick Williams	Management	
Santie Reyneke-Naude	Management	
Stephen Muller	Management	
Coenie Groenewald	Management	
Lucinda Bucchianeri	Management	
Nigel Floors	Management	
Annie Choma	Imatu Representative	
Geraldine Erasmus	Imatu Representative	
Shireen Montagu	Imatu Representative	
Yolindi Nothling	Imatu Representative	
Bulelani Boto	Imatu Representative	
Theuns Otto	Imatu Representative	
Siya Nkohla	Samwu Representative	
Raymond Sitemela	Samwu Representative	
Ludwe Gaika	Samwu Representative	
Mzuvukile Maholwana	Samwu Representative	
Jan Mojaki	Samwu Representative	

**Table 40.: Labour Forum**

#### b) Overstrand Municipal Advisory Forum (OMAF)

The OMAF functions as the IDP representative forum and is structured as follows and serves as advisory body to the Executive Mayor.

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- Chairperson – Executive Mayor
- All elected Ward Councilors
- Management
- Four ward committee members of all 13 wards
- Specialists in specific matters who can make useful contributions

### Terms of Reference of the OMAF

- A body representing civic society and interest groups serving the entire Overstrand must provide a mechanism for discussion and decision making between all relevant parties
- Ensure communication between all interest representatives

### Goals and Objectives of the OMAF in the IDP process

- Inform interest groups about planning activities and the objectives thereof
- Analyze matters of interest, and provide input in order to determine priorities
- Discuss and comment on concept IDP
- Monitor implementation of the IDP.



**Attendees at the OMAF of  
23.2.2016**

## COMPONENT D: CORPORATE GOVERNANCE

Corporate governance is the set of processes, practices, policies, laws and stakeholders affecting the way an institution is directed, administered or controlled. Corporate governance also includes the relationships among the many stakeholders involved and the goals for which the institution is governed.

### 2.7 Risk Management

The direction and mandate of risk management for Overstrand Municipality is clearly set out in Section 62(1) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003)

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that stipulates that the "Accounting Officer must take all reasonable steps to ensure that the municipality has and maintains an effective, efficient and transparent system of financial and risk management and internal control" accompanied by the crucial motto of the public sector: "that the resources of the municipality are used effectively, efficiently and economically".

The risk management function came into ideal development in 2015-2016 with the appointment of the Chief Risk Officer (CRO) on a Shared Service Business Model between the municipalities within the district which ultimately meant getting the same service under a shared cost model. This appointment brought about substantial cost-saving initiatives as it meant that in-house skills and resources were available which in turn resulted in a significant reduction on the reliance of external service providers for their specialised contributions to the establishment or maintenance of the risk management structures and processes.

The cost-saving initiatives and actions performed by CRO during 2015-2016 include:

- ✓ An annual risk assessment conducted and facilitated by the CRO per Directorate
- ✓ Periodic assessments with monthly monitoring on status of risk register as well as quarterly reporting and recommendations to various statutory committees.
- ✓ Annual Review of Risk Management Strategy and Policy
- ✓ Compilation and monitoring of a district risk implementation plan
- ✓ Continuous aim of building a sufficient municipal risk profile to constantly improve risk maturity
- ✓ Streamlining risk related documents and processes with National Treasury's Public Sector Risk Management Framework, King Code of governance for South Africa, Committee of Sponsoring Organisations of the Treadway Commission (COSO), International Organisation for Standardisation (ISO 31000) etc.
- ✓ Adding value of "best practice" developments to Fraud and Risk Management Committee (FARMCO) and compilation of Committee's Terms of Reference and Key Performance Indicators (KPI's)
- ✓ Encouraged the significant application of risk management to the implementation of mSCOA
- ✓ Professional membership and daily updates from Institute of Risk Management South Africa
- ✓ Regular communication between Provincial Treasury (Corporate Governance) on matters
- ✓ Procurement (and recommendations made for improvement) of software being utilised (IGNITE Risk Module)
- ✓ Introducing risk universe and risk maturity initiatives through comparison reporting and benchmarking
- ✓ Exploiting opportunities and strategies through identification of Emerging and Incident Risks
- ✓ Comprehensive training of risk champions and risk action owners in April 2016

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- ✓ Progressive application of compliance related documents and processes
- ✓ Participation in the District Risk and Internal Audit Forum
- ✓ Exploring opportunities through meaningful integration of the functions of Ethics, Fraud and Anti-Corruption, Occupational Health and Safety, Insurance, Long term Planning, Business continuity and Disaster Management into the risk management objectives and processes.

### Risk Assist: Report

Risk Level	Risk Description	Current Controls	Residual Risk	Financial Year
Strategic	Armed Robbery / Theft	Access Control_CCTV	Medium	2015/2016
Strategic	Affordability of municipal services.	Fair and equitable review of the budget Annually	Low	2015/2016
Strategic	Ageing and deterioration of vehicles	Vehicle monitoring system in place to prevent abuse/misuse of vehicles	High	2015/2016
Strategic	Credibility of Indigent Subsidy process	Screening process	Medium	2015/2016
Strategic	Illegal land invasion	OM Law Enforcement unit in place_All building plans submitted to OM are scrutinized before approval.	Medium	2015/2016

In terms of section 62 (1)(c)(i) *"the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure- that the municipality has and maintains effective, efficient and transparent systems – of financial and risk management and internal control;"...*

### Risk Forum

Name of representative	Capacity	Meeting dates
DC Van Der Heever	Chief Audit Executive (CAE)	22 July 2015 16 - 17 March 2016

**Table 41.: Risk Forum**

## 2.8 Anti-Corruption and Anti-Fraud

Section 83(c) of the MSA refers to the implementation of effective bidding structures to minimize the possibility of fraud and corruption and the Municipal Finance Management Act (MFMA), section 112(1) (m)(i) identify supply chain measures to be enforced to combat fraud and corruption, favoritism and unfair and irregular practices. Section 115(1) of the MFMA states that the accounting officer must

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take steps to ensure mechanisms and separation of duties in a supply chain management system to minimize the likelihood of corruption and fraud.

### a) Developed Strategies Update

Name of strategy	Developed Yes/No	Date Adopted
Joint Audit and Performance Audit Committee Charter	Yes	25 May 2016
Fraud Prevention Plan	Yes	30 March 2016
Risk Management Policy	Yes	30 March 2016
Risk Management Strategy	Yes	30 March 2016

**Table 42.: Strategies**

### b) Implementation of Strategies

Key Risk Areas	Key measures to curb corruption and fraud
Irregularities of offering of business courtesies and gifts.	The gifts policy of the Municipality must ensure that both the acceptance and offering of business courtesies, including gifts, by all Councillors and employees of Overstrand occur only within the ethical standards as prescribed by Overstrand.
Non – Compliance with laws and regulations	Overstrand has a number of systems, policies and procedures designed to ensure compliance with specific laws and regulations and basic internal control.
Conflict of interest	Employees who perform private work will in accordance with Schedule 2 of the Systems Act be obliged to declare the full description and nature, hours of work, name of company for whom they work or name of own business, and that there is no conflict of interest with their job content as officials and that the nature of the work does not compromise their judgement and integrity as an official.

**Table 43.: Implementation of the Strategies**

## 2.9 Audit Committee

Section 166(2) of the MFMA states that an audit committee is an independent advisory body which must, amongst others to –

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advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality, on matters relating to –

- internal financial control and internal audits;
- risk management;
- accounting policies;
- the adequacy, reliability and accuracy of financial reporting and information;
- performance management;
- effective governance;
- compliance with this Act, the annual Division of Revenue Act and any other applicable legislation;
- performance evaluation; and
- any other issues referred to it by the municipality.

### a) Functions of the Audit Committee

---

The Audit Committee have the following main functions as prescribed in section 166 of the Municipal Finance Management Act, 2003 and the Local Government Municipal and Performance Management Regulation:

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>→ To advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality on matters relating to compliance with the MFMA, the annual Division of Revenue Act and any other applicable legislation and effective governance.</li></ul> | <p>efficiency and effectiveness and its overall level of compliance with the MFMA, the annual Division of Revenue Act and any other applicable legislation.</p>   |
| <ul style="list-style-type: none"><li>→ To review the annual financial statements to provide council with an authoritative and credible view of the financial position of the municipality, its</li></ul>   | <ul style="list-style-type: none"><li>→ Respond to the council on any issues raised by the Auditor-General in the audit report.</li><li>→ To carry out such investigations into the financial affairs of the municipality as the council of the municipality may request.</li></ul> |

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### b) Members of the Audit Committee

During the period 01 July 2015 – 14 January 2016 the Audit Committee consisted of four (4) members listed here under and held six (6) meetings during the above-mentioned period. One member (Mr Burton Van Staaden) resigned as AC and PAC member with effect from 14 January 2016.

Name of representative	Capacity	Meeting dates
KE Montgomery	Chairperson	27 August 2015
B Van Staaden	Member	16 September 2015
HPA Beekman	Member	25 November 2015
		30 November 2015
HV Liebenberg	Member	14 January 2016
		29 April 2016

**Table 44.: Members of the Audit Committee (01 July 2015 – 14 January 2016)**

During the period 15 January 2016 – 20 June 2016 the Audit Committee consisted of three (3) members and held one (1) meeting during the above-mentioned period (29 April 2016), where after two (2) extra members (Mr. Burton Van Staaden and Mr. RI Kingwill) were appointed with effect from 21 June 2016.

A single committee which is the combination of the previous Audit and Performance Audit Committee was approved by Council during May 2016 and called the "Joint Audit and Performance Audit Committee (JAPAC)". The newly constituted JAPAC consisted of five (5) members listed here under and held one (1) meeting on the 29 June 2016.

Name of representative	Capacity	Meeting dates
B Van Staaden	Chairperson	29 June 2016
KE Montgomery	Member	
HPA Beekman	Member	
HV Liebenberg	Member	
RI Kingwill	Member	

**Table 45.: Members of the Audit Committee (15 January 2016 – 30 June 2016)**

### 2.10 Performance audit committee

The Regulations require that the performance audit committee comprised of a minimum of three members, the majority of whom are external (neither a councillor nor an employee) of the municipality. Regulation 14(2)(b) further stipulates that the performance audit committee must include at least one person who has expertise in performance management. It is also a requirement in terms of regulation 14(2)(d) that the Council of a municipality designate a member of the

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performance audit committee who is not a councillor or an employee of the municipality as the chairperson of the committee.

### a) Functions of the Performance Audit Committee

In terms of Section 14(4) (a) of the Regulations the performance audit committee has the responsibility to -

- i) review the quarterly reports produced and submitted by the internal audit process;
- ii) review the municipality's performance management system and make recommendations in this regard to the council of the municipality; and
- iii) at least twice during each financial year submit a performance audit report to the council of the municipality.

### b) Members of the Performance Audit Committee

During the period 01 July 2015 – 14 January 2016 the Performance Audit Committee consisted of four (4) members listed here under and held four (4) meetings during the above-mentioned period. One member (Mr Burton Van Staaden) resigned as audit committee and performance audit committee member with effect from 14 January 2016.

Name of representative	Capacity	Meeting dates
HV Liebenberg	Chairperson	16 September 2015
B Van Staaden	Member	25 November 2015
HPA Beekman	Member	14 January 2016
KE Montgomery	Member	29 April 2016

**Table 46.: Members of the Performance Audit Committee (01 July 2015 – 14 January 2016)**

During the period 15 January 2016 – 20 June 2016 the Performance Audit Committee consisted of three (3) members and held one (1) meeting during the above-mentioned period (29 April 2016), where after two (2) extra members (Mr. Burton Van Staaden and Mr. RI Kingwill) were appointed from 21 June 2016.

Name of representative	Capacity	Meeting dates
B Van Staaden	Chairperson	29 June 2015
HPA Beekman	Member	
KE Montgomery	Member	

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Name of representative	Capacity	Meeting dates
HV Liebenberg	Member	
RI Kingwill	Member	

**Table 47.: Members of the Performance Audit Committee (15 January 2016 – 30 June 2016)**

### 2.11 Internal Auditing

Section 165 (2) (a), (b)(iv) of the MFMA requires that:

The internal audit unit of a municipality must –

- (a) prepare a risk based audit plan and an internal audit program for each financial year; and
- (b) advise the accounting officer and report to the audit committee on the implementation on the internal audit plan and matters relating to:
  - (i) internal audit;
  - (ii) internal controls;
  - (iii) accounting procedures and practices;
  - (iv) risk and risk management;
  - (iv) performance management;
  - (v) loss control; and
  - (vi) compliance with this Act, the annual Division of Revenue Act and any other applicable legislation
- (c) perform other duties as may be assigned to it by the accounting officer.

The Municipality has an In-house Internal Audit function consisting of:

- ➔ Chief Audit Executive
- ➔ Two Internal Auditors (1 position became vacant on 01 February 2016).

#### Annual Audit Plan:

**85%** of the Risk Based Audit Plan for 2015/16 was executed with the available resources. The table below provides detail on audits completed:

Description	No of Hours	Date completed
<b>Phase 1</b>		
Revisiting current risk profile and priorities	100	Ongoing on a quarterly basis
<b>Phase 2</b>		

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Description			No of Hours	Date completed
Compiling Risk Based Audit Plan 2015/2016			100	25 November 2015
Phase 3				
Audit Engagement	Departmental System	Detail	No of Hours	Date completed
Directorate: Finance	Deputy Director: Finance	Key Control Assessment 4 <sup>th</sup> Quarter (01 April 2015 – 30 June 2015)	160	July 2015
	Deputy Director: Finance	Key Control Assessment 1 <sup>st</sup> Quarter (01 July 2015 – 30 September 2015)	160	October 2015
	Deputy Director: Finance	Key Control Assessment 2 <sup>nd</sup> Quarter (01 October 2015 – 31 December 2015)	160	January 2016
	Deputy Director: Finance	Key Control Assessment 3 <sup>rd</sup> Quarter (01 January 2016 – 31 March 2016)	160	April 2015
	Financial Services	Division of Revenue Act 2 of 2014	250	February 2016
Directorate: Community Services	Corporate Projects	Fleet Management	200	June 2016
	Roads & Storm water	Storm water: Master planning and regular maintenance	200	April 2016
Directorate: Management Services	Management Services	Pre-determined objectives (4 <sup>th</sup> Quarter: 2014/2015)	180	September 2015
	Management Services	Pre-determined objectives (1 <sup>st</sup> Quarter: 2015/2016):	180	November 2015
	Management Services	Pre-determined objectives (2 <sup>nd</sup> Quarter: 2015/2016)	180	February 2016
	Management Services	Pre-determined objectives (3 <sup>rd</sup> Quarter: 2015/2016)	180	May 2016
	Management Services	Social & economic "upliftment" processes and activities	180	April 2016
Directorate: Local Economic Development	Local Economic Development	Parking Management System	180	June 2016
Directorate: Protection Services	Fire & Disaster	Fire prevention, fighting & rescue services	250	June 2016
Municipal Manager/ Council	Performance Audit Committee	1 <sup>st</sup> Audit Report of the Performance Audit Committee (PAC) to the Overstrand Municipal Council period 2015/16	60	February 2016
	Performance Audit Committee	2 <sup>nd</sup> Audit Report of the Performance Audit Committee (PAC) to the Overstrand Municipal Council period	60	J`une 2016

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Description			No of Hours	Date completed
		2015/16		
Ad-hoc Audit	Management request	Additional Municipal Court (Emphasis on duties of Court Cashier)	160	June 2016
Continuous Auditing/Consulting			360	Ongoing – monthly basis
Internal Audit Assistance			250	Ongoing – daily basis
Training CPD			240	Ongoing
<b>Total Hours</b>			<b>3950</b>	

**Table 48.: Internal Audit Coverage Plan**

Below are the functions of the Internal Audit Unit that was performed during the financial year under review:

Function	Date/Number
Monthly update of the Eunomia System – Compliance Assist System	Monthly
Risk based audit plan approved for 2015/16 financial year	25 November 2015
Internal audit programme drafted and approved	25 November 2015
Number of audits conducted and reported on	17
<b>Audit reports included the following key focus areas:</b>	
Key Control Assessments	4
Internal Controls	6
Predetermined Audit Objectives & Compliance Audits	7

**Table 49.: Internal Audit Functions**

### 2.12 By-Laws and Policies

Section 11 of the MSA gives a Council the executive and legislative authority to pass and implement by-laws and policies.

Below is a list of all the by-laws developed and reviewed during the financial year:

By-laws developed/revised	Date adopted	Public Participation Conducted Prior to adoption of By-Laws Yes/No	Date of Publication
The Impoundment of Animals By – law	30/06/2015	Yes	02/10/2015
The rules of Order By – law	30/09/2015	Yes	16/10/2015

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By-laws developed/revised	Date adopted	Public Participation Conducted Prior to adoption of By-Laws Yes/No	Date of Publication
The LUPA By – law	(estimated) 30/09/2015	Yes	04/12/2015
The Special Rating Area By – law	20/09/2016	Pending	To be determined
Problem Building By – law	20/09/2016	Pending	To be determined
Electricity Supply By – law	20/09/2016	Pending	To be determined

**Table 50.: By-laws**

Below is a list of the policies – existing, developed and reviewed during the financial year:

Policies developed/ revised	Date adopted	Public Participation Conducted Prior to adoption of policy Yes/No
Housing Selection Policy	26 August 2015	Yes
Management of Allegations of Misconduct Against Senior Managers or the Municipal Manager	28 October 2015	No
Administration of Immovable Property	25 November 2015	Yes
Grant-in-Aid Policy	25 November 2015	Yes
Promotion to Access to Information Act, 2000	December 2015	Yes
Risk Management Policy	30 March 2016	No
Risk Management Strategy	30 March 2016	No
Anti- Corruption and Fraud Prevention Plan	30 March 2016	Yes
Dress Code Guidelines	28 April 2016	No
Membership of Medical Schemes and Registration of Dependants on Accredited Medical Schemes	28 April 2016	No
Delegation of Powers and Duties	5 May 2016	No
Asset Management Policy	25 May 2016	Yes
Budget Policy	25 May 2016	Yes
Borrowing Policy	25 May 2016	Yes
Customer Care, Credit Control and Debt Collection Policy	25 May 2016	Yes
Contact Management Policy	25 May 2016	Yes
Development Contribution Policy	25 May 2016	Yes

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Policies developed/ revised	Date adopted	Public Participation Conducted Prior to adoption of policy Yes/No
Funding, Reserves and Provisions Policy	25 May 2016	Yes
Joint Audit and Performance Audit Committee Charter	25 May 2016	No
Long Term Financial Planning and Implementation Policy	25 May 2016	Yes
Property Rates Policy	25 May 2016	Yes
Payday Policy	25 May 2016	Yes
Petty Cash Policy	25 May 2016	Yes
Supply Chain Management Policy	25 May 2016	Yes
Special Rating Area Policy	25 May 2016	Yes
Tariff Policy	25 May 2016	Yes
Travel & Subsistence Policy	25 May 2016	No

**Table 51.: Policies**

### 2.13 Communication

Local government has a legal obligation and a political responsibility to ensure regular and effective communication with the community. The Constitution of the Republic of South Africa Act 1996 and other statutory enactments all impose an obligation on local government communicators and require high levels of transparency, accountability, openness, participatory democracy and direct communication with the communities to improve the lives of all.

The communities, on the other hand, have a right and a responsibility to participate in local government affairs and decision-making and ample provision is made in the abovementioned legislation for them to exercise their right in this respect. Our democratic government is committed to the principle of ***Batho Pele*** and this, in simple terms, means that those we elect to represent us (councillors at the municipal level) and those who are employed to serve us (the municipal officials at municipal level) must always put people first in what they do.

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South Africa has adopted a system of developmental local government, which addresses the inequalities, and backlogs of the past while ensuring that everyone has access to basic services, to opportunities and an improved quality of life.

To be successful, communications must focus on the issues that are shown to impact on the residents' perceptions, quality of service, value for money and efficiencies. They should ideally look to close the communication-consultation loop, i.e. tell people how they can have a say and demonstrate how those who have given their views have had a real impact.

Communication activities	Yes/No
Communication unit	Yes
Communication strategy	Yes
Communication Policy	Yes (in draft format)
Customer satisfaction surveys	Due to financial constraints, no survey has been conducted in 2013/14 -2015/16 Next survey in 2016/17
Functional complaint management systems	Yes
Newsletters distributed at least quarterly	Yes, monthly

**Table 52.: Communication Activities**

### 2.14 Website

A municipal website [www.overstrand.gov.za](http://www.overstrand.gov.za) is a key communication mechanism in terms of service offering, information sharing and public participation and should be an integral part of a municipality's communication infrastructure and strategy. It serves as a tool for community participation, improves stakeholder involvement and facilitates stakeholder monitoring and evaluation of municipal performance. Section 75 of the MFMA requires that the municipalities place key documents and information on their website, including the IDP, the annual budget, adjustments budgets and budget related documents and policies.

Below is a website checklist to indicate the compliance to Section 75 of the MFMA:

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Documents published on the Municipal website	Date Published
Annual budget and all budget-related documents	2 June 2015 ( Final)
Adjustment budget for 2015/2016	1 <sup>st</sup> Adjustment Budget – 21 Aug 2015 2 <sup>nd</sup> Adjustment Budget – 22 Jan 2016 3 <sup>rd</sup> Adjustments Budget – 29 Feb 2016 4 <sup>th</sup> Adjustment Budget – 3 May 2016
Monthly Budget Statement	Monthly
Budget implementation policy: Tariff policy	Council Meeting 25/5/2016
Budget implementation policy: Credit control policy	Council Meeting 25/5/2016
Budget implementation policy: Valuation By-Law	Council Meeting 25/5/2016
Budget implementation policy: Rates policy	Council Meeting 25/5/2016
Budget implementation policy: SCM policy	Council Meeting 25/5/2016
Annual report for 2013/2014	Audited Final Annual Report - 30 March 2015 Final Draft Annual Report 2014/15 – 22 Jan 2016
Performance agreements required in terms of section 57 (1) (b) of the Municipal Systems Act for 2015/16	18 June 2015
All quarterly reports tabled in the council in terms of section 52 (d) of the MFMA during 2015/2016	Quarterly Budget statements published on 4 May 2016 (March Report) 26 January 2016 (December Report) 3 November 2015 (September Report)  SDBIP Quarterly Reports published on 28 October 2015 (1 <sup>st</sup> ) 22 January 2016 (2 <sup>nd</sup> ) 29 April 2016 (3 <sup>rd</sup> ) 3 August 2015 (4 <sup>th</sup> )

**Table 53.: Website Checklist**

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### 2.14.1 Public satisfaction on municipal services

Overstrand Municipality conducted a customer satisfaction survey in the 2012/13 financial year to measure the satisfaction of residents with core municipal services as well as with overall service delivery. Most household respondents reported that they were satisfied with the services rendered. The survey was done amongst households and business. The next survey is planned for the 2016/17 financial year.

Satisfaction Surveys undertaken during: Year 2013				
Subject matter of survey	Survey method	Survey date	No. of people included in survey	Survey results indicating satisfaction or better (%)*
Overall satisfaction with:				
a) Municipality				Not asked
b) Municipal service delivery	Structured questionnaire	Apr/May 2013	1134	78%
c) Mayor				Not asked
Satisfaction with:				
a) Refuse removal	Structured questionnaire	Apr/May 2013	1134	77%
b) Road maintenance	Structured questionnaire	Apr/May 2013	1134	70%
c) Electricity supply	Structured questionnaire	Apr/May 2013	1134	75%
d) Water supply	Structured questionnaire	Apr/May 2013	1134	84%
e) Information supplied by the municipality to the public	Structured questionnaire	Apr/May 2013	1134	64%
f) Opportunities for consultation on municipal affairs	Structured questionnaire	Apr/May 2013	1134	58%
*the percentage indicates the proportion of those surveyed that believed that relevant performance was at least satisfactory				

**Table 54.: Satisfaction Surveys 2012/2013**

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Satisfaction Surveys undertaken during: Year 2013				
Subject matter of survey	Survey method	Survey date	No. of people included in survey	Survey results indicating satisfaction or better (%)*
Overall satisfaction with:				
d) Municipality				Not asked
e) Municipal service delivery	Structured questionnaire	Feb/Mar 2012	3005	91%
f) Mayor				Not asked
Satisfaction with:				
g) Refuse removal	Structured questionnaire	Feb/Mar 2012	3005	89%
h) Road maintenance	Structured questionnaire	Feb/Mar 2012	3005	63%
i) Electricity supply	Structured questionnaire	Feb/Mar 2012	3005	75%
j) Water supply	Structured questionnaire	Feb/Mar 2012	3005	84%
k) Information supplied by the municipality to the public	Structured questionnaire	Feb/Mar 2012	3005	66%
l) Opportunities for consultation on municipal affairs	Structured questionnaire	Feb/Mar 2012	3005	66%
*the percentage indicates the proportion of those surveyed that believed that relevant performance was at least satisfactory				

**Table 55.: Satisfaction Surveys 2011/2012**

Municipal comments on the satisfaction levels:

Satisfaction levels with the major municipal services – water and electricity – stayed the same from 2011/12 to 2012/13

- Satisfaction levels with the maintenance of roads improved markedly, from 63 per cent in 2012 to 70 per cent in 2013. During the past year a number of road construction projects took place, which can be the main cause of this positive perception.
- Satisfaction levels with refuse removal dropped with 12 percent, which can be attributed to the municipality's decision to reduce the number of removals in the Greater Hermanus area from twice a week to once a week.

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- The 8 percent drop in perceptions regarding opportunities for consultation (which was asked as how accessible municipal officials and other resources are) can be attributed to a great number of major issues which were highlighted in the local media lately, varying from the R43 construction to the Geyser Control Project to the resistance against the budget proposals in certain communities.
- The previous factors mentioned also had an effect on the public's perception of the information supplied to the public, which dropped with two percentage points.

### 2.15 Supply Chain Management

The Supply Chain Management Policy of the Overstrand Municipality is deemed to be fair, equitable, transparent, competitive and cost-effective as required by Section 217 of the Constitution.

The Supply Chain Management Policy complies duly with the requirements of Section 112 of the MFMA as well as the Supply Chain Management Regulations. The Policy was drafted based on the SCM Model Policy issued by the National Treasury and amended to suit the local circumstances within the ambit of the regulatory framework and sometimes even stricter than the legal requirements.

#### 2.15.1 Competitive Bids in Excess of R200 000

##### a) Bid Committee Meetings

The following table details the number of bid committee meetings held for the 2015/16 financial year:

Bid Specification Committee	Bid Evaluation Committee	Bid Adjudication Committee
73	62	42

**Table 56.: Bid Committee Meetings**

The attendance figures of members of the bid specification committee are as follows:

Member	Percentage attendance
In terms of Paragraph 27 of Council's Supply Chain Management Policy, the Bid Specification Committee must consist of a Supply Chain Management Official, the budget holder from the Directorate for whom the bid is called and a legal advisor. No Bid Specification Committee meeting will continue without the attendance of either of these members.	100%

**Table 57.: Attendance of members of bid specification committee**

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The attendance figures of members of the bid evaluation committee are as follows:

Member	Percentage attendance
In terms of Paragraph 28 of Council's Supply Chain Management Policy, the two standing members of the Bid Evaluation Committee are a Supply Chain Management practitioner as the chairperson and the budget holder from the Directorate for whom the bid is called for. No Bid Evaluation Committee meeting will continue without the attendance of either of these members.	100%

**Table 58.: Attendance of members of bid evaluation committee**

The attendance figures of members of the bid adjudication committee are as follows:

Member	Percentage attendance
Director: Finance- Chairperson	100%
Director: Community Services	95%
Director: Management Services	95%
Director: Protection Services	95%
Director: Infrastructure & Planning Services	97%
Director: Local Economic Development & Tourism	68%
Deputy Director Finance & SCM	100%

**Table 59.: Attendance of members of bid adjudication committee**

The percentages as indicated above include the attendance of those officials acting in the position of a bid committee member.

### **b) Awards Made by the Bid Adjudication Committee**

The ten highest bids awarded by the bid adjudication committee are as follows:

Bid number	Date of award	Title of bid	Successful Bidder	Value of bid awarded
<b>SC1597/2015</b>	2015/09/18	Supply and Delivery of Construction Plumbing Material for a contract period ending 30 June 2017	Bekezela Concrete CC	R 9 303 715.56
			DPI Plastics (Pty) Ltd	
			Ikapa Reticulation and Flow CC	
			JG Vermeulen t/a D & J Vervoer Gansbaai	
			JOAT Sales & Services (Pty) Ltd	
			FG Jacobs Transport CC	

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Bid number	Date of award	Title of bid	Successful Bidder	Value of bid awarded
			Tee Gee Building Supplies CC	
			Afrimat Aggregate Operations (Pty) Ltd	
			Startune (Pty) Ltd	
			Salandra Ondernemings CC	
			Maverick Trading 59 CC	
			Afrifell CC	
<b>SC1696/2016</b>	2016/06/15	Cleaning of Storm Water and Sewage Pipelines as and when requested for a contract period ending 30 June 2019	Jetvac South Africa (Pty) Ltd	R 8 206 677.60
<b>SC1656/2015</b>	2015/12/15	Lease of a portion of ERF 830, Hermanus, Known as "Bientang's Cave", for the operation of a restaurant	Bientang's Cave CC	R 7 937 054.94
<b>SC1576/2015</b>	2015/09/11	Supply of Security and gaurding services for the Overstrand Municipal properties from 1 July 2015 - 30 June 2018	Quintessential Security CC	R 7 828 628.43
<b>SC1622/2015</b>	2015/11/12	Upgrading of Medium & Low Voltage network in Blompark, Gansbaai, Franskraal & Stanford	Adenco Construction (Pty) Ltd	R 7 823 082.99
<b>SC1674/2016</b>	2016/05/24	Construction of a 1ML Reservoir for the Mount Pleasant Low Cost Housing Development	Peter Starke Civils CC	R 6 830 575.62
<b>SC1596/2015</b>	2015/08/28	Supply and Deliver protective clothing and safetywear for a contract period ending 30 June 2016	Startune (Pty) Ltd	
			TR Supply CC t/a TRF Sport	
			Integral Safety Products (Pty) Ltd	
			Roseli Blankenaar t/a RC Suppliers	
<b>SC1624/2015</b>	2015/10/09	Upgrading of residential roads in Mount Pleasant	ATN Group (Pty) Ltd	R 6 433 205.47
<b>SC1651/2015</b>	2016/01/22	Stanford Sewer Reticulation Upgrade, Phase 7	Burmar Civils (Pty) Ltd	R 5 873 736.00

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Bid number	Date of award	Title of bid	Successful Bidder	Value of bid awarded
<b>SC1587/2015</b>	2015/07/31	Supply and Delivery of Tissue Paper Products and Cleaning Material	Startune (Pty) Ltd.	R 5 230 858.08
			Shosho Industrial Supplies CC	
			Capri Chem (Pty) Ltd.	
			AWV Project Management (Pty) Ltd.	
			Kleinmond Verspreiders CC	
			Safety Chemicals CC	

**Table 60.:** *Ten highest bids awarded by bid adjudication committee*

### *c) Awards Made by the Accounting Officer*

Bids awarded by the Accounting Officer are as follows:

Bid number	Title of bid	Directorate and section	Value of bid awarded
<b>SC1508/2014</b>	RFQ: WTW & WWTW Operation & Maintenance Support Contract - Phase 2	Infrastructure & Planning	R 946 264 795.08
<b>SC1579/2015</b>	Traffic speed measuring, fixed cameras for speed, number plate recognition system & back office for fine collection	Protection Services	R 13 584 240.00
<b>SC1650/2015</b>	Provision of small works and maintenance as and when needed, for a contract period ending 30 June 2018	Community Services	R 12 078 347.42

**Table 61.:** *Awards made by Accounting Officer*

### *d) Appeals Lodged by Aggrieved Bidders*

Tender No	Description	Awarded to	Complainant	Date received	Outcome	Outcome Date
SC 1593/2015	Sale of erf 11456 Hermanus	L Minnaar	TL Havenga	2015/11/12	Pending	Pending

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Tender No	Description	Awarded to	Complainant	Date received	Outcome	Outcome Date
SC 1579/2015	Traffic Speed Measuring, cameras and back office for fine collection in the Overstrand	TMT Services (Pty) Ltd	Syntell (Pty) Ltd	2015/11/30	Resolved - Award upheld	2016/03/23
SC 1565/2015	Appointment of Architects, Architectural Technologists, structural engineers and Quantity Surveyors	Engelbrecht & Scorgie	John. C. Pheiffer Architecture	2015/12/15	Resolved - Award upheld	2016/01/13

**Table 62.: Appeals lodged by aggrieved bidders**

### 2.15.3 Deviation from Normal Procurement Processes

The following table provides a summary of deviations approved on an annual and monthly basis respectively:

Type of deviation	Number of deviations	%	Value of deviations	Percentage of total deviations value
Clause 36(1)(a)(i)-Emergency	8	1.20%	R 392,387.87	1.55%
Clause 36(1)(a)(ii)-Sole Supplier	14	2.11%	R481,495.19	1.90%
Clause 36(1)(a)(iii)-Unique arts	2	0.30%	R80,000.00	0.32%
Clause 36(1)(a)(v)-Impractical / impossible	641	96.39%	R 24,327,112.83	96.23%
<b>Total</b>	<b>665</b>	<b>100.00</b>	<b>R25,280,995.89</b>	<b>100%</b>

**Table 63.: Summary of deviations**

Clause 36(1)(a)(v)- Deviations- Impractical and or Impossible

Type of deviation	Number of deviations	%	Value of deviations
Strip-and-quote	17	1.72%	R 329,863.25
Impractical / impossible	42	98.28%	R18,890,231.83
Inadequate procurement	0	0	0

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Type of deviation	Number of deviations	%	Value of deviations
planning			
<b>Total</b>	<b>59</b>	<b>100</b>	<b>R19,220,095.08</b>

*Table 64.: Clause 36(1)(a)(v)- Deviations- Impractical and or Impossible*

### 2.15.4 Logistics Management

The system of logistics management must ensure the following:

- the monitoring of spending patterns on types or classes of goods and services incorporating, where practical, the coding of items to ensure that each item has a unique number;
- the setting of inventory levels that includes minimum and maximum levels and lead times wherever goods are placed in stock;
- the placing of manual or electronic orders for all acquisitions other than those from petty cash;
- appropriate standards of internal control and warehouse management to ensure that goods placed in stores are secure and only used for the purpose for which they were purchased;
- Monitoring and review of the supply vendor performance to ensure compliance with specifications and contract conditions for particular goods or services.

Each stock item at the municipal stores, are coded and are listed on the financial system. Monthly monitoring of patterns of issues and receipts are performed by the Storekeeper.

Inventory levels are set at the start of each financial year. These levels are set for normal operations. In the event that special projects are being launched by departments, such information should be communicated timely to the Stores section in order for them to gear them to order stock in excess of the normal levels.

Internal controls are in place to ensure that goods and service that are received are certified by the responsible person which is in line with the general conditions of contract. Regular checking of the condition of stock is performed. Annual stock counts are performed at which surpluses, deficits, damaged and redundant stock items are identified and reported to Council.

As at 30 June 2016, the value of stock at the municipal stores amounted to **R 6,668,925 (R 6,221,856 in 2014/15)**. For the **2015/2016** financial year a total of **R174.99 was** accounted for as surpluses (**R 9,216.35 in 2014/15**), as deficits **-R122.16 (R R8, 229.57 in 2014/15)** and no damaged stock items were reported.

### CHAPTER 3

This chapter provides an overview of the key service achievements of the municipality that came to fruition during 2015/16 in terms of the deliverables achieved compared to the key performance objectives and indicators in the IDP. It furthermore, includes an overview on achievement in 2015/16 compared to actual performance in 2014/15.



#### 3.1 OVERVIEW OF PERFORMANCE WITHIN THE ORGANISATION

Performance management is a process which measures the implementation of the organisation's strategy. It is also a management tool to plan, monitor, measure and review performance indicators to ensure efficiency, effectiveness and the impact of service delivery by the municipality.

At local government level performance management is institutionalized through the legislative requirements on the performance management process for Local Government. Performance management provides the mechanism to measure whether targets to meet its strategic goals, set by the organisation and its employees, are met.

The constitution of S.A (1996), section 152, dealing with the objectives of local government paves the way for performance management with the requirements for an "accountable government". The democratic values and principles in terms of section 195 (1) are also linked with the concept of performance management, with reference to the principles of inter alia:

- the promotion of efficient, economic and effective use of resources,
- accountable public administration
- to be transparent by providing information,
- to be responsive to the needs of the community,
- and to facilitate a culture of public service and accountability amongst staff.

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The Municipal Systems Act (MSA), 2000 requires municipalities to establish a performance management system. Further, the MSA and the Municipal Finance Management Act (MFMA) requires the Integrated Development Plan (IDP) to inform the municipal budget and to be monitored for the performance of the budget against the IDP via the Service Delivery and the Budget Implementation Plan (SDBIP).

In addition, Regulation 7 (1) of the Local Government: Municipal Planning and Performance Management Regulations, 2001 states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed, including determining the roles of the different role players." Performance management is not only relevant to the organisation as a whole, but also to the individuals employed in the organization as well as the external service providers and the Municipal Entities. This framework, *inter alia*, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance.

### 3.1.1 Legislative requirements

In terms of section 46(1)(a) a municipality must prepare for each financial year a performance report reflecting the municipality's and any service provider's performance during the financial year, including comparison with targets of and with performance in the previous financial year. The report must, furthermore, indicate the development and service delivery priorities and the performance targets set by the municipality for the following financial year and measures that were or are to be taken to improve performance.

### 3.1.2 Organisation performance

Strategic performance indicates how well the municipality is meeting its objectives and which policies and processes are working. All government institutions must report on strategic performance to ensure that service delivery is efficient, effective and economical. Municipalities must develop strategic plans and allocate resources for the implementation. The implementation must be monitored on an ongoing basis and the results must be reported on during the financial year to various role-players to enable them to timeously implement corrective measures where required.

This report highlight the strategic performance in terms of the municipality's Top Layer Service Delivery Budget Implementation Plan (SDBIP), high level performance in terms of the National Key Performance Areas, performance on the National Key Performance Indicators prescribed in terms of

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

section 43 of the Municipal Systems Act, 2000 and an overall summary of performance on a functional level and municipal services.

### 3.1.3 The performance system followed for 2015/16

#### a) Adoption of a Performance Management Framework

The municipality adopted a performance management framework that was approved by Council on 25 June 2014.

#### b) The IDP and the budget

The 3<sup>rd</sup> review of the 5 year IDP for 2015/16 and the budget for 2015/16 were approved by Council on 28 May 2015. The IDP process and the performance management process are integrated. The IDP fulfills the planning stage of performance management. Performance management in turn, fulfills the implementation management, monitoring and evaluation of the IDP.

The strategy map below illustrates the strategic link of the focus areas of the municipality with the National Key Performance Areas. The National Key Performance Areas is aligned with the strategic objectives that were identified in the 2015/16 IDP review.

During the 2015/16 IDP review the Vision, Mission and Strategic goals of the Municipality remained unchanged.

<b>Vision-</b> "To be a centre of excellence for the community"	
<b>Mission-</b> "Creation of sustainable communities by delivering optimal services to support economic, social and environmental goals in a politically stable environment"	
<b>National Key Performance areas (KPA's)</b>	<b>Municipal Focus Areas (MFA's)</b>
1. Municipal Transformation and Institutional Development	i. Safe and Healthy environment
2. Municipal Financial Viability and Management	ii. Optimisation of financial resources
3. Good Governance and Public Participation	iii. Good Governance
	iv. Basic Service Delivery
	v. Social upliftment and economic

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4. Basic Service Delivery

5. Local Economic Development

development

### **Municipal Strategic Objectives**

- 1) The provision of democratic, accountable and ethical governance;
- 2) The provision and maintenance of municipal services;
- 3) The encouragement of structured community participation in the matters of the municipality;
- 4) The creation and maintenance of a safe and healthy environment;
- 5) The promotion of tourism, economic and social development.

### **c) The Service Delivery Budget Implementation Plan**

The organisational performance is evaluated by means of a municipal scorecard (Top Layer SDBIP) at organisational level and through the service delivery budget implementation plan (SDBIP) at directorate and departmental levels.

The SDBIP is a plan that converts the IDP and budget into measurable criteria on how, where and when the strategies, objectives and normal business process of the municipality is implemented. It also allocates responsibility to directorates to deliver the services in terms of the IDP and budget.

The MFMA Circular No.13 prescribes that:

- The IDP and budget must be aligned
- The budget must address the strategic priorities
- The SDBIP should indicate what the municipality is going to do during next 12 months
- The SDBIP should form the basis for measuring the performance against goals set during the budget /IDP processes.

The SDBIP were prepared as described in the paragraphs below and the Top Layer SDBIP approved by the Executive Mayor on 11 June 2015.

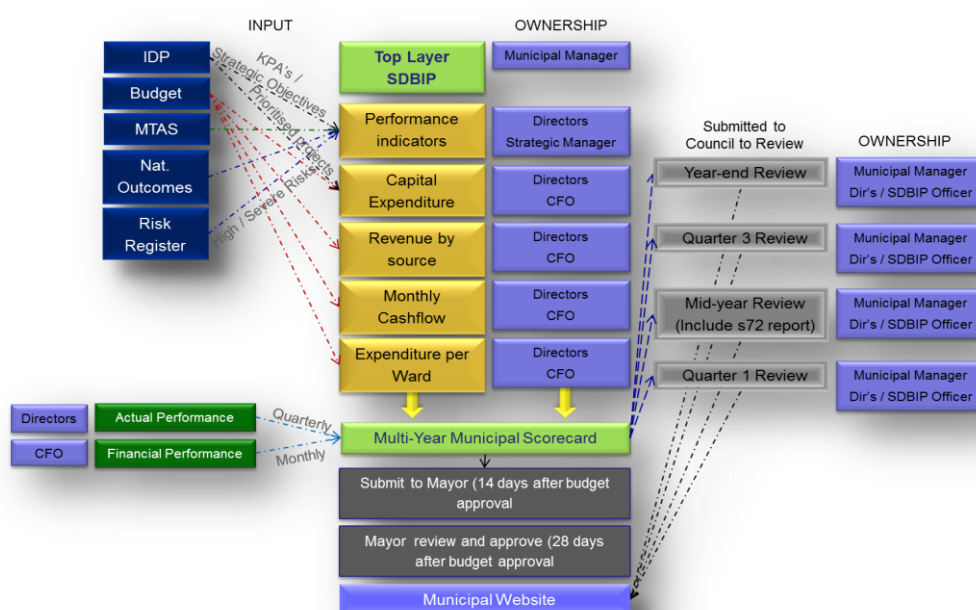
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### d) The municipal scorecard (Top Layer SDBIP)

The municipal scorecard (Top Layer SDBIP) consolidate service delivery targets set by Council / senior management and provide an overall picture of performance for the municipality as a whole, reflecting performance on its strategic priorities. Components of the Top Layer SDBIP include:

- **One-year** detailed plan, but should include a **three-year capital plan**
- The 5 necessary components includes:
  - Monthly projections of revenue to be collected for each source
  - Expected revenue to be collected NOT billed
  - Monthly projections of expenditure (operating and capital) and revenue for each vote
  - Section 71 format (Monthly budget statements)
  - Quarterly projections of service delivery targets and performance indicators for each vote
  - Non-financial measurable performance objectives in the form of targets and indicators
  - Output NOT input / internal management objectives
  - Level and standard of service being provided to the community
  - Ward information for expenditure and service delivery
  - Detailed capital project plan broken down by ward over three years

The following diagram illustrates the establishment, components and review of the municipal scorecard (Top Layer SDBIP):



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Top Layer KPI's were prepared based on the following:

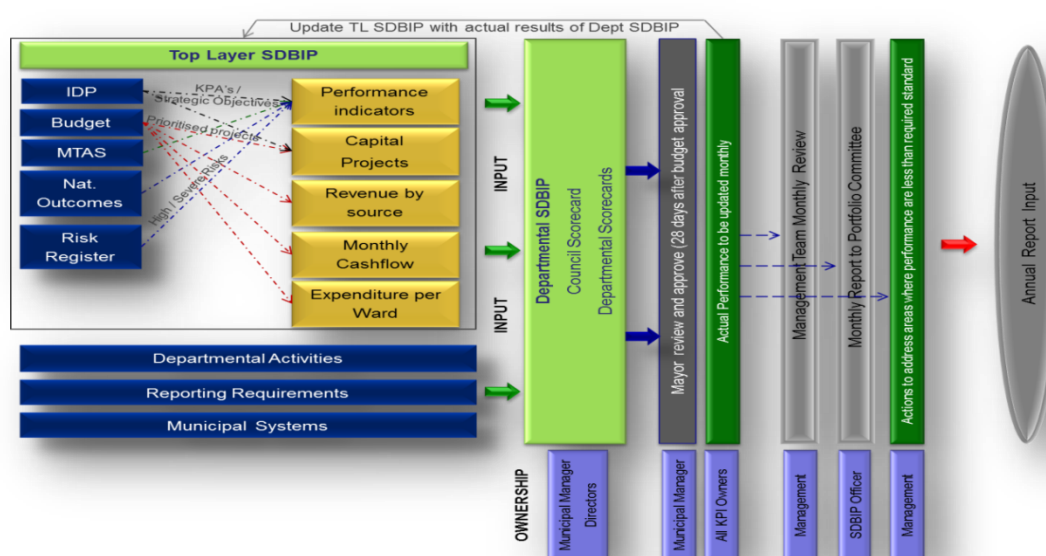
- Key performance indicators (KPI's) for the programmes / activities identified to address the strategic objectives as documented in the IDP.
- KPI's identified during the IDP and KPI's that need to be reported to key municipal stakeholders.
- KPI's to address the required National Agenda Outcomes, priorities and minimum reporting requirements.
- The municipal turnaround strategy (MTAS)

It is important to note that the municipal manager needs to implement the necessary systems and processes to provide the POE's for reporting and auditing purposes.

### e) Directorate/Departmental scorecards

The directorate and departmental scorecards (detail SDBIP) capture the performance of each defined directorate or department. Unlike the municipal scorecard, which reflects on the strategic performance of the municipality, the departmental SDBIP provide detail of each outcome for which top management are responsible for, in other words a comprehensive picture of the performance of that directorate/sub-directorate. It was compiled by **senior managers** for their **directorate** and consists of objectives, indicators and targets derived from the approved Top Layer SDBIP, the approved budget and measurable service delivery indicators related to each functional area.

The following diagram illustrates the establishment, components and review of the departmental SDBIP:



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KPI's were developed for Council, the Office of the Municipal Manager and for each Directorate. The KPI's:

- Address the TL KPI's by means of KPI's for the relevant section responsible for the KPI.
- Include the capital projects KPI's for projects. The targets are aligned with the projected monthly budget and project plans.
- Address the key departmental activities.
- Each KPI have clear monthly targets and are assigned to the person responsible for the KPI's.

### f) Actual performance

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The municipality utilizes an electronic web based system on which KPI owners update actual performance on a monthly basis. KPI owners report on the results of the KPI by documenting the following information on the performance system:

- The actual result in terms of the target set.
- The output/outcome of achieving the KPI.
- The calculation of the actual performance reported. (If %)
- A performance comment.
- Actions to improve the performance against the target set, if the target was not achieved.

It is the responsibility of every KPI owner to maintain a portfolio of evidence to support actual performance results updated.

### 3.1.4 Performance Management

Performance management is prescribed by Chapter 6 of the Municipal Systems Act, Act 32 of 2000 and the Municipal Planning and Performance Management Regulations, 796 of August 2001. Section 7 (1) of the aforementioned regulation states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organized and managed, including determining the responsibilities of the different role players." This framework, *inter alia*, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance. The municipality adopted a performance management framework that was approved by Council on 25 June 2014.

#### a) Organisational Performance

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The organisational performance is monitored and evaluated via the SDBIP and the performance process can be summarised as follows:

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- The Top Layer SDBIP was approved by the Mayor on 11 June 2015 and the information was loaded on an electronic web based system.
- The web based system sent automated e-mails to the users of the system as a reminder to all staff responsible for updating their actual performance against key performance indicator targets by the 10<sup>th</sup> of every month for the previous month's performance.
- Additionally, the performance system administrator reminded all departments on a monthly basis to update their actual performance on the web based system.
- The first quarterly report was submitted to Council on the 28th of October 2015 (Agenda item 5.3) and the second quarterly report submitted on the 22<sup>nd</sup> of January 2016 (Agenda item 4.9). The third quarter report was submitted to Council on the 28<sup>th</sup> of April 2016 (Agenda item 5.3).
- The Quarterly SDBIP performance reports are also submitted to the Performance Audit Committee. The quarterly reports were submitted to the Performance Audit Committee on the 16<sup>th</sup> of September 2015, 25<sup>th</sup> of November 2015 and 29<sup>th</sup> of April 2016.
- Internal Audit performed a statutory compliance review which included revision of the information contained in the budget / SDBIP and reviewed IDP and reported thereon. In addition, a compliance review was performed on the submission of the budget / SDBIP and performance agreements of managers reporting directly to the Municipal Manager to ensure compliance to the relevant legislative requirements.

### **b) Individual Performance Management**

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#### ***Municipal Manager and Managers directly accountable to the Municipal Manager***

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The Municipal Systems Act, 2000 (Act 32 of 2000) prescribes that the municipality must enter into performance based agreements with the all s57-employees and that performance agreements must be reviewed annually. This process and the format are further regulated by Regulation 805 (August 2006). The performance agreements for the 2015/16 financial year were signed on 10 June 2015 as prescribed.

The appraisal of the actual performance in terms of the signed agreements takes place twice per annum as regulated. The final evaluation of the 2014/15 financial year (1 January 2015 to 30 June 2015) took place on 26/10/2015 and the mid-year performance of 2015/16 (1 July 2015 to 31 December 2015) took place on 01/04/2016.

The appraisals was done by an evaluation panel as indicated in the signed performance agreements and in terms of Regulation 805 and consisted of the following people:

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- Executive Mayor
- Portfolio Chairperson
- Municipal Manager
- Chairperson of the Audit Committee
- Municipal manager from other municipality

### Other municipal personnel:

Individual Performance Management has been roll-out to all staff members. Performance Management refresher training will be provided on a continued basis to ensure that the staff members are well informed of performance processes.

The performance evaluations occurred on a quarterly basis, and thereafter submission of the performance appraisals (paper-version) should be submitted to Human Resource department as per the Performance Management Calendar.

### **3.2 INTRODUCTION TO STRATEGIC AND MUNICIPAL PERFORMANCE FOR 2015/16**

#### **3.2.1 Strategic Service Delivery Budget Implementation Plan (Top Layer)**

The purpose of strategic performance reporting is to report specifically on the implementation and achievement of IDP outcomes. This section should provide an overview on the strategic achievement of a municipality in terms of the strategic intent and deliverables achieved as stated in the IDP. The Top Layer (strategic) SDBIP is the municipality's strategic plan and shows the strategic alignment between the different documents. (IDP, Budget and Performance Agreements)

In the paragraphs below the performance achieved is illustrated against the Top Layer SDBIP according to the Strategic Objectives linked to the Municipal KPA's.

The following table explains the method by which the overall assessment of actual performance against targets set for the key performance indicators (kpi's) of the SDBIP is measured:

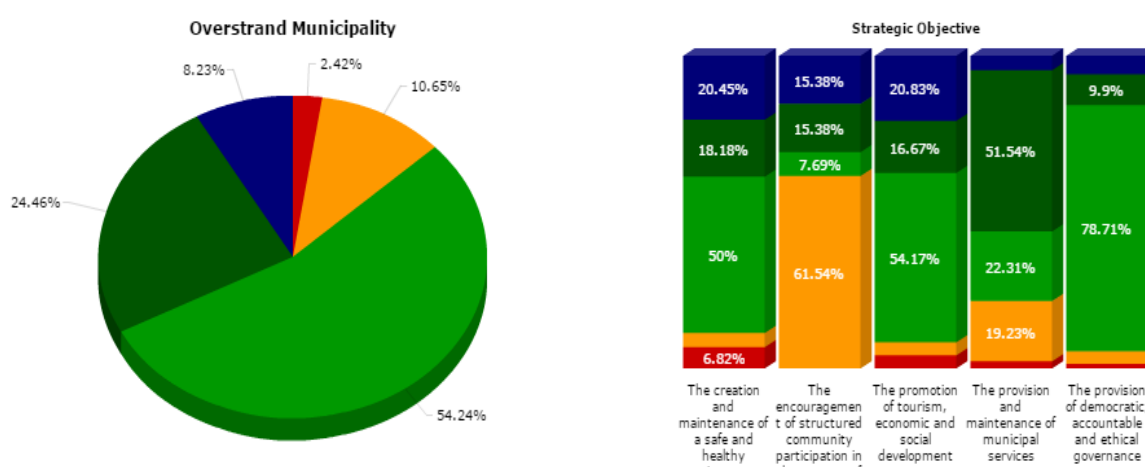
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Category	Color	Explanation
KPI's Not Yet Measured	Grey	KPIs with no targets or actuals in the selected period.
KPI's Not Met	Red	0% >= Actual/Target < 75%
KPI's Almost Met	Orange	75% >= Actual/Target < 100%
KPI's Met	Green	Actual/Target = 100%
KPI's Well Met	Dark Green	100% > Actual/Target < 150%
KPI's Extremely Well Met	Dark Blue	Actual/Target >= 150%

**Figure 2.: SDBIP Measurement Categories**

*Note: The system descriptions for the Top layer (TL) kpi's is available at the Strategic Services department for clarity on the process followed to reach the KPI's that were set for the financial year.*

**The graph below displays the overall performance per Strategic objective for 2015/16**



**Graph 4.: Overall performance per Strategic Objective**

### a) Top Layer SDBIP – Provision of democratic, accountable and ethical governance

The IDP Strategic objective "The provision of democratic, accountable and ethical governance" is linked to the Municipal Key Performance Areas namely "Good Governance" and "Optimisation of financial resources".

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					Overall Performance for 2015/16								
Ref	KPI	Unit of Measurement	Wards	Actual 2014/ 15	Target					Actual	Corrective Measures		
					Q1	Q2	Q3	Q4	Annual Target				
TL1	98% of the operational conditional grant (Libraries, CDW) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries, CDW)	All	100%	20%	50%	75%	98%	98%	100%		Target met	well met
TL7	Submit quarterly progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	All	4	1	1	1	1	4	4		Target Met	
TL8	Quarterly report to the Management, Executive Mayor, Auditor-General and Audit Committee on progress with implementation of key controls as identified in key control deficiencies	Quarterly reports submitted	All	4	1	1	1	1	4	5		Target met	well met
TL9	Risk based audit plan approved by the Audit Committee by the end of June 2016	Plan approved	All	0	0	0	0	1	1	1		Target Met	
TL17	Financial viability measured in terms of the available cash to cover fixed operating expenditure ((Available cash+ investments)/ Monthly fixed operating expenditure)	Ratio achieved	All	3.72	0	0	0	1.3	1.3	3.84		Target extremely well met	
TL18	Financial viability measured in terms of the municipality's ability to meet its service debt obligations ((Total operating revenue-operating grants received)/debt service payments due within the year) (%)	Ratio achieved	All	17.13	0%	0%	0%	17%	17%	17.77 %		Target met	well met

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					Overall Performance for 2015/16							
Ref	KPI	Unit of Measurement	Wards	Actual 2014/ 15	Target					Actual		Corrective Measures
					Q1	Q2	Q3	Q4	Annual Target			
TL19	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services)	% achieved	All	10.36	0%	0%	0%	12.20%	12.20%	10.43 %		Target extremely well met
TL20	Financial statements submitted to the Auditor-General by 31 August 2015	Financial statements submitted	All	1	1	0	0	0	1	1		Target Met
TL21	Submit a reviewed long term financial plan by end of October 2015	Submission of long term financial plan	All	1	0	1	0	0	1	1		Target Met
TL26	The percentage of a municipality's budget (training budget) actually spent on implementing its workplace skills plan (Actual expenditure divided by the budget allocated)	% of the training budget spent on implementation of the WSP	All	100%	20%	40%	60%	100%	100%	100%		Target Met
TL27	Review the Municipal Organisational Staff Structure by the end of June 2016	Structure reviewed	All	1	0	0	0	1	1	1		Target Met
TL28	Revise the Section 14 Access to Information Manual by the end of June 2016 to ensure compliant and up to date policies	Manual revised	All	1	0	0	0	1	1	1		Target Met
TL29	90% of the approved and funded organogram filled {(actual number of posts filled dived by the funded posts budgeted) x100}	% filled	All	92.31 %	90%	90%	90%	90%	90%	92.80 %		Target well met

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					Overall Performance for 2015/16								
Ref	KPI	Unit of Measurement	Wards	Actual 2014/15	Target					Actual		Corrective Measures	
					Q1	Q2	Q3	Q4	Annual Target				
TL30	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	The number of people from EE target groups employed	All	60.84	59	59	59	59	59	62		Target met	well
TL31	Provide legal assistance and input on policies, contracts, agreements, legislation, by-laws and authorities within 5 working days	Number of reponses to legal assistance provided within 5 working days	All	New Performance indicat or for 2015/16. No compar atives availabl e	30	30	30	30	120	994		Target extremely well met	
TL32	Monthly Reports on additional court matters	Number of reports on court matters	All	New Performance indicat or for 2015/16. No compar atives availabl e	6	6	6	6	24	22		Additional Court only became fully operational in September 2015 hence only 1 report could be submitted for July and August 2015	
TL51	Achieve a debt recovery rate not less than 96% (Receipts/total billed for the 12 month period x 100)	% Recovered	All	97.73 %	96%	96%	96%	96%	96%	97.90 %		Target met	well

**Table 65.: Top Layer SDBIP – Provision of democratic, accountable and ethical governance**

### b) Top Layer SDBIP – The Encouragement of Structured Community Participation in the matters of the Municipality

The IDP Strategic objective "The Encouragement of structured community participation in the matters of the municipality" is linked to the Municipal Key Performance Area namely "Good Governance".

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016							
						Target				Target	Actual		Corrective Measures
						Q1	Q2	Q3	Q4				
TL6	The encouragement of structured community participation in the matters of the municipality	Ward committee meetings held to facilitate consistent and regular communication with residents	Number of ward committee meetings per ward per annum	All	8	2	2	2	2	8	8		Target Met

**Table 66.: Top Layer SDBIP – The encouragement of structured community participation in the matters of the municipality**

### c) Top Layer SDBIP – Creation and Maintenance of a Safe and Healthy Environment

The IDP strategic objective “*The creation and maintenance of a safe and healthy environment*” is linked to the Municipal Key Performance Area namely “*Safe and Healthy Environment*”.

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/2015	Overall Performance for 2015/2016							
						Target				Annual Target	Actual		Corrective Measures
						Q1	Q2	Q3	Q4				
TL34	The creation and maintenance of a safe and healthy environment	Annually review and submit Disaster Management Plan to the District by the end of June 2016	Reviewed plan submitted	All		0	0	0	1	1	1		Target met
TL35	The creation and maintenance of a safe and healthy environment	Arrange public awareness sessions on Protection Services	Number of sessions held	All		10	6	6	10	32	58		Target extremely well met
TL36	The creation and maintenance of a safe and healthy environment	Annually review Community Safety Plan by the end of June in conjunction with the Department of	Plan reviewed	All		0	0	0	1	1	1		Target met

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/ 2015	Overall Performance for 2015/2016							
						Target				Annual Target	Actual	Corrective Measures	
						Q1	Q2	Q3	Q 4				
		Community Safety											
TL37	The creation and maintenance of a safe and healthy environment	Review the Fire Management Plan by the end of June 2016	Plan reviewed	All		0	0	0	1	1	0		The Draft Fire Management Plan has been review and is currently sent for comments to other directorates. The closing date for said comments was 11 July 2016  Due to recess and elections, no council meeting was held in June 2016. This item will be placed on the agenda for the next council meeting on 20 September 2016.  Minutes of council meeting will be uploaded after the Fire Management Plan is reviewed.
TL38	The creation and maintenance of a safe and healthy environment	Collect R6,000,000 Public Safety Income by 30 June 2016	R-value of public safety collected income	All		R 2,000,000	R 2,000,000	R 1,000,000	R 1,000,000	R 6,000,000	R 34,949,821		Target extremely well met

**Table 67.:** Top Layer SDBIP – Creation and Maintenance of a safe and healthy environment

### d) Top Layer SDBIP – The Promotion of Tourism, Economic and Social Development

The IDP strategic objective "*The promotion of tourism, economic and social development*" is linked to the Municipal Key Performance Area namely "*Social upliftment and Economic development*".

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/2015	Overall Performance for 2015/2016							
						Target				Target	Actual	R	Corrective Measures
						Q1	Q2	Q3	Q4				
TL10	The promotion of tourism, economic and social development	Report bi-annually to the Portfolio Committee on LED and Tourism initiatives	Bi-annual report on LED and Tourism initiatives	All	2	0	1	0	1	2	1		Council in recess, report will be submitted at the next Council Meeting
TL11	The promotion of tourism, economic and social development	Report to Council on Grants to festival organisers through Service Level Agreements (SLA) by end September 2015	Number of reports submitted	All	New performance indicator for 2015/2016 No comparatives available	1	0	0	0	1	1		Target met
TL12	The promotion of tourism, economic and social development	Support 30 SMME's in terms of the SMME Development Programme by 30 June 2016	Number of SMME's supported	All	73	5	10	5	10	30	59		Target extremely well met
TL13	The promotion of tourism, economic and social development	Raise funds for local economic development through financial and non-financial resources mobilisation	Number of MOU's entered into and amount generated	All	4	0	2	0	1	3	3		Target met
TL14	The promotion of tourism, economic and social development	Report quarterly to Director LED on linkages established with other spheres of government, agencies, donors, SALGA and other relevant bodies for benefit of local area/Stakeholder engagement and creation of partnerships to broaden economic benefit for local communities	Quarterly report on linkages established. Database of Stakeholders/No of initiatives	All	4	1	1	1	1	4	4		Target met

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/ 2015	Overall Performance for 2015/2016							
						Target				Target	Actual	R	Corrective Measures
						Q1	Q2	Q3	Q4				
TL15	The promotion of tourism, economic and social development	The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 396 work opportunities)	Number of temporary jobs created	All	512	120	100	90	86	396	564		Target well met
TL16	The promotion of tourism, economic and social development	Monthly monitor the statistics on the usage of the LED Walk-in Centre (outreach & referral purposes) through the attendance registers	Monthly registers on LED outreach statistics (walk in centre)	All	New performance indicator for 2015/2016 No comparatives available	3	3	3	3	12	12		Target met
TL33	The promotion of tourism, economic and social development	Establish a LDAC (Local Drug Action Committee) in terms of the Prevention and Treatment of Substance Abuse Act by August 2015	Established LDAC	All	New performance indicator for 2015/2016 No comparatives available	1	0	0	0	1	1		Target met
TL49	The promotion of tourism, economic and social development	Compile an action plan to improve on the LED maturity assessment	Plan Completed	All	2	0	0	0	1	1	1		Target met

**Table 68.: Top Layer SDBIP – The promotion of Tourism, Economic and Social Development**

### e) Top Layer SDBIP – Basic Service Delivery

The IDP strategic objective "*The provision and maintenance of municipal services*" is linked to the Municipal Key Performance Area namely "*Basic Service Delivery*".

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/16							
						Target				Target	Actual	R	Corrective Measures
						Q1	Q2	Q3	Q4				

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/16							
						Target				Target	Actual	R	Corrective Measures
						Q1	Q2	Q3	Q4				
TL2	The provision and maintenance of municipal services	m² of patched roads and resealed according to Pavement Management System within available budget	m² of roads patched and resealed	All	163,240	0	15,000	65,000	100,000	100,000	171,881		Target extremely well met
TL3	The provision and maintenance of municipal services	Quality of effluent comply 90% with general limit in terms of the Water Act (Act 36 of 1998)	% compliance	All	88%	90%	90%	90%	90%	90%	87.25%		The 1st and 3rd quarter performances were below 90%, especially as a result of localized operational problems experienced at the Kleinmond and Hawston plants. These problems have been resolved to a large extent, as can be seen from the 4th quarter results. Monitoring and maintenance programs will be continued and intensified where necessary.
TL4	The provision and maintenance of municipal services	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	All	96%	95%	95%	95%	95%	95%	99%		Target well met

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Ref	Strategic Objective	KPI	Unit of Measur ement	Wards	Actual 2014/ 15	Overall Performance for 2015/16							
						Target				Target	Actual	R	Corrective Measures
						Q1	Q2	Q3	Q4				
TL5	The provision and maintenanc e of municipal services	Limit unaccounted water to less than 25% {(Number of kilolitre water purified - Number of kilolitre water sold)/Number of kilolitre sold x 100)}	% of water unaccoun ted for	All	19.33%	0%	0%	0%	25%	25%	20.86 %		Target extremely well met
TL22	The provision and maintenanc e of municipal services	Limit electricity losses to 8% or less {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated) × 100}	% of electricity unaccoun ted for	All	5.78%	0%	0%	0%	8%	8%	6.34%		Target extremely well met
TL25	The provision and maintenanc e of municipal services	Report on the implementation of the Water Service Development plan annually by the end of October 2015	Report submitte d	All	1	0	1	0	0	1	1		Target met
TL39	The provision and maintenanc e of municipal services	Provision of water to informal households based on the standard of 1 water point to 25 households	The number of taps installed in relation to the number of informal househol ds.	All	3144	0	0	0	126	126	138		Target well met
TL40	The provision and maintenanc e of municipal services	Provision of cleaned piped water to all formal households within 200 m from households	No of formal househol ds that meet agreed service standard s for piped water	All	32,544	0	0	0	32,544	32,544	32,976		Target well met

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Ref	Strategic Objective	KPI	Unit of Measur ement	Wards	Actual 2014/ 15	Overall Performance for 2015/16								
						Target				Target	Actual	R	Corrective Measures	
						Q1	Q2	Q3	Q4					
TL41	The provision and maintenanc e of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all formal households at least once a week	Number of formal househol ds for which refuse is removed at least once a week	All	33,224	0	0	0	30,719	30,719	31,132		Target met	well
TL42	The provision and maintenanc e of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all informal households at least once a week	Number of weekly reomoval of refuse in informal househol ds (Once per week = 52 weeks per annum	All	3,144	0	0	0	52	52	52		Target met	
TL43	The provision and maintenanc e of municipal services	Provision of Electricity: Number of metered electrical connections in formal areas (Eskom Areas excluded)	Number of formal househol ds that meet agreed service standard s	All	26,476	0	0	0	20,207	20,207	20,467		Target met	well
TL44	The provision and maintenanc e of municipal services	Provision of free basic electricity, refuse removal, sanitation and water in terms of the equitable share requirements	Number of househol ds	All	6,842	6,650	6,650	6,650	6,650	6,650	7,512		Target met	well

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Ref	Strategic Objective	KPI	Unit of Measur ement	Wards	Actual 2014/ 15	Overall Performance for 2015/16							
						Target				Target	Actual	R	Corrective Measures
						Q1	Q2	Q3	Q4				
TL45	The provision and maintenanc e of municipal services	Percentage of a municipality's capital budget actually spent on capital projects identified for 2015/16 in terms of the municipality/s IDP {(Actual amount spent on projects as identified for the year in the IDP/Total amount budgeted on capital projects)X100}	% of the capital budget spent	All	88.21%	5%	25%	55%	98%	98%	92%		Target would have been met if the rolls over amounts are taken into consideration .
TL46	The provision and maintenanc e of municipal services	The provision of sanitation services to informal households based on the standard of 1 toilet to 5 households	The number of toilet structure s provided in relation to the number of informal househol ds	All	3,144	0	0	0	632	632	724		Target met well
TL47	The provision and maintenanc e of municipal services	Provision of sanitation services to formal residential households	No of formal residenti al househol ds which are billed for sewerage in accordan ce to the SAMRAS financial system	All	31,719	0	0	0	28,102	28,102	28,183		Target met well
TL48	The provision and maintenanc e of municipal services	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2016 (Actual MIG expenditure/All ocation received)	% Expendit ure of allocated funds	All	New TL performa nce indicator for 2015/201 6. No comparat ives available	5%	20%	50%	100%	100%	100%		Target met

**Table 69.: Top Layer SDBIP – Basic Service Delivery**

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### 3.2.2 External Service Provider Performance

The table below indicates the performance of the external service providers utilised for the past two financial years:

External service provider/s performing an external mechanism function (Sect 76(b)(iv/v)) and comparison to previous financial year (sect 46(b) of the Systems Act 2000 (2015/2016):								
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating (2014/2015)	Comment and/or corrective action when under performed	Average rating (2015/2016)	Comment and/or corrective action when under performed
<b>Infrastructure &amp; Planning</b>								
Operation of the Gansbaai landfill and public drop-offs in greater Gansbaai and Stanford	Enviro serv waste management (pty) ltd	Operation of the Gansbaai landfill	7.0	Positive effect on public's perception of Municipal service delivery	3	Satisfactory	3	Satisfactory
				Compliance with environmental "duty of care" principle	3	Satisfactory	3	Satisfactory
				Compliance with specified response times	3	Satisfactory	3	Satisfactory
				Compliance with rendering specified service	3	Satisfactory	3	Satisfactory
				Compliance with ohsact regulations	3	Satisfactory	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### 3.2.3 Service Providers Strategic Performance

Section 76(b) of the MSA states that KPIs should inform the indicators set for every Municipal entity and service provider with whom the Municipality has entered into a service delivery agreement.

Service provider means a person or institution or any combination of persons and institutions which provide a Municipal service

- External service provider means an external mechanism referred to in section 76(b) which provides a Municipal service for a Municipality
- Service delivery agreement means an agreement between a Municipality and an institution or person mentioned in section 76(b) in terms of which a Municipal service is provided by that institution or person, either for its own account or on behalf of the Municipality

Section 121(b) of the MFMA and Section 46 of the MSA further state that a Municipality should include the following related to service providers in its annual report:

- The performance of each service provider
- a Comparison of the performance with targets set for and performances in the previous financial year; and
- measures taken to improve performance.

Section 116(2) of the MFMA further states:

The accounting officer of a Municipality must:

- take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the Municipality or Municipal entity is properly enforced;
- monitor on a monthly basis the performance of the contractor under the contract or agreement;

The purpose of this section is to provide information related to the performance of external service providers. Only services rendered for an amount more than **R 200 000** are listed.

The table below indicates service providers utilised according to functional areas:

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### i) Office of the Municipal Manager

None

### ii) Economic Development Services

Service providers utilized according to functional areas per Directorate (2015/2016)						
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>LED</b>						
Amendment of SCD2143/2011 for the rental of office accommodation for the LED department, arvesco : SC1323/2013	Arvesco 100 (Pty) Ltd	Leasing of office space for the led department	3.0	Renting premises	3	Satisfactory
Provision of a parking management system for the Hermanus CBD	Numque 20 CC	Provision of parking management system in herm CBD	2.7	Terminals (handheld devices)	3	Satisfactory
				Back office and management information system	3	Satisfactory

**Table 70.: Service Providers Performance – Economic Development Services**

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### iii) Financial Services

#### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
Payment Collection System	Easypay (Pty) Ltd	Collection Of 3rd Party Monies	15.4	Timeous Deposits	3	Satisfactory
Free Basic Electricity (Eskom Clients)	Eskom Holdings Limited - ACC: 5915465827	50 Kwh to Eskom Indigent Clients	12.3	50 Kwh Electricity Supply To Indigent Households	3	Satisfactory
Provision of Loan Finance to Overstrand Municipality	Absa Corporate And Business Bank	External Loan Finance	15.0	Interest Rate	3	Satisfactory
Provision of Comprehensive Banking Services	Absa Bank Ltd	Banking Services	5.1	Banking Services	3	Satisfactory
Printing and Distribution of Municipal Accounts And Newsletters	Mailtronic Direct Marketing CC	Printing And Distribution Of Municipal ACCounts	3.0	Printing And Distribution Of Monthly Accounts	3	Satisfactory
Provision of Disconnection and Disconnection Of Services.	Ipes-Utility Management Services (Pty) Ltd	Disconnection And Re-Connection Of Services	2.9	Disconnection And Reconnection Of Municipal Services	3	Satisfactory
Supply and Delivery of Copying Paper and Ink Toners to Overstrand Municipality for a Contract Period Ending 30 June 2017.	Khusela Solutions (Pty) Ltd	Supply And Delivery	2.8	"Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply and delivery of copying paper and ink toners to overstrand municipality for a contract period ending 30 June 2017.	Alvarita CC	Suppy And Delivery	2.8	"Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply and delivery of copying paper and ink toners to Overstrand Municipality.	Moagi Technologies CC	Suppy And Delivery	2.8	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply and delivery of copying paper and ink toners to Overstrand Municipality.	Abc 3 Stationers & Office Supplies	Supply And Delivery	2.8	Quality Of Goods As Per Tender Specifications.	3	Satisfactory
				Timeous Delivery Of Goods As Per Lead Times	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
				As Indicated On Tender		
Supply And Delivery Of Copying Paper And Ink Toners To Overstrand Municipality For A Contract Period Ending 30 June 2017.	Chm Vuwani Computer Solutions (Western Cape) (Pty) Ltd	Supply Of Goods	2.6	Supply And Delivery Of Copy Paper	3	Satisfactory
Supply And Delivery Of Copying Paper And Ink Toners To Overstrand Municipality For A Contract Period Ending 30 June 2017.	Khusela Solutions (Pty) Ltd	Copy Paper And Cartridges	2.6	Supply And Delivery Of Copying Paper And Ink Toners To Overstrand Municipality For A Contract Period Ending 30 June 2017.	3	Satisfactory
Supply And Delivery Of Copying Paper And Ink Toners To Overstrand Municipality For A Contract Period Ending 30 June 2017.	Uhlaza Group	Supply Of Goods	2.6	Supply And Delivery Of Copying Paper And Ink Toners To Overstrand Municipality For A Contract Period Ending 30 June 2017.	3	Satisfactory
Supply And Delivery Of Copying Paper And Ink Toners For Overstrand Municipality For A Contract Period Ending 30 June 2017.	Startune (Pty) Ltd	Supply Of Goods	2.6	Supply And Delivery Of Copying Paper And Ink Toners For Overstrand Municipality For A Contract Period Ending 30 June 2017.	3	Satisfactory
Supply And Delivery Of Inventory Items For A Contract Period Ending 30 June 2017.	Pj Technologies (Cape) CC	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June	Itron Metering Solutions South Africa	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
2017.	(Pty) Ltd			Quality And Cost Agreed		
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017	Siypambili Electrical And Industrial Supplies CC	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	Supreme Electrical Supplies	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	Aberdare Cables (Pty) Ltd	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	Startune (Pty) Ltd	Delivery Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	Powerrec (Pty) Ltd	Delivery Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	WCC Cables (Pty) Ltd	Supplying Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	Raycape CC	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	Jocastro (Pty) Ltd	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	Electro Inductive Industries Pty Ltd	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
Supply And Delivery Of Electrical Inventory Items For A Contract Period Ending 30 June 2017.	Whalerock Industries CC	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
Supply And Delivery Of Storm water Pipes To Overstrand Municipality For A Contract Period Ending 30 June 2017.	Vw Civil Engineering Supplies CC	Supply Of Goods	2.5	Timeous Delivery Of Product Within Specs Quality And Cost Agreed	3	Satisfactory
The Compilation And Maintenance Of The General And Supplementary Valuation Rolls For The Financial Years 1 July 2015 To 30 June 2017.	Boland Valuers	Valuation Of Properties	2.4	Reports Handed In In Time.	3	Satisfactory
				Data In The Right Format	3	Satisfactory
Provision Of Auctioneering Services For A Contract Period Ending 30 June 2017.	Claremart Auctioneers (Pty) Ltd	Disposal Of Assets By Auction	2.2	Successful Auction Services	3	Satisfactory
The Annual Review Of The Municipality's Long Term Financial Plan For A Contract Period Ending 30 June 2018, By The Original Developer Of The Financial Plan.	Inca Portfolio Managers (Pty) Ltd	Annual Review Of Long Term Financial Plan	3.0	Cost, Time & Quality	3	Satisfactory
Provision Of Transit Of Monies For A Contract Ending 30 June 2018.	Fidelity Cash Solutions (Pty) Ltd	Timeously Collection Of Monies	3.0	Timeously Collection Of Monies	3	Satisfactory
Provision Of Water And Electricity Meter Reading Services Fo A Contract Period Ending 30 June 2018.	Red Ant Security Relocation & Eviction Services (Pty)Ltd (Me	Reading Of Water And Electricity Meters	3.0	Timeously Presentation Of Meter Readings	3	Satisfactory
Provision Of Water And Electricity Meter Reading Services For A Period Ending 30 June 2018.	Botes Mpp	Timeously Presentation Of Meter Readings	3.0	Timeously Presentation Of Meter Readings	3	Satisfactory
Provision Of Meter Reading Software For A Contract Period Ending 30 June 2018.	Smart Metro (Pty) Ltd	Software For Meter Readings	3.0	Provision Of Software For Meter Readings	3	Satisfactory
Provision Of Water And Electricity Meter	Arendse Rw	Reading Of Meters	2.9	Monthly Reading Of	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
Reading Services For A Contract Period Ending 30 June 2018.				Water And Electricity Meters		
Provision Of Water And Electricity Meter Reading Services For A Contract Period Ending 30 June 2018.	Van Wyk Ce	Meter Readings	3.0	Monthly Reading Of Meters	3	Satisfactory
Provision Of Water And Electricity Meter Reading Services For A Contract Period Ending 30 June 2018.	C And A Johnson Meterleesdienste CC	Reading Of Meters	3.0	Timeously Presenting Of Meter Readings	3	Satisfactory
Provision And Administration Of An Electricity Prepayment Vending System For A Contract Period Ending 30 June 2018.	Syntell (Pty) Ltd	Provision And Administration Of Prepaid Electricit	3.0	Provision And Administration Of Prepaid Vending	3	Satisfactory
Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	Carbon Sense CC	Supply And Delivery Of Hardware,Paint & Lubricant	2.9	Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	Startune (Pty) Ltd	Supply And Delivery Of Tissue Paper Products And C	2.9	Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	Capri Chem	Supply And Delivery Of Tissue Paper Products And C	2.9	Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period	Awv Project Management (Pty)	Supply And Delivery Of Tissue Paper Products	2.9	Supply And Delivery Of Tissue Paper Products	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
Ending 30 June 2018.	Ltd	And C		And Cleaning Materials For A Contract Period Ending 30 June 2018		
Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	Safety Chemicals CC	Supply And Delivery Of Tissue Paper Products And C	2.9	Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	Kleinmond Verspreiders Bk	Supply And Delivery Of Tissue Paper Products And C	2.9	Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	Startune (Pty) Ltd	Supply And Delivery Of Hardware,Paint & Lubricant	2.9	Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	Sizwe Paints (Pty) Ltd	Supply And Delivery Of Hardware,Paint & Lubricant	2.9	Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	Waalkom Petroleum Verspreiders Bk	Supply And Delivery Of Hardware,Paint & Lubricant	2.9	Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	Loots Lubricants CC (Agri Lubes And Amp Fuel)	Supply And Delivery Of Hardware,Paint & Lubricant	2.9	Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	Botrivier Boeremark	Supply And Delivery Of Hardware,Paint & Lubricant	2.9	Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018	3	Satisfactory
Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	Como Electrical And Commodities CC	Supply And Delivery Of Hardware,Paint & Lubricant	2.9	Supply And Delivery Of Hardware, Paint & Lubricant Products For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	Shosho Industrial Supplies CC	Supply And Delivery Of Hardware,Paint & Lubricant	2.9	Supply And Delivery Of Tissue Paper Products And Cleaning Materials For A Contract Period Ending 30 June 2018.	3	Satisfactory
Provision Of Online Electronic Deeds,Cipc And Credit Search Services For A Contract Period Ending 30 June 2018.	E4 Strategic (Pty) Ltd	Electronic Deeds, Cips & Credit Searches	2.9	Accuracy Of Invoices	3	Satisfactory
				Online Link To Deeds Office	3	Satisfactory
Supply And Delivery Of Protective Clothing For A Contract Period Ending 30 June 2018.	Startune (Pty) Ltd	Supply And Delivery Of Protective Clothing For A C	2.8	Supply And Delivery Of Protective Clothing For A Contract Period Ending 30 June 2018.	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
Supply And Delivery Of Protective Clothing For A Contract Period Ending 30 June 2018.	Trf Sport	Supply And Delivery Of Protective Clothing For A C	2.8	Supply And Delivery Of Protective Clothing For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Protective Clothing For A Contract Period Ending 30 June 2018.	Integral Safety Products	Supply And Delivery Of Protective Clothing For A C	2.8	Supply And Delivery Of Protective Clothing For A Contract Period Ending 30 June 2018.	3	Satisfactory
Supply And Delivery Of Protective Clothing For A Contract Period Ending 30 June 2018.	Rc Suppliers	Supply And Delivery Of Protective Clothing For A C	2.8	Timeous Delivery Of Goods As Per Tender Specification At The Correct Cost And Quality And Quantity	3	Satisfactory
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	Dpi Trading A Division Of Dpi Plastics (Pty) Ltd	Supply And Delivery Of Construction And Plumbing M	1.7	Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017	3	Satisfactory
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	Ikapa Reticulation & Flow	Supply And Delivery Of Construction And Plumbing M	1.7	Supply And Delivery Of Hardware, Paint & Lubricant Products	3	Satisfactory
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	Fg Jacobs Transport CC	Supply And Delivery Of Construction And Plumbing M	1.7	Time (Delivery)	2	Under-Performance
				Quality	2	Under-Performance
				Cost (Price)	2	Under-Performance
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period	Startune (Pty) Ltd	Supply And Delivery Of Construction And	1.7	Supply And Delivery Of Construction And	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
Ending 30 June 2017.		Plumbing M		Plumbing Materials		
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	Maverick Trading 59 CC (Wp Trailer Spares And Manufacturing)	Supply And Delivery Of Construction And Plumbing M	1.7	Supply And Delivery Of Construction And Plumbing Materials	3	Satisfactory
Supply And Delivery Construction And Plumbing Material For A Contract Period Ending 30 June 2017.	Joat Sales And Services (Pty) Ltd	Supply And Delivery Of Construction And Plumbing M	1.7	Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	3	Satisfactory
Management Of Short- Term Insurance Portfolio Of The Overstrand Municipality For A Contract Period Ending 30 June 2018.	Nico Swart Consultancy (Pty) Ltd - Doc's In Safe	Insurance Services	2.7	Timeous Processing Of Claims	3	Satisfactory
The Supply And Delivery Of Protective Clothing And Uniforms To Overstrand Municipality For A Contract Period 31 March 2016-Saldanha Bay Local Municipality.	Fg Uniforms CC	The Supply And Delivery Of Protective Clothing And	0.3	The Supply And Delivery Of Protective Clothing And Uniforms to Overstrand Municipality For A Contract Period Ending 31 March 2016-Saldanha Bay Local Municipality.	3	Satisfactory
Transversal Agreement: Contract 24/2013: Provision Of Banking Services For A Contract Period Of 2years,Ending 30 November 2017-Langeberg Local Municipality.	Absa Bank Ltd	Banking Services	2.0	Banking Services	3	Satisfactory
The Supply And Delivery Of Protective Clothing And Uniforms ToOverstrand Municipality For A Contract Period Ending 31 March 2016-Saldanha Bay Local Municipality.	Integral Safety Products	The Supply And Delivery Of Protective Clothing And	0.3	The Supply And Delivery Of Protective Clothing And Uniforms to Overstrand Municipality	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)						
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Finance</b>						
				For A Contract Period Ending 31 March 2016- Saldanha Bay Local Municipality.		

**Table 71.: Service Providers Performance – Financial Services**

### iv) Management Services

Service providers utilized according to functional areas per Directorate (2015/2016)						
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Management Services</b>						
Amendment Of Scd2144/2011 For The Rental Of Office Accommodation For The Human Resources Department,Mlc Trust: Sc1323/2013	Mlc Trust	Renting	3	Easy To Access To Building	3	Satisfactory
Installation And Maintenance Of Ict Network Cabling Infrastructure	Cable's Cabling CC	Installation & Maintenance Of Ict Network Cabling	3	Turnaround Time	3	Satisfactory
				On-Site Support Service	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Management Services</b>						
Amendment To Ict Contract Scd2274/2012: Business Engineering Annual License Fees	Business Engineering (Pty) Ltd	Collaborator On-Site Support Services & Licensing	3	Technical Support	3	Satisfactory
				Administration	3	Satisfactory
				Workflow Optimisation	3	Satisfactory
				Training	3	Satisfactory
				Re-Active Support	3	Satisfactory
				Pro-Active Support	3	Satisfactory
				Site Health Management	3	Satisfactory
				Received Licenses	3	Satisfactory
Service, Maintenance And Replacements Of Server Room Air conditioners	Gansbaai Aircon And Refrigeration CC	Service, Maintenance & Replacement Of Ict Aircons	3	Maintenance Of Aircons	3	Satisfactory
				On-Site Support Service	3	Satisfactory
Main Agreement For The Delivery Of Information Technology Related Services And Systems	Bytes Systems Integration	Financial System	3	Service Level Agreement: The Deliverance Of Services On Time, At The Right Quality/Quantity And Within The Cost Agreed	3	Satisfactory
				License Support	3	Satisfactory
				Licensing Support Upgrades	3	Satisfactory
Second Amendment To The Lease Agreement For The Hawston/Onrus Radio Mast	Rfg Electronics CC	Rental Of 7 X Antennas	2.6	Availability Of 7 X Antennas	3	Satisfactory
Provision Of Services To Host The Websites Of The Overstrand Municipality	Maxitec	Website Hosting, Maintenance And Re-Design	2.4	Timeous Maintenance And Support	3	Satisfactory
				Quality Of Maintenance And Support	3	Satisfactory
Amendment Of Contract With Altech Netstar For	Altech Netstar (Pty)	Vehicle Tracking	2.1	Accesibility To Netstar	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Management Services</b>						
The Provision Of Vehicle Tracking And Monitoring Services On Municipal Vehicles	Ltd	And Monitoring Services		Server.		
Amendment Of The Lease And Maintenance Agreement For 8 X Multi-Functional Digital Copiers, Service Provider: Nashua Breede Valley	Nashua Breede Valley	Maintenance Of Multi-Functional Printers	2	Responsive Within 4 Hours After Logging The Call	3	Satisfactory
				Keep Machines In Good Working Order	3	Satisfactory
				Maintenance And Support On 8 X Multi Functional Digital Copiers Of Nashua	3	Satisfactory
Amendment To Ict Contract	Ignite Services Advisory	Performance Management	3	Service Level Agreement	3	Satisfactory
				Licenses Up To Date And Latest Software Release Available Installed	3	Satisfactory
				Licenses Up To Date And Latest Software Release Available Installed Timeously	3	Satisfactory
Amendment To Ict Contracts: Software Licenses And Service Level Agreement Sc787/2009	Payday Systems	Software	3	Licenses And Software Updates Must Be Up To Date	3	Satisfactory
Proposed Amendment To The Service Level Agreement For Novell, Microsoft And Data Centre Support Services	Lateral Dynamics (Pty) Ltd	Novell, Microsoft And Data Centre Support Services	3	Monthly Service Review Meetings	3	Satisfactory
				Review Of Service Delivered According To Sla	3	Satisfactory
				License Provided As Provisioned From Novell	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Management Services</b>						
Proposed Amendment To The Main Agreement With Bytes ,For The Implementation Of A Time And Attendance Software Solution	Bytes Universal Systems, A Div Of Bytes Technology Group (Pt	Time And Attendance Software	2.0	Licenses And Software Updates Up To Date	3	Satisfactory
Procurement Of Services And Maintenance Of Three Multifunction Office Machines In The Overstrand Area.	Nashua Breede Valley	Service & Maintenance Of 3 X Mf Office Machines	2	Quality Of Service	3	Satisfactory
Renewal Of Novell License From An Authorized Novell Reseller,Who Is Also The Current Service Provider In Order To Mitigate Potential Security Risks.	Lateral Dynamics (Pty) Ltd	Novell Licenses	0.99	Novell Licenses	3	Satisfactory
Amendment To Ict contract: Credit Control And Debt Collection System	Geodebt Solutions CC	Delivery And Implementation Of System	3	On-Site And Remote Support Services	3	Satisfactory
				Licensing Support Upgrades	3	Satisfactory
Supply And Delivery Of Tablet Hardware And Data Packages For Overstrand Municipality Time And Attendance Register.	Tracktone	Tablet Hardware And Maintenance And Support For 2y	2	Support And Maintenance (Done On Request By Overstrand) Done On Time And Efficiently	3	Satisfactory
Maintenance Of The Radio Infrastructure Network For A Contract Period Ending 30 November 2015.	Benliekor Communications	Maintenance Of Radio Infrastructure	0.89	Availability Of Parts	3	Satisfactory
				Timeos Repairs	3	Satisfactory
Provision Of Lgac Training Learner ship.	BI 2000 CC	Training	0.77	Training With In Agreed Time	3	Satisfactory
Provision Of Maintenance And Support Service For Radio Frequency Network And Telecommunications Systems.	Gijima Holdings (Pty) Ltd	Maintenance & Support Rf Network	0.25	Maintenance & Support Rf Network	3	Satisfactory
Maintenance Of Fire Detection And Suppression	Atlas Fire Security	Maintenance Of	2.96	Maintenance	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Management Services</b>						
System Of The Overstrand Itc Server Room For A Contract Period Ending 30 June 2018.	(Pty) Ltd	Fire Detection & Suppression System				
Renewal Of Novell License From Authorised Novell Reseller. Support And Ict Advisory Services.	Lateral Dynamics (Pty) Ltd	Novell Licenses	2	Delivering Of Licences	3	Satisfactory
Service, Repair And Maintenance Of Multi-Functional Office Machines In The Overstrand Municipal Area For A Contract Period Ending 30 June 2017.	Cape Office Machines	Service, Repair & Maintenance Of Mf Office Machine	3	Timeous Service, Repair And Maintenance Of Mf Machine	3	Satisfactory
Servicing And Maintenance Of 37 Sharp Multi-Functional Office Machines In The Overstrand Area.	Sharp Electronics	Servicing & Maintenance Of 37 X Sharp Mf Machines	3	Servicing & Maintenance On 37 X Mf Office Machines	3	Satisfactory
Mounting Of Tablets For Time And Attendance Solution.	Dep Technologies (Pty) Ltd	Mounting Of Tablets	3	Mounting Of Tablets	3	Satisfactory
Proposed Amendment: Renewal Of Novell License Authorised Novell Reseller	Lateral Dynamics (Pty) Ltd	Novell Licenses	3	Supply & Maintenance Of Novell Service Desk Licenses	3	Satisfactory
Online Subscription To Online Legal Information For A contract Period Ending 30 November 2017.	Lexisnexis (Pty) Ltd - 460160	Online Subscription Access To Legal Information	3	Easy Access To The Online Subscriptions	3	Satisfactory
				Online Subscription For Access To Legal Information	3	Satisfactory
Provision Of Multi Functional Office Machines To Overstrand Municipality For A Contract Period Ending 30 June 2018.	Konica Minolta Sa A Division Of Bidvest Office (Pty) Ltd	Provision Of Mf Office Machines	3	Maintenance Of Multi-Functional Printers	3	Satisfactory
Provision Of Multi- Functional Office Machines To Overstrand Municipality For A Contract Period	Safika Business Solutions And	Provision Of Mf Office Machines	3	Maintenance Of Multi-Functional Printers	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Management Services</b>						
Ending June 2018.	Services					

**Table 72.: Service Providers Performance – Management Services**

### v) Infrastructure and Planning Services

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed
<b>Infrastructure &amp; Planning</b>						
Operation Of The Gansbaai Landfill And Public Drop-Offs In Greater Gansbaai And Stanford	Enviro Serv Waste Management (Pty) Ltd	Operation Of The Gansbaai Landfill	7.0	Positive Effect On Public's Perception Of Municipal Service Delivery	3	Satisfactory
				Compliance With Environmental "Duty Of Care" Principle	3	Satisfactory
				Compliance With Specified Response Times	3	Satisfactory
				Compliance With Rendering Specified Service	3	Satisfactory
				Compliance With Ohsact Regulations	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
Leasing For The Operation Of Illuminated Street Signs In The Overstrand Municipal Area	Directosign North (Pty) Ltd		9.0	Comply With The Conditions Of The Lease Agreement.	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Royal Haskoningdhv (Ssi Engineers & Environmental Consultan)	Waste Water Treatment	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Daveng Consulting Engineers	Consulting Services	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme		Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Jan Palm Consulting Engineers	Solid Waste Management & Planning	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Qunu Consulting (Pty) Ltd	Stormwater System Design	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)						
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Infrastructure &amp; Planning</b>						
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Neil Lyners And Associates CC	Infrastructure Design Supervision	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Witin Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Worley Parsons Incorporating Kv3 Engineers	Professional Engineering Consulting Services	3.0	Compliance With Environmental Specifications	4	Good
				Completion Within Programme	4	Good
				Compliance With Technical Specifications	4	Good
				Compliance With Health And Safety	4	Good
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Jeffares & Green (Pty) Ltd	Groundwater And Solid Waste Projects	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Aecom	Infrastructure Design Supervision	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)						
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Infrastructure &amp; Planning</b>						
				Specifications		
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Srk Consulting South Africa (Pty) Ltd	Groundwater Development & Monitoring	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Element Consulting Engineers (Pty) Ltd	Consulting	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area: Sc1334/2013	Gls Consulting (Pty) Ltd	Water & Sewer Master Planing	3.0	Compliance With Technical Specifications	3	Satisfactory
				Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Completion Within Programme	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
				100% Quality Compliance	3	Satisfactory
Appointment Of Consultants For Engineering And Groundwater Projects For The Overstrand Municipal Area: Sc1334/2013	Avdm Consulting Engineers	Consulting	3.0	Time	3	Satisfactory
				Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Groundwater And Engineering Projects In The Overstrand Municipal Area:Sc1334/2013	Umvoto Africa (Pty) Ltd	Ground Water Development & Management	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Groundwater And Engineering Projects In The Overstrand Municipal Area:Sc1334/2013	V & V Consulting Engineers (Pty) Ltd - Bank Change	Consulting Engineering Services	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area	Aurecon South Africa (Pty) Ltd (Oorgeneem By Netgroup150313)	Professional Engineering Services	3.0	Compliance With Environmental Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)						
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area	Arcus Gibb	Professional Engineering Services	3.0	Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Programme	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area	Ice Group		3.0	Compliance With Technical Specifications	3	Satisfactory
				Compliance With Health And Safety	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Completion Within Programme	3	Satisfactory
Implementing Agent For The Housing Projects In The Overstrand Municipal Area	Motlekar Overstrand (M5 Overstrand)	Implementing Of Housing	9.2	Compliance With Health And Safety Specifications	3	Satisfactory
				Quality Control	3	Satisfactory
				Cost Of Project	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area	Smec South Africa (Pty) Ltd	Professional Engineering Services	3.0	Timeframe	3	Satisfactory
				Compliance With Health And Safety Specification	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Completion Within Programme	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area	Hatch Goba (Pty) Ltd (Goba (Pty) Ltd)	Professional Engineering Services	3.0	Compliance With Technical Specifications	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Completion Within Programme	3	Satisfactory
Appointment Of Consultants For Various Engineering And Groundwater Projects In The Overstrand Municipal Area				Compliance With Health & Safety Specifications	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Completion Within Programme	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
Amendment Of Contract For The Operation Of The Mechanized Material Recovery Facility At The Hermanus Solid Waste Transfer Station	Walker Bay Recycling	Professional Services	8.9	Complain With Health & Safety Specifications	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Completion Within Programme	3	Satisfactory
				Compliance With Technical Specifications	3	Satisfactory
Replacement Of Water Pipes,Rooi Els To Hermanus	Wbho Construction (Pty) Ltd	Construction Of Water Pipelines & Valves	1.9	Compliance With Health And Safety Specifications	3	Satisfactory
				Completion Within The Budget	3	Satisfactory
				Compliance Within Programme	3	Satisfactory
				Compliance With Technical Specification	3	Satisfactory
(Buildman) The Provision Of Information Technology Related Services And Systems.	Water Management Services CC	Licences	3.0	All Licenses And Software Versions Must Be Up To Date	3	Satisfactory
Tp Man (The Provision Of Information Technology Related Services And Systems).	Water Management Services CC	Licenses For System Use	3.0	License Support	3	Satisfactory
Appointment Of Consultants For The Compilation And Implementation Of An Environmental Management System For Overstrand Municipality	Eon Consulting (Pty) Ltd	Appointment Of Consultants For The Compilation And	2.1	Kpi Quality	3	Satisfactory
				Kpi Cost	3	Satisfactory
				Kpi Time	3	Satisfactory
Provision Of Laboratory Services For The Monitoring Of Water Quality In The Overstrand Municipal Area Ending 30 June 2017	Al Abbott And Associates (Pty) Ltd	Laboratory Services	3.0	Compliance With Technical Specifications	3	Satisfactory
				Compliance Within Programme	3	Satisfactory
Labour For Medium Voltage And Low Voltage Reticulation In The Overstrand Municipality.	Prodocom CC	Electrical Reticulation Labour	2.8	Ohs Act	3	Satisfactory
				Monthly Tax Invoices	3	Satisfactory
				Quality Of Jobs	3	Satisfactory
Amendment To Contract Scd2640/2013:Provision	Ct Lab (Pty) Ltd	Provision Of	3.0	Power Quality Monitoring Services	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)							
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed	and/or action under
<b>Infrastructure &amp; Planning</b>							
Of Electricity Powere Quality Monitoring Services		Electricity Power Quality					
The Acquisition Of Capped Ela Licesing Fee For The Gis System	Esri (Environmental Systems Research Institute Sa (Pty) Ltd)	Licenses	3.0	Esri South Africa (Kpi)	3	Satisfactory	
Labour For Medium Voltage And Low Voltage Reticulation In The Overstrand Municipality	Adenco Construction (Pty) Ltd	Electrical Reticulation Labour	2.8	Quality Of Jobs As And When Required.	3	Satisfactory	
				Ohs Act	3	Satisfactory	
				Monthly Tax Invoices	3	Satisfactory	
Medium And Low Voltage Upgrade In Gansbaai, Franskraal and Stanford.	Adenco Construction (Pty) Ltd	Electrical Construction	0.9	The Contractor Shall Also Take Photos Of The Site On A Continuous Basis And Hand Those In At Each Site Meeting.	3	Satisfactory	
				Regular Updating And Final Submission Of As-Built Information.	3	Satisfactory	
				Monthly Claims Strictly In Accordance With The Tendered Cash Flow Program.	3	Satisfactory	
				Acceptable Level For Contract Administration And Quality Of Work.	3	Satisfactory	
				Good Response Time To Queries.	3	Satisfactory	
				Keeping Deadlines As Per Approved Program.	3	Satisfactory	
				Submission Of Accurate Claims On Time.	3	Satisfactory	
				Adherence To Occupational Health And Safety Act.	3	Satisfactory	

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
				Training Provided For Local Residents Employed.	3	Satisfactory
				Number Of Local Jobs Created And Money Retained In Community.	3	Satisfactory
Lease Agreement: A Portion Of 79 Of Farm Adaksvier No 575;Overberg District Municipality	Overberg District Municipality	Lease Agreement	2.7	Record Keeping And Correct Reporting	3	Satisfactory
				Correct Invoicing And Timely	3	Satisfactory
				Health And Safety Management	3	Satisfactory
				ACCess Control Of Site And Weighbridge	3	Satisfactory
				General Management Of Site	3	Satisfactory
Appointment Of Consulting For Various Engineering And Groundwater Project In The Overstrand Municipality.	Water And Wastewater Engineering (Pty) Ltd	None To Date	3.0	Compliance With Technical Specifications	3	Satisfactory
				Compliance Within Programme	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
Medium And Low Voltage Network Upgrade In Hermanus, Hawston And Kleinmond.	Eoh Intelligent Infrastructure (Pty) Ltd	Upgrade Of Electrical Networks	0.8	Site Meetings	3	Satisfactory
				Ohs Act	3	Satisfactory
				Payment Certificates	3	Satisfactory
Removal Of Invasive Alien Vegetation For The Overstrand Municipality, Wfw For A Contract Period Ending June 2017.	Carelse Eg	Clearing Of Alien Vegetation	2.4	Completion Of Jobs Before 31 March Annually	3	Satisfactory
				Health And Safety Standards	3	Satisfactory
				Adherence To Pricing Schedule	3	Satisfactory
				Adherence To Wfw Standards	3	Satisfactory
Removal Of Invasive Alien Vegetation For The	Siyanda Alien Clearing	Removal Of	2.4	Health And Safety Standards	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)							
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed	and/or action under
<b>Infrastructure &amp; Planning</b>							
Overstrand Municipality,Wfw For A Contract Period Ending 30 June 2017	And Cleaning Services CC	Alien Vegetation		Adherence To Pricing Schedule	3	Satisfactory	
				Adherence To Working For Water Standards	3	Satisfactory	
				Completion Of Jobs Before 31 March Annually	3	Satisfactory	
Removal Of Invasive Alien Vegetation For The Overstrand Municipality,Wfw For A Contract Period Ending 30 June 2017	Early Bird Alien Clearing	Removal Of Alien Vegetation	2.4	Health And Safety Standards	3	Satisfactory	
				Adherence To Pricing Schedule	3	Satisfactory	
				Adherence To Working For Water Standards	3	Satisfactory	
				Completion Of Jobs Before 31 March Annually.	3	Satisfactory	
Removal Of Invasive Alien Vegetation For The Overstrand Municipality,Wfw For A Contract Period Ending 30 June 2017	Criben Contractor Services	Removal Of Alien Vegetation	2.4	Health And Safety Standards	3	Satisfactory	
				Adherence To Pricing Schedule	3	Satisfactory	
				Adherence To Working For Water Standards	3	Satisfactory	
				Completion Of Jobs Before 31 March Annually	3	Satisfactory	
Removal Of Invasive Alien Vegetation For The Overstrand Municipality,Wfw,For A Contract period Ending 30 June 2017	Teslaarsdal Landcare	Removal Of Alien Vegetation	2.4	Health And Safety Standards	3	Satisfactory	
				Adherence To Pricing Schedule	3	Satisfactory	
				Adherence To Working For Water Standards	3	Satisfactory	
				Completion Of Jobs Before 31 March Annually	3	Satisfactory	
Removal Of Invasive Alien Vegetation For The Overstrand Municipality,Wfw,For A Contract Period Ending 30 June 2017	The Gaia Project - Sars Approved To Collect From Sars	Removal Of Alien Vegetation	2.4	Health And Safety Standards	3	Satisfactory	
				Adherence To Pricing Schedule	3	Satisfactory	
				Adherence To Working For Water Standards	3	Satisfactory	

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
				Completion Of Jobs Before 31 March Annually.	3	Satisfactory
Removal Of Invasive Alien Vegetation For The Overstrand Municipality,Wfw For A Contract Period Ending 30 June 2017	Sunshine Services	Removal Of Alien Vegetation	2.4	Completion Of Jobs Before 31 March Annually	3	Satisfactory
				Health And Safety Standards	3	Satisfactory
				Adherence To Pricing Schedule	3	Satisfactory
				Adherence To Working For Water Standards	3	Satisfactory
Appointment Of A Service Provider For The determination And Preparation Of Overlay Zones To Be Included In The Zoning Schemes Of Overstrand Municipality.	Urban Dynamics Western Cape Inc	Professional	1.3	Project Inception	3	Satisfactory
				Finalise Overlay Zones Document	3	Satisfactory
				Public Participation	3	Satisfactory
				Draft Overlay Zones		Satisfactory
				Status Quo	3	Satisfactory
Alterations And Additions To Offices At Preekstoel,Rotary Way,Hermanus	Lighthouse Construction	Building Work	0.5	Cost	3	Satisfactory
				Quality	3	Satisfactory
				Time	3	Satisfactory
Stormwater Installation Zwelihle,Hermanus	Atn Roadmarking And Civils CC	Installation Of Stormwater	0.4	Budget	3	Satisfactory
				Time	3	Satisfactory
				Quality	3	Satisfactory
Transport Of Containerized Municipal Solid Waste And Chipping Of Garden Waste For A Period Ening 30 June 2018.	Enviroserv Waste Management (Pty) Ltd	Transport And Chipping Municipal Waste	3.0	Compliance With Technical Specifications	3	Satisfactory
				Compliance Within Programme	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
Appointment Of The Contractor Responsible For	Ikusasa Chemicals	Operation And	1.0	Compliance With Technical	3	Satisfactory

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### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
The Construction Of Baardskeersdersbos Water Treatment Plant, For Operation And Maintenance From 1 December 2014-30 November 2015.	(Pty) Ltd	Maintenance Support		Specifications		
				Compliance Within Programme	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Compliance With Health And Safety Specifications	3	Satisfactory
Electrification Of Swartdam A & B Housing Developments In Hermanus Area.	Wp Electric	Electrification Of Housing Development In Swartdam	0.4	Site Meetings	3	Satisfactory
				Ohs Act	3	Satisfactory
				Payment Certificates	3	Satisfactory
Electrification Of Graveyard, Sport Field And Garden Sites Hermanus Area.	Outdoor Illumination CC	Electrification Of Various Sites In Hermanus Area.	0.4	Site Meetings	3	Satisfactory
				Ohs Act	3	Satisfactory
				Payment Certificates	3	Satisfactory
Replacement Of Water Pipes: Rooi-Els To Hermanus -Additional Funds For 2015/2016	Wbho Construction (Pty) Ltd	Replacement Of Water Pipelines	0.2	Compliance With Technical Specifications	3	Satisfactory
				Compliance Within Programme	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
Refurbishment And Upgrade Of Sewerage Pump Stations In The Hermanus Area.	Hidro Tech Systems	Upgrade Of Sewerage Pump Stations	0.8	Compliance With Technical Specifications	3	Satisfactory
				Compliance Within Programme	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Compliance With Health & Safety Specifications	3	Satisfactory
Upgrading Of Residential Roads In Mount Pleasant, Hermanus.	Atn Group (Pty) Ltd	Upgrading Of Roads Mount	0.7	Time	3	Satisfactory
				Budget	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)						
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
Provision Of Geographical Information System Services (Gis) In The Overstrand Municipal Area For A Contract Period Ending 30 June 2017.	Esri (Environmental Systems Research Institute Sa (Pty) Ltd)	Pleasant Provide Of Geographica Information Services	1.7	Quality		Satisfactory
				Cadastal Maintenance	3	Satisfactory
				Automated Programming	3	Satisfactory
Water And Waste Water Treatment Operations Management Contract.	Vws	Operation And Maintenance	14.8	Compliance With Technical Specifications	3	Satisfactory
				Compliance Within Programme	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Compliance With Health & Safety	3	Satisfactory
Upgrading Of Medium And Low Voltage Network In Gansbaai,Franskraal And Standford-Phase 3	Adenco Construction (Pty) Ltd	Electrical Construction	1.6	Regular Updating And Final Submission Of As-Built Information.	3	Satisfactory
				Submission At Each Site Meeting Of Photo's Of Site Taken On Continuous Basis.		Satisfactory
				Monthly Claims Strictly In Accordance With The Tendered Cash Flow Program.	3	Satisfactory
				Acceptable Level Of Contract Administration And Quality Of Work.	3	Satisfactory
				Good Response Time To Queries.	3	Satisfactory
				Keeping Deadlines As Per Approved Program.	3	Satisfactory
				Submission Of Accurate Claims On Time.	3	Satisfactory
				Adherence To Occupational Health And Safety Act.	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
				Training Provided For Local Residents Employed.	3	Satisfactory
				Number Of Local Jobs Created And Money Retained In Community.	3	Satisfactory
Rehabilitation Of Existing Paved Roads, Zwelihle, Phase 1, Hermanus.	Wezan Building And Civil Construction	Construction Of Roads	0.7	Quality	3	Satisfactory
				Time	3	Satisfactory
				Budget	3	Satisfactory
Appointment Of Architects, Architectural Technologists, Structural Engineers And Quality Surveyors For A Contract Period Ending 30 June 2018.	Csm Consulting Services (Pty) Ltd	Engineer; Architect; Quantity Surveyor	2.5	Contractor Perform In Time, With The Right Quality, To The Agreed Cost	3	Satisfactory
Appointment Of Architects, Architectural Technologists, Structural Engineers And Quality Surveyors For A Contract Period Ending 30 June 2018.	Bergstan South Africa	Engineer	2.5	Contractor Perform In Time, With The Right Quality, To The Agreed Cost	3	Satisfactory
Appointment Of Architects, Architectural Technologists, Structural Engineers And Quality Surveyors For A Contract Period Ending 30 June 2018.	Jakupa Architects And Urban Designers (Pty) Ltd	Architect	2.5	Contractor Perform In Time, With The Right Quality, To The Agreed Cost	3	Satisfactory
Appointment Of Architects, Architectural Technologists, Structural Engineers And Quality Surveyors For A Contract Period Ending 30 June 2018.	Engelbrecht & Scorgie Tekenkantoor Bk	Architects	2.5	Contractor Perform In Time, With The Right Quality, To The Agreed Cost	3	Satisfactory
Appointment Of Architects, Architectural Technologists, Structural Engineers And Quality Surveyors For A Contract Period Ending 30 June 2018.	Waterson Hoosain CC	Quantity Surveying	2.5	Contractor Perform In Time, With The Right Quality, To The Agreed Cost	3	Satisfactory
Stanford Sewer Reticulation Upgrade, Phase 7.	Burmar Civils (Pty) Ltd	Construction Of Sewer	1.3	Compliance With Technical Specifications	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)						
Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment corrective when performed and/or action under
<b>Infrastructure &amp; Planning</b>						
		Pipelines		Compliance Within Programme	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Compliance With Health And Safety Specifications	3	Satisfactory
Construction Of Kidbrooke Pumping Station, Rising Mains And Refurbishment Of Palmiet River Weir And Buffels River Dam Bridge.	Peter Starke Civils CC	Construction Of Infrastructure	0.3	Compliance With Technical Specifications	3	Satisfactory
				Compliance Within Programme	3	Satisfactory
				Completion Within Budget	3	Satisfactory
				Compliance With Health And Safety Specifications	3	Satisfactory
Construction Of A New Clubhouse At The Kleinmond Soccer Field.	First Inc	Building	0.5	Budget	3	Satisfactory
				Time	3	Satisfactory
				Quality	3	Satisfactory
Construction Of A 1ml Reservoir For The Mount Pleasant Low Cost Housing Development	Peter Starke Civils CC		1.1	Budget	3	Satisfactory
				Quality	3	Satisfactory
				Time	3	Satisfactory

**Table 73.: Service Providers Performance – Infrastructure and Planning Services**

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### vi) Community Services

#### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Community Services</b>						
Amendment Of Ict Contract- Scd2489/2013 And Scd2510/2013	Psd Distribution Africa (Pty) Ltd	Licensing Of Booking System	3.0	Effective System Support And Maintenance	3	Satisfactory
				Licenses Update	3	Satisfactory
Garden Maintanace Servcices,Hermanus Overstrand	Eco Creations	Garden Mainenance	3.0	Invoicing	3	Satisfactory
				Work Of Good Standard	3	Satisfactory
				Time Allocated	3	Satisfactory
Repair And Maintenance Of Elevators At Overstrand Muncipalitie's Head Offices	Nu-Line Elevator Products CC		2.7	Time	3	Satisfactory
Vehicle Fuel-And Maintenance Management	Wesbank First Auto	Vehicle Fuel-And Maintenance Management	2.7	Provide For A Refuelling And Managed Maintenance Solution For Its Fleet Services	3	Satisfactory
Repair Of Small Plant (Lawnmowers,Weed Eaters,Etc)	Lawnmower & Chainsaw Clinic Hermanus	Repair Of Small Plant(Lawnmowers, Weed Eaters,Etc)	2.7	Repair Of Small Plant(Lawnmowers,Weed Eaters,Etc),	3	Satisfactory
Provision Of Cleaning Services In The Hermanus Areas	Van Rooyen Tuindienste	Cleaning Services In Hermanus Area	2.7	Time	3	Satisfactory
				Mistake	3	Satisfactory
Provision Of Cleaning Services In The Hermanus Area	Zuki Garden And Forestry Service	Cleaning Services In Hermanus Area	2.7	Cleaning Services At The Zwelihle Area	3	Satisfactory
				Cleaning Services At The Zwelihle Area.	3	Satisfactory
Provision Of Cleaning Services In The Hermanus Area	Lobi Development Design CC (Lobi Landscaping)	Cleaning Services In Hermanus Area	2.7	Cleaning Services At The Zwelihle 2 Area.	3	Satisfactory
				Cleaning Services At The Zwelihle 2 Area	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Community Services</b>						
Provision Of Cleaning Services In The Hermanus Areas	Rhangana Civil And Construction	Cleaning Services In Hermanus Area	2.7	Cleaning Services In Zwelihle 3 Area	3	Satisfactory
				Cleaning Services At The Zwelihle 3 Area	3	Satisfactory
Replacement Of Water Meters And Repair Of Internal Water And Sewerage Installations-Contract Period Ending 30 June 2016	Sakh'ikhaya Suppliers CC	Replacement Of Water Meters	2.6	Quality	3	Satisfactory
				Cost	3	Satisfactory
Lifesaving Services For The Overstrand Area	Overstrand Community Lifeguards	Lifesaving Services - Swimming Pools	2.7	Timously Deliverance Of Service And Reports Within Specified Quality/Quantities And Cost Frame Work As Agreed In Tender Specification	3	Satisfactory
Lifesaving Services For The Hermanus Area	Nasionale See En Sand Instituut	Lifesaving Services - Other Beaches - Hermanus Are	2.6	Timously Deliverance Of Service And Reports Within Specified Quality/Quantities And Cost Frame Work As Agreed In Tender Specification	3	Satisfactory
Appointment Of Service Providers For The Supply And Erecting Of Fences In the Overstrand Area	Tee Gee Building Suppliers CC	Supply And Erecting Fenching In The Overstrand Are	2.5	Time	2	Under-Performance
Appointment Of Service Providers For The Supply And Erecting Of Fencing In The Overstrand Area	Mr Spike Overberg CC	Fenching Services	2.5	Time - Completion Of Fenching	5	Excellent
Appointment Of Service Providers For The Supply And Erecting Of Fencing In The Overstrand Area	Gateway Metalworks CC	Supply And Erecting Fendhing In The Overstrand	2.5	Time	3	Satisfactory
Provision Of Cleaning Services In The Hermanus Areas	Autumn Skies Trading 491 CC	Cleaning Services In Hermanus Area	2.7	Rendering Of Cleaning Service Timeously And To The Satisfactory Of The Municipality.	3	Satisfactory
Provision Of Small Works And Maintenance As And	Alan Bailey Civil	Civil Engineering	2.0	Time	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Community Services</b>						
When Needed	Engineering & Construction CC					
Provision Of Small Bore Sewerage Network Connection In Hermanus	Du Plessis Sw	Connection Of Sewer Connections - Hermanus	2.4	Time	5	Excellent
(Emis)The Provision Of Information Technology Related Services And Systems.	Water Management Services CC	Asset Maintenance Management System License Fees	3.0	All Licenses Up To Date And Informed When New Version Of Software Is/Will Be Available	3	Satisfactory
				Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
(Plantman) The Provision Of Information Technology Related Services And Systems.	Water Management Services CC	Licences	3.0	All Licenses And Software Versions Must Be Up To Date	3	Satisfactory
				Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of New/ Retread Tyres And Collection Of Casings	Supa Quick - Caledon	Supply And Delivery Of New/Retread Tyres And Colle	2.2	Johan	3	Satisfactory
				0	3	Satisfactory
Supply And Delivery Of New/Retread Tyres And Collection Of Casings	Aj Tyres	Supply And Delivery Of New/Retread Tyres And Colle	2.2	Joseph	3	Satisfactory
				Jospeh	3	Satisfactory
				Aj Tyres	3	Satisfactory
Supply And Delivery Of New/Retread Tyres And Collection Of Casings	Supa Kleinmond Quick	Supply And Delivery Of New/Retread Tyres And Colle	2.2	Schalk	3	Satisfactory
Provision Of Cleaning Services In The Hermanus Area	Nicky's Cleaning Services	Cleaning Services	2.5	Rendering Of Cleaning Services Timeously And To The Satisfactory Of The Municipality	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Community Services</b>						
Provision Of Cleaning Services For The Hermanus Area	Louw D	Cleaning Services	2.5	Rendering Of Cleaning Services Timeously And To The Satisfactory Ofo The Municipality	3	Satisfactory
Amendment Of Contract Scd2460/2012 For The Operational Monitoring And Maintenance Of The De Kelders And Pearly Beach Membrane Water Treatments Plants	Quality Filtration Systems CC	Operational Monitoring & Maintenance Of De Kelders	1.3	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of Water Purification Chemicals	Omnia Group (Pty) Ltd (Protea Chemicals Cape)	Supply And Delivery Of Water Purification C	1.5	Cost	3	Satisfactory
				Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
Supply And Delivery Of Sewerage Purification Chemicals	Tuschemy CC	Supply And Delivery Of Water Purification Chemical	1.2	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Supply And Delivery Of Water And Sewerage Purification Chemicals	Kemanzi (Pty) Ltd	Supply And Delivery Of Water And Sewerage Purification	1.2	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of Water And Sewerage Purification Chemicals	Ikusasa Chemicals (Pty) Ltd	Supply And Delivery Of Water And Sewerage Purification	1.2	Time (Delivery)		Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of Water And Sewerage Purification Chemicals	Second Opinion Consulting CC	Supply And Delivery Of Water And Sewerage Chemical	1.2	Time (Delivery)		Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of Water And Sewerage	Improchem	Supply And Delivery	1.3	Time ( Delivery)	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Community Services</b>						
Purification Chemicals		Of Water And Sewerage Purification		Quality		Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of Water And Purification ion Chemicals	Metsi Chem Ikapa	Supply And Delivery Of Water And Purification Chemicals	1.2	Time (Delivery)		Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of Swimming Pool Chemicals For Overstrand Municipality.	Tuschemy CC	Supply And Delivery Of Swimming Pool Chemicals	2.9	Delivery Of Chemicals Within 5 Days Of Issuing Of Order	3	Satisfactory
				Quality Of Chemicals Is Always Of Good Standard	3	Satisfactory
Supply And Delivery Of Swimming Pool Chemicals For Overstrand Municipality.	Yellow Mango Trading CC	Swimming Pool Chemicals	2.9	Supply And Delivery Of High Quality Swimming Pool Chemicals In Time	3	Satisfactory
Supply And Delivery Of Swimming Pool Chemicals For Overstrand Municipality.	Masanda Trading CC	Swimming Pool Chemicals	2.9	Delivery Of High Quality Swimming Pool Chemicals In Time	3	Satisfactory
Resurfacing And Rehabilitation Of Roads In The Overstrand	Amandla Construction	Resurfacing And Rehabilitation Of Roads In The Overstrand	1.6	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of Diesel Fuel For The Onrus Caravan Park ,Onrus River	Montidox CC	Supply And Delivery Of Diesel Fuel	2.9	Supply And Delivery Of Diesel Fuel For Onrus Caravan Park	3	Satisfactory
Provision Of Cleanig Services: Informal Settlements-Gansbaai And Standford For A Contract Period 30 June 2014	Siswana Tm	Cleaning Services	2.7	Cleanliness Of Areas	3	Satisfactory
Hiring Of Sewerage Vacuum Tankers: Overstrand Municipality	Jetvac South Africa (Pty) Ltd	Hiring Of Sewerage Vacuum Tankers	1.0	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Provision Of Cleaning Services, Informal	Henry Moses Spandiel	Cleaning Services	2.7	Cleaning	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Community Services</b>						
Settlements-Gansbaai And Stanford Area For A Contract Period Ending 30 June 2014.	Projects					
Supply & Installation Of Web Based Online Buld Sms Sendig Services For A Contract Period Edig 30 June 2017.	Mukoni Software CC	Provision Of Bulk Web Based Sms Service	2.7	Effective Emergency Communication	4	Good
				Effective Emergency Communication	4	Good
Provision Of Cleaning Services: Kleinmond For A Contract Period Ending 30 June 2017.	Karelse G (Glenwan Karelse Cleaning Services)	Cleaning In Informal Settlement Kleinmond	2.7	Cleaning Service Informal Settlement Kleinmond	3	Satisfactory
Provision Of Cleaning Services: Kleinmond For A Contract Period Ending 30 June 2017.	Sunshine Services	Cleaning Services Poppedorp ,Ext 6,Protea Dorp &Lo	2.7	Cleaning Of Pda	3	Satisfactory
Lifesaving Services For The Overstrand Blue Flag Beaches For A Contract Period Ending 30 June 2016	Symbio Envirosolutions (Pty) Ltd	Lifesaving Services For Blue Flag Beaches	1.6	Blue Flag Beaches - Lifesaving Services - Symbio Envirosolutions	3	Satisfactory
				Timously Deliverance Of Services And Reports Within Specified Quality/Quantities And Cost Frame Work As Agreed In Tender Specification.	3	Satisfactory
Additions And Alterations To The Kleinmond Library.	Blizzard Trading CC	Building Service	0.8	Supply Performance On Time	3	Satisfactory
Pruning And Felling Of Trees In Hermanus Area For A Contract Period Ending 30 June 2016.	Avante - Distinctive Choice 306 CC	Tree Felling & Pruning	1.1	Quality Of Work	3	Satisfactory
				Time Frame	3	Satisfactory
				Safety	3	Satisfactory
Management Of The Gansbaai Caravan Park For A Contract Period Ending 30 June 2018.	Stevens N	Management Of The Caravan Park	3.0	Maintenance	3	Satisfactory
				Management	3	Satisfactory
Road markings On The Overstrand Municipal Road Network For A Contract Period 1 July 2015-30 June 2018.	Atn Group (Pty) Ltd	Roadmarkings On The Overstrand Road Network	3.0	Time	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Community Services</b>						
Leak Detection In Water Pipelines In The Overstrand Area For A Contract Period Ending 30 June 2018.	Bosch Munitech (Pty) Ltd	Leak Detection In Water Pipelines	3.0	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Repair And Maintenance Of Diesel Boiler System At Onrus Caravan Park For A Contract Period Ending 30 June 2018.	Pro Heat & Energy Electrical CC	Maintenance Of Diesel Boiler System	3.1	Delivery Of Maintenance According To Schedule	3	Satisfactory
				Pro Heat And Energy Electrical CC	3	Satisfactory
				Pro Heat & Energy Electrical CC	3	Satisfactory
				Delete	3	Satisfactory
Maintenance Of Water And Waste Water Infrastructure Equipment In The Overstrand For A Contract Period Ending 30 June 2018.	Water And Sanitation Services Sa (Pty) Ltd - Wssa (Pty) Ltd	Maintenance Of Water And Sanitation Infrastructure	0.3	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Maintenance Of Water And Waste Water Infrastructure In The Overstrand For A Contract Period Ending 30 June 2018.	Hidro Tech Systems	Maintenance Of Water And Waste Water Infrastructure	0.2	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Strengthening Of The De Wet Hall Roof Structure, Onrus River.	Masanda Trading CC	Reparation And Strengthening Of De Wet Hall Roof	0.1	Time	3	Satisfactory
Supply And Delivery Of Galvinased Metal Roof Sheet For A Contract Period Ending 30 June 2016.	Aquaduct Trading	Supply And Delivery Of Galv. Metal Roof Sheets	1.0	Delivery Of Galvanised Metal Roof Sheets On Time At The Right Quality	3	Satisfactory
Cleaning Of Sewerage Pump Stations And Pipelines For A Contract Period Ending 30 June 2016.	Pollution Control Services	Cleaning Of Sewerage Pump Station And Pipelines	1.0	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Management Of Informal Settlements In The Overstrand Area For A Contract Period Ending 30	Red Ant Security Relocation & Eviction	Management Opf Informal Settlement	1.7	The Relocation And Reconstruction Of Informal Housing Units For The	2	Under-Performance

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Community Services</b>						
June 2017.	Services (Pty)Ltd (Me			Affected Residents Within Seven Days After Disaster .I.E Fire/Flooding Or Other, If Required By The Municipality.		
				The Removal Of The Demolished Building Material To A Place Of Safekeeping, Provide By The Municipality	2	Under-Performance
				The Accurate, Daily Numbering And Mapping Of All Housing Units, Per Informal Settlement	2	Under-Performance
				The Immediate Removal Of Newly Built/Erected Informal Housing Units/Structures Where Additional Security Is Required.	2	Under-Performance
				The Immediate Demolition Of Newly Built/Erected Illegal Informal Housing Units/Structures.	2	Under-Performance
				The Execution Of Least One Daily Preventative Patrol By Vehicle And Foot Patrol.	2	Under-Performance
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	D & J Vervoer	Supply And Delivery Of Construction And Plumbing M	1.7	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	Tee Gee Building Suppliers CC	Supply And Delivery Of Construction And Plumbing	1.7	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Community Services</b>						
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	Salandra Ondernemings Bk	Supply And Delivery Of Construction And Plumbing M	1.7	Time (Delivery)	3	Satisfactory
				Quality		Satisfactory
				Cost (Price)	3	Satisfactory
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	Afrifell CC	Supply And Delivery Of Construction And Plumbing M	1.7	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)		Satisfactory
Supply And Delivery Of Construction And Plumbing Material For A Contract Period Ending 30 June 2017.	Bekezela Concrete CC	Supply And Delivery Of Construction And Plumbing M	1.7	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Supply And Delivery Of Construction And Plumbing Materials For A Contract Period Ending 30 June 2017.	Afrimat Aggregates	Supply And Delivery Of Construction And Plumbing M	1.7	Time (Delivery)		Satisfactory
				Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Provision Of Hygiene Services For The Overstrand Municipal Area Wih A Contract Period Ending 30 June 201	Steiner Hygiene (Pty) Ltd - Doc's In Steel Cabinet	Hygiene Services	2.6	Sanitary Bins	3	Satisfactory
				Defects	3	Satisfactory
				Rendering Of Service		Satisfactory
Chemical Control Of Weeds On Sports Fields And Public Open Space in The Overstrand For A Contract Period Ending 30 June 2018.	Henchem	Chemical Control Of Weeds	2.8	Quality	3	Satisfactory
				Time	3	Satisfactory
Upgrading Of Existing Boundary Wall, Phase 2 At Zwelihle Sports Grounds, Hermanus.	Masanda Trading CC	Upgrading Of Existing Boundary Wall	0.6	Time	3	Satisfactory
Supply And Delivery Of Plastic Doors For Concrete Toilet Structures For A Contract Period Ending 30 June 2017.	Startune (Pty) Ltd	Purchase Of Goods	1.8	Supply And Deliver Plastic Doors For Concrete Toilet Structures	3	Satisfactory
Provision Of Small Works And Maintenance As And	Alan Bailey Civil	Provision Of Small	2.5	Time (Delivery)	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when performed under
<b>Community Services</b>						
When Needed For A Contract Period Ending 30 June 2018.	Engineering & Construction CC	Works And Maintenance		Quality	3	Satisfactory
				Cost (Price)	3	Satisfactory
Supply And Installation Of Artificial Grass In Various Parks In The Overstrand On An As And When Basis.	Mtf Consultants (Pty) Ltd	Installation Of Artificial Grass	0.2	Quality Of Installation	3	Satisfactory
Supply And Installation Of Play park Equipment In The Overstrand Area On An As And When Basis For A Contract Period Ending 30 June 2018	Cvc Gear Corporation 100 CC	Supply & Installation Of Play Equipment	2.2	Quality & Quantities	3	Satisfactory
				Timely Deliverance And Installation	3	Satisfactory
Supply And Delivery Of Bitumen Products For A Contract Period Ending 30 June 2017	Afrifell CC	Supply And Delivery Of Bitumen Products	1.2	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost		Satisfactory
Supply And Delivery Of Bitumen Products For A Contract Period Ending 30 June 2017	Tosas (Pty) Ltd	Supply And Delivery Of Bitumen Products	1.2	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost		Satisfactory
Supply And Delivery Of Bitumen Products For A Contract Period Ending 30 June 2017	Asphalt King	Supply And Delivery Of Bitumen Products	1.2	Time (Delivery)	3	Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Supply And Delivery Of Bitumen Products For A Contract Period Ending 30 June 2017	Ipatch	Supply And Delivery Of Bitumen Products	1.2	Time (Delivery)		Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory
Hiring Of Sewerage Vacuum Tankers For A Contract Period Ending 30 June 2018	Jetvac South Africa (Pty) Ltd	Hiring Of Sewerage Vacuum Tankers	2.1	Time (Delivery)		Satisfactory
				Quality	3	Satisfactory
				Cost	3	Satisfactory

**Table 74.: Service Provider Performance – Community Services**

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### vi) Protection Services

#### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Protection Services</b>						
Clearing Of Municipal And Private Erven In The Overstrand Municipal Area.	Fourie Lp	Clearing Of Private And Municipal Erven	2.8	Clearing Done According To Specifications	3	Satisfactory
Clearing Of Municipal And Private Erven In The Overstrand Municipal Area.	Afrilandscapes	Clearing Of Private & Municipal Erven	2.8	Clearing Done According To Specifications	3	Satisfactory
Provision Of Computer Software For The Capturing Of Fines.	Syntell (Pty) Ltd	Computer Software For Capturing Of Handwritten Fin	2.0	Software Performance As Per Specification	3	Satisfactory
Provision Of Towing Services In The Overstrand Area.	Hermanus Towing	Towing Service In The Overstrand Area	2.9	Towing Services, Delays.	3	Satisfactory
Provision Of Security (Guarding) Services For the Overstrand Municipality For A Contract Period Ending 30 June 2018.	Quintessential Security CC	Security Guarding Services	2.7	Registers Up To Date	3	Satisfactory
				Guards On Duty	3	Satisfactory
				Guards' Conduct Conducive With The Image Of The Overstrand Municipality	3	Satisfactory
Provision Of Security (Guarding) Services For The Overstrand Municipality For A Contract Period Ending 30 June 2018.	Adt Security (Pty) Ltd	Security Guarding Services	2.7	Registers Up To Date	3	Satisfactory
				Guards On Duty	3	Satisfactory
				Guards' Conduct Conducive With The Image Of The Overstrand Municipality	3	Satisfactory
Provision Of Security (Guarding) Services For The	Securi-Team	Security Guarding	2.7	Guarding	3	Satisfactory

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### Service providers utilized according to functional areas per Directorate (2015/2016)

Contract name	Supplier name	Type of services rendered	Term of contract (in Years)	Performance area	Average rating	Comment and/or corrective action when under performed
<b>Protection Services</b>						
Overstrand Municipality For A Contract Period Ending 30 June 2018.		Services		Registers Up To Date	3	Satisfactory
				Security Guarding Service	3	Satisfactory
The Processing Of Traffic Fines Issued On Or Before 30 June 2015.	Syntell (Pty) Ltd	Processing Of Traffic Fines	1.5	Processing Of Traffic Fines	3	Satisfactory
Transversal Agreement: Contract 23/15: The Provision Of Traffic Law Enforcement Equipment, Back Office Systems And Related Services.	Traffic Management Technology	Back Office Systems And Related Services	0.4	Traffic Fines Processing, Back Office	3	Satisfactory
Accommodation Of Impounded Cats And Dogs For A Contract Period Ending 30 June 2018.	Barc Dieresor Trust	Impoundment Of Stray Cats And Dogs	2.5	Service On Stray Cats And Dogs	3	Satisfactory
Accommodation Of Impounded Cats And Dogs For A Contract Period Ending 30 June 2018.	Hermanus Animal Welfare Society	Service On Stray Cats And Dogs	2.5	Service On Stray Cats And Dogs	3	Satisfactory
Accommodation Of Impounded Cats And Dogs For A Contract Period Ending 30 June 2018.	Kleinmond Animal Welfare Society	Stray Cats And Dogs Impoundment	2.5	Service On Stray Cats And Dogs	3	Satisfactory
Provision Of Alarm Systems For Overstrand Municipality For A Contract Period Ending 30 June 2018.	Adt Security (Pty) Ltd	Alarm Monitoring	2.5	Installation And Maintenance	3	Satisfactory
				Reaction Time To Alarm	3	Satisfactory
Provision Of Alarm Systems For Overstrand Municipality For A Contract Period Ending 30 June 2018.	Secma International (Pty) Ltd	Security Guarding Services	2.5	Daily Update Of Registers	3	Satisfactory
				Guarding Officer Punctuality	3	Satisfactory
				Guarding Service	3	Satisfactory

**Table 75.: Service Providers Performance – Safety and Protection Services**

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### 3.2.3 Municipal Functions

#### a) Analysis of Functions

The municipal functional areas are as indicated below:

Municipal Function	Municipal Function Yes / No
<b>Constitution Schedule 4, Part B functions:</b>	
Air pollution	Yes
Building regulations	Yes
Child care facilities	Yes
Electricity and gas reticulation	Yes
Firefighting services	Yes
Local tourism	Yes
Municipal airports	Yes
Municipal planning	Yes
Municipal health services	No
Municipal public transport	Yes
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
Pontoons, ferries, jetties, piers and harbors, excluding the regulation of international and national shipping and matters related thereto	Yes
Storm water management systems in built-up areas	Yes
Trading regulations	Yes
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	Yes
<b>Constitution Schedule 5, Part B functions:</b>	
Beaches and amusement facilities	Yes
Billboards and the display of advertisements in public places	Yes
Cemeteries, funeral parlors and crematoria	Yes
Cleansing	Yes
Control of public nuisances	Yes
Control of undertakings that sell liquor to the public	Yes
Facilities for the accommodation, care and burial of animals	Yes
Fencing and fences	Yes
Licensing of dogs	Yes
Licensing and control of undertakings that sell food to the public	Yes
Local amenities	Yes

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Municipal Function	Municipal Function Yes / No
Local sport facilities	Yes
Markets	Yes
Municipal abattoirs	Yes
Municipal parks and recreation	Yes
Municipal roads	Yes
Noise pollution	Yes
Pounds	Yes
Public places	Yes
Refuse removal, refuse dumps and solid waste disposal	Yes
Street trading	Yes
Street lighting	Yes
Traffic and parking	Yes

**Table 76.: Functional Areas**

### b) Performance Highlights per Functional Areas

Directorate/ Functional area	Sub Directorate	Highlights
<b>Council and Municipal Manager</b>	Internal Audit	A newly established Joint and Performance Audit Committee (JAPAC) was established to replace the previous (separate) Audit Committee and Performance Audit Committee. The newly constituted JAPAC held their first meeting on 29 June 2016 which consisted of 5 members.
<b>Management Services</b>	Communications	<p><b>COMMUNICATION ACTIVITIES:</b></p> <p><b>External</b></p> <ul style="list-style-type: none"> <li>➔ Municipal Newsletter (Bulletin) - 12 issues attached to monthly accounts. Available in Afrikaans, English and isiXhosa</li> <li>➔ Website</li> <li>➔ Media releases and opportunities to comment</li> <li>➔ Events/Exhibitions</li> <li>➔ Advertisements and public notices</li> <li>➔ Bulk SMS</li> <li>➔ Local newspapers, radio, loud hailing, brochures, pamphlets</li> <li>➔ Speeches</li> <li>➔ Social Media (Facebook and Twitter).</li> <li>➔ TWITTER (100 followers): Twitter account was setup in April, but started officially on 1 May 2016.</li> </ul>

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Directorate/ Functional area	Sub Directorate	Highlights
		<p>→ FACEBOOK (745 followers): Facebook page was opened up on 20 April and we officially started posting on 1 May 2016. Average likes per week: ± 50.</p> <p><b>Internal</b></p> <p>→ Staff Newsletter (Phambili) – quarterly (Afrikaans/English and isiXhosa)</p> <p>→ Internal Communication Committee – 4 meetings</p> <p>→ We Care • We Serve • We Belong - Our value system has been developed to guide each of our employees on a daily basis, to realise the vision of the Overstrand Municipality.</p> <p><b>Other</b></p> <p>→ Municipal Showcase</p> <p>→ Mandela Day - #67MinutesForMandela</p> <p>→ Casual Day (Camphill Farm Community as beneficiary of funds raised)</p> <p>→ Orientation tours for Junior Town Councillors</p> <p>→ Involvement in Mayoral Awards (Night of Achievers)</p> <p>→ Involvement in handing overs and openings of key projects of municipality (Housing etc)</p> <p>→ Budget &amp; IDP consultation process/roadshow in all communities.</p>
	Information Technology	<p><b>Development of Management Information System (MIS):</b></p> <p>The nature of MIS is such that it will always remain a moving challenge as much for management, as it is for ICT Services that need to extract and transform data sets from disparate systems into a seamless and flexible architecture framework that can assist management to assess, interpret and take informed decisions on the way forward when alternative solutions are considered.</p> <p>The primary focus during 2015/16 financial year was to:</p> <p>→ Ongoing improvements in financial reporting and budgeting;</p> <p>→ Ongoing improvements of a monthly statements by providing a more comprehensive and transparent presentation of water and electricity usage by account holders as well as accommodating tariff changes brought about by SCOA;</p> <p>→ The use of the GIS System has also been expanded as the key systems integrator, not only for the core financial system, but also for Town Planning, Erf Lookup Tables, statement reviews, building plans status, and Ward Based Planning initiatives.</p> <p>Ongoing research into improvements of processes and functionality of existing operations software and toolsets. This enables improvements to employee productivity and also to work smarter.</p>

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Directorate/ Functional area	Sub Directorate	Highlights
		<p><b>Upgrading of the Data Centre Disk Storage and SQL Server</b></p> <ul style="list-style-type: none"> <li>→ The SQL Servers at the head office was upgraded to the latest SQL version and was allocated sufficient resources to handle the increased workloads now required by all upgraded system. This was to address compatibility, functionality and security.</li> <li>→ Workload growth as well as the revised SCOA requirements from National Treasury to provide for more detailed and bigger data sets necessitated the replacement of the older Servers in the Data Centre with latest technology Servers that will also support the ongoing demand for faster and more reliable performance and systems throughput.</li> <li>→ Disk space upgrades (to the municipalities main Disk Storage Array) to facilitate growth of platform and load analysis to determine optimal usage, facilitate for the municipalities expanded needs.</li> </ul>
		<p><b>Printing tender in place</b></p> <ul style="list-style-type: none"> <li>→ A new printer tender was put into place during the course of the year and projects have been started to replace existing printers Overstrand Wide in order to contribute to cost savings and efficiencies in all departments and functional areas.</li> </ul>
		<p><b>Consolidation of Similar Application Systems Functionalities and Normalization of Systems Data.</b></p> <ul style="list-style-type: none"> <li>→ It remains the strategic intent of the municipality to assimilate similar functionalities from the other business application systems deployed in the municipality into the municipality's core Financial System (SAMRAS) in cases where it is cost effective and functionally viable, and where it is not, to ensure the effective integration between systems. This again has been highlighted in the main priorities of business system requirements prescribed by NT on SCOA.</li> <li>→ All key business systems contracts were renewed for 3 years via the Section 113(3) Process.</li> <li>→ Investigation and feasibility into an integrated Asset Maintenance Management system as well as Operation and spatial integration is paramount to the municipality.</li> </ul> <p>The Senior ICT Business Analyst assists management in driving this initiative forward.</p>
	Legal Services	<p>No successful appeals against the municipality regarding the awarding of tenders and quotations. No successful appeals or review applications were rendered against the Municipality. 90% turnaround time for referrals by user departments.</p> <p>Increase in the provision of legal updates to respective user departments. Senior Management is provided with regular monthly updates on developments within local government law, including case</p>

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Directorate/ Functional area	Sub Directorate	Highlights
		<p>law and new legislation.</p> <p>The adoption and promulgation of the Land Use Planning, and Impoundment of Animals By – laws. The amendment to the rules of order By – law was further adopted and promulgated. Two new by – laws have been developed and currently in public participation, namely the Problem Building and Special Rating Area By – laws. Legal Services is further developing a Public Events By – law. The existing electricity supply by – law will be repealed and replaced with a new by – law. Public participation process already concluded. The objective is to adopt the special rating, problem building and electricity supply by – laws on 20 September 2016.</p> <p>Coordinate all litigious matters by and against the municipality, with no court orders issued against the municipality. No court orders were issued against the Municipality in the 2015/2016 year. Monthly reports on all litigious matters are provided for discussion at the monthly TMT and EMT meetings.</p> <p>Coordinate the establishment of an additional court, through the establishment of a case flow management committee consisting of senior management and relevant stakeholders. Conducting monthly additional court staff meetings, with minutes to deal with all issues relevant to the additional court. Report monthly to senior management on the income generated from the additional court. Provide further monthly reports on traffic related offences, setting out the amount of matters dealt through the additional court system. Provide monthly reports to senior management on all pending and new non – traffic related offences. These include by – law, building control and planning law contraventions.</p>
	Human Resources	<p><b>Human Resources Staff Page development on intraweb:</b> Human Resources in process of developing their Staff Page on the intraweb in order to keep staff informed of Human Resources related matters.</p> <p><b>Health and Wellness days:</b> Health and Wellness days were held on 09/10 &amp; 11 September 2015 at the different administrations.</p> <p><b>Performance Management:</b> Performance Management Refresher Training was provided by Human Resources officials to Operational staff members at the various administrations on 09/11/16 &amp; 17 March 2016.</p> <p><b>Electronic Time and Attendance system introduced</b></p>
Financial Services	Supply Chain Management	The Contract Management Office managed the systems development project of the SCMU IT system (SCM, Contract Management and Records Management), Western Cape Suppliers Database Integration (WCSD); Central Supplier Database (CSD) and the Inventory/Stores electronic requisition system. The above projects is to be implemented in the new financial year (envisaged: 1 July 2017)
	System	New billing tables and formulas in accordance with the 2015/16 budget

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Directorate/ Functional area	Sub Directorate	Highlights
	Administration	were implemented successfully and levied on a monthly basis  Implementation of mSCOA principles. All debit raising and other major runs successfully completed after mSCOA implementation.
	Revenue	<u>Indigent Household Register</u> <u>Financial Year Amount Households</u> 30 June 2015

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Directorate/ Functional area	Sub Directorate	Highlights
		by more than half of the staff in the Department.
		The reconciling of Creditor Statements per the SAMRAS Financial System, developed and incorporated by Bytes Systems Integration (Pty) Ltd as part of their Financial System during the 2012/13 financial year, continued to support this division in providing detailed and meaningful reporting whilst also performing an integral part of the internal control measures. This system was further enhanced during the 2015/16 financial year to also include an exception reporting tool to assist with the continuous reconciliation of the Creditors Control Account.
Community Services	Hangklip/Kleinmond Administration	In conjunction with the other Financial Services Directorate's departments, the Expenditure & Asset Management Department successfully contributed to the implementation of mSCOA with effect from 01 July 2015. After being identified as one of the Pilot Sites by National Treasury, the Municipality had to prepare for the early implementation of mSCOA while the remainder of the municipalities will have to follow suite as from 01 July 2017.
		Very active and vibrant citizenry co-operation between the different sectors of the community and the municipality. This is amplified by the well-organized ward committee system for Wards 9 and 10.
		IDP & Budget information sessions were arranged by the budget office and addressed by the Mayor, Councilors and Directors on 19 April 2016 for wards 9 and 10, which were well attended and vigorously debated.
		A brand new soccer turf has been erected in Overhills Informal Settlement. The contractor for the building of the soccer field's club house has been appointed. Work has commenced in May 2016.
		Kleinmond beach once again obtained blue flag status and evaluations proofed that a high standard of management by the municipal officials were rendered.
		Blue drop status was obtained for Kleinmond Water Treatment Works and for the fourth time for Buffels River Water Treatment Works.
		The projects for the specific areas which benefitted from the Greenest Town Competition have been finalized on 30 August 2015. The areas have been cleaned and beautified on a regular basis leading to self-pride amongst its residents
		Extensions & alterations to the Kleinmond Library in the amount of R5 million have been finalised.
	Hermanus Administration	Large number of roads resealed in all neighbourhoods.
		More sections of the Cliff Path and Coastal Path tourist attractions were upgraded
		Blue Flag Beach status again awarded to Grotto & Hawston Beaches. Grotto Beach has the record for the beach with the longest uninterrupted Blue Flag Status in RSA
		Extensive fire breaks were cut at high risk fire hazard areas around residential areas
		The Whale Tail Fountain was in a state of disrepair. The Fountain was re vamped by a team of professionals and they are once again a proud asset and tourist attraction for the Town.

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Directorate/ Functional area	Sub Directorate	Highlights
		Upgraded various parking areas and surrounds at estuaries and beaches. In particular, the Onrus Beach Parking Area was re-designed, expanded which increased the parking capacity by 50 %.
		A number of sidewalks were paved and streets tarred making the CBD and residential areas very attractive and functional.
		A scientifically designed accurate model of the solar system was erected along the Hermanus Cliff Path. This is the only accurate model of its sort in the southern hemisphere. It is both educational and a tourist attraction.
		Community halls were further upgraded and provided with new improved kitchen and other equipment.
		Storm water systems which are the highest risk were installed at hotspots throughout the Greater Hermanus Area.
		Formalised public parking across the Hermanus High School was created thereby increasing the parking capacity by approximately 50 %.
		The Onrus Caravan Park's 3 star tourist rating was re-affirmed.
		The Onrus Caravan Park hosted the Wines to Whales MTB event attracting over 3000 visitors to the Park in one week.
		Numerous festivals and sporting events were successfully hosted in Hermanus with the assistance and support of the Municipality.
	Gansbaai/Stanford Administration	More than 40 jobs were created and funded from the prize money received from the Greenest Municipality competition which the Overstrand Municipality won for two (2) consecutive years. Four teams consisting of ten members each were appointed to execute the approved projects in the areas of Stanford, Gansbaai and Pearly Beach (Eluxolweni).
		The teams made huge progress with the implementation of projects such as safe pedestrian sidewalks (used to connect the previously disadvantaged area of Thembelihle with the central business area of Stanford). In the Gansbaai area remarkable improvements were made to the upgrading of the town entrance and picnic tables were installed along the popular coastline of Franskraal. Various playparks were fenced in to safeguard children playing in the playparks. Park benches were also installed in the playparks to be used by the parents.
		Labour intensive clean-up operations in and around the residential areas of Masakhane, Blompark and Eluxolweni proofed to be extremely successful and contributed vastly to the cleanliness of these areas. More than 500 trees were planted and it seems that the survival rate is quite high. Unfortunately the programme came to an end at the end of August 2015.
		The introduction of Government's EPWP (Working for the Coast) initiative for clean up along water courses is making a huge impact along the Klein River in Stanford. The Khoisan Group, consisting of 10 local people, is very enthusiastic and hardworking and has made and is still making a big difference in Stanford.
		Working for the Coast (WFTC) teams consisting of an average of 50 - 60 team members performed duties along the coastline and public open spaces from Stanford, Gansbaai and Pearly Beach for a portion of


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Directorate/ Functional area	Sub Directorate	Highlights
		<p>the financial year. This project delivered remarkable and valuable results which is recognised and appreciated by the local residents. Unfortunately the programme suffered financial constraints which resulted in a situation where the labour force is active for only 6 months of the year.</p> <p>The Executive Mayor and full time Councillors attended public meetings during April 2016 to explain the content and implications of the proposed 2016/17 budget as well as tariff structure for municipal services. The meetings were well attended by ward committee members and leading role players in the community.</p> <p>The majority (99%) of the budget allocated to the wards in order to fund projects identified by the various wards (1, 2 and 11), were spend and the beneficiaries expressed their appreciation for the remarkable changes that was made possible as a result.</p> <p>The accurate determination of community needs as a result of a proper IDP influenced the capital budget and provision was made in the budget to satisfy the need for a larger community hall in Masakhane. Unfortunately the bid to obtain funding for a complete new hall was unsuccessful and the budget was only sufficient to extend the hall. The project entailed the construction of a stage (which will enable the community for the first time ever to host concerts and similar events) as well as two smaller multi-purpose cloak rooms/meeting venues).</p> <p>The planning of the IRDP housing project for Blompark, Masakhane and Stanford made substantial progress and the provisional lay-outs were accepted by the community and is now presented for public comment as part of the environmental impact assessment - as well is the land use planning process. The housing project in Eluxolweni (200 units) was awarded Housing Project of the Year by the South African Housing Foundation (SAHF). This housing project has put Eluxolweni as a previously disadvantaged community in a class of it's own.</p> <p>Certain gravel roads in the Stanford and Pearly Beach areas (Ward 11) were upgraded and provided with a tar surface. Several roads were also resealed in the greater Gansbaai area. A number of sidewalks were upgraded in the previously disadvantaged residential area of Stanford.</p> <p>A large capital investment was made with the upgrade of the Water Treatment Works at Pearly Beach.</p> <p>The latest underground sewer network extension in Stanford is moving in the direction of eradication of the system of conservancy tanks serviced by tanker trucks in the urban area. The capital investment amounts to almost R3m and with the budget approved for the 2016/17 financial year, the needs pertaining to sewer collection and treatment at the purification plant in Stanford, would most probably be satisfied.</p> <p>A complete new Waste Water Treatment Works was completed and commissioned in Eluxolweni, Pearly Beach. Although it was primarily build to service the newly completed housing project of 200 houses in Eluxolweni, it was designed to also cater for the sewer collected in the remainder of Eluxolweni, Pearly Beach and Buffeljachtsbay.</p> <p>As part of the approved ward specific projects, approximately one third (1/3) of the total budget allocation was spend on the upgrade of stormwater systems in Masakhane, Gansbaai and Baardskeerdersbos.</p>

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Directorate/ Functional area	Sub Directorate	Highlights
		The practice of the Overstrand Municipality to pledge a portion of their budget towards ward specific projects proved to be extremely popular. It was very rewarding to experience the appreciation of the affected community on completion of a project with perhaps the smallest budget allocation of them all. The upgrade of the play school in the informal settlement of Beverley Hills was much rewarding (refer to the article that appeared in the Overstrand Bulletin of April 2016).
		Another remarkable project was the beautification of the intersection where informal traders operate on the main road from Gansbaai to Masakhane, Kleinbaai, Franskraal and Pearly Beach. Holiday makers seem to enjoy the experience to trade here.
	Housing Administration	NEW HOUSING DEVELOPMENT: → 217 out of 220 houses handed over to beneficiaries in the Mount Pleasant.
		Title Deeds: Overstrand → 372 title deeds had been registered in the Deeds Office for the 2015/2016 financial year
		Informal settlement surveys → The successful bi-annual surveys December 2015 and June 2016). A number of 3133 units were counted and verified within Overstrand in June 2016.
		SOCIAL COMPACTS → A new Social Compact was established for planned housing development in Stanford in May 2016.
Protection Services	Fire Management	SAESI Excellent Service Award
	Traffic Services	Successful management of big events. There was 1 fatal accident and fire that burned the field at Stanford & Hermanus. Members obtained the targets set for them. Because of experience, planning was done efficiently.  From 03/08/2015 – 06/07/2016, 6 members attended the Basic Traffic Officers' Course at the Gene Louw Traffic College in Brackenfell
Economic Development and Tourism	LED	<p><b>i. STRATEGIC PARTNERSHIPS</b></p> <p>Facilitation of LED need a collective approach and requires adequate resources. It is in this context that the department entered into MOU's with strategic partners to ensure effective delivery of support programs accelerating the development and capacitation of people, equipping them with skills necessary to take advantage of opportunities both current and potential.</p> <p><b>a. AFRIMAT – MOU</b></p> <p>The agreement is a collaboration between Overstrand Municipality, LED department, the Department of Mineral Resources and Afrimat, a mining company to empower the youth by providing them with driving skills thus increasing their employability. Local driving schools were</p>


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Directorate/ Functional area	Sub Directorate	Highlights
		<p>appointed as service providers. The beneficiaries for this project are those from previously disadvantaged communities in the Overstrand area, namely Hawston, Zwelihle, Stanford, Kleinmond and Masakhane.</p> <p>The ultimate objective is to promote and increase the employability of youth upon successfully attainment of their driver's licenses and public drivers permit. The program is in its final stage with the last intake having just secured dates for the final drivers test.</p> <p>The pass rate for the current intake was:</p> <ul style="list-style-type: none"> <li>*100 % pass rate for Learners Drivers' Test</li> <li>* 50 % received their Driver's License.</li> <li>* 50 % of learners failed their drivers test – opportunity to try again</li> <li>* 13 learners given opportunity to attempt drivers license</li> <li>* 20% of the learners who passed their drivers test are now employed.</li> </ul>  <p><b>Some of the beneficiaries of the Driving license project</b></p> <p><b>b. AGRI-PARKS /AQUA-HUB</b></p> <p>The purpose of this agreement is to advance the small scale fisheries implementation plan in the Overstrand focusing on the Aqua-hub project. Funding will be provided by the Department of Rural and Land Development (DRLD) through its variety of programmes. The partnership is needed to collaborate and combine programs that will have a long term socio economic gain in the ocean's economy.</p> <p>The LED department will also be responsible for linking and supporting the Fisheries Improvement Programme to local businesses and access to market opportunities including value adding opportunities and business ventures that are emanating from fisheries. Work with the Department of Agriculture and Fisheries in the implementation of the Small Scale Fishing Act and expand substance to organized ownership.</p> <p><b>c. SMALL ENTERPRISE FUNDING AGENCY (SEFA)</b></p> <p>Access to funding is one of the biggest challenges that face start-ups and micro enterprises. This partnership will ensure that deserving and viable (tested) micro enterprises gain access to needed financial</p>

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Directorate/ Functional area	Sub Directorate	Highlights
		<p>support. Our role is to prepare entrepreneurs for readiness in financing that will assist them to grow rather than suffer.</p> <p><b>d. National Youth Development Agency (MoU)</b></p> <p>The MoU between NYDA and the municipality has since been extended to ensure that a more focused approach is adopted to deal with the challenges faced by the youth in the Overstrand. The Walking Centre also serves as a satellite office of the NYDA as means to bring the Services of the NYDA closer to the intended beneficiaries.</p> <p>In terms of the said agreement NYDA is responsible for providing ongoing capacity building and support to the local youth office staff on NYDA products and services.</p> <p>Training took place at the Cape Town NYDA branch on the 24<sup>th</sup> – 27<sup>th</sup> March 2015. Four (4) Staff Members from LED attended training. The training covered aspects such as Orientation on NYDA products and Services available to the Youth. NYDA incurred the costs for the accommodation and training.</p> <p><b>ii. EPWP</b></p> <p><b>a. EPWP Grant Funding Projects</b></p> <p>Grant funding received from the Department of Public Works to roll out EPWP projects in the financial year of 2015-2016 to the value of R1,6m. Further job opportunities were recorded from internal projects improving the municipality's performance in labour intensive initiatives. This has propelled the municipality to one of the best performing municipalities.</p> <p>556 work opportunities were created from 22 projects.</p> <p><b>v. Emerging Contractor and Service Provider Development</b></p> <p>Construction Industry Development Board provides guidance and assistance to the municipality with regards to the Implementation Strategy of a National Contractor Development programme. The municipality adopted a policy to guide the implementation within the SCM practices.</p> <p>This programme is to benefit local contractors and service providers increasing their chances of doing business with the municipality and further create job opportunities including participation of small businesses in the local economy.</p> <p><b>vi. Cooperatives Development Initiative</b></p> <p>Seven (7) Primary Agriculture/ Fisheries co-operatives were established and registered across the Overstrand Municipality.</p>

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Directorate/ Functional area	Sub Directorate	Highlights
		 <p><b>Some of the products from the co-operatives</b></p> <p><b><i>Youth Entrepreneurship Development.</i></b></p>  <p><b><i>Entrepreneur Development Workshop 2016.</i></b></p> <p>Youth unemployment is becoming concern out of all the efforts made in providing assistance for business ownership. What is evident is the fact that the municipality attracts is around 31.1%</p> <p><b>xi. LED Maturity Assessment</b></p> <p>The LED Maturity Assessment is one of the most critical tools to assess the municipality's ability to better implement and practice LED. The municipality is rated amongst the top performing in LED implementation and is improving with time. The assessment was conducted by the Department of Economic Development and Tourism.</p> <p><b>xii Participatory Appraisal of Competitive Advantage (PACA)</b></p> <p><b>Gansbaai</b></p> <p>The process was facilitated with local entrepreneurs and community members to identify catalyst projects that can address local challenges in the implantation of local economic development. Various workshops</p>

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Directorate/ Functional area	Sub Directorate	Highlights
		<p>were conducted with the tourism sector, public sector (safety and security), small businesses and retail, construction sector etc.</p> <p>The outcomes of the process were 10 key projects and champions were identified.</p> <ol style="list-style-type: none"> <li>1. Destination marketing campaign</li> <li>2. Better utilization of festivals for marketing</li> <li>3. Penguin &amp; Sea bird sanctuary</li> <li>4. Gansbaai version of a Township tour</li> <li>5. Service Excellence and Associated Training program</li> <li>6. Develop a shared vision of future town look and feel</li> <li>7. Small scale abalone production &amp; skills development</li> <li>8. Support to safety and security to reduce crime</li> <li>9. Youth entrepreneurship development</li> <li>10. Establish a local shuttle service</li> </ol> <p>Regular feedbacks are conducted to ensure implementation and that challenges are identified and dealt with.</p> <p><b>Hawston</b></p> <p>This process facilitated by the LED department sought to seek out projects that could advance the competitive advantage of Hawston. The projects that were identified through the process are as follows:</p> <ol style="list-style-type: none"> <li>1. Industrial Centre</li> <li>2. Skills development centre</li> <li>3. Aquaculture project</li> <li>4. 24 hr one stop garage</li> <li>5. Flea market</li> <li>6. Upgrading of the Campsite</li> <li>7. Old Age home</li> <li>8. Upgrading of Paddavlei</li> <li>9. Youth development</li> </ol> <p>The aim of the process is to use local resources to uplift the community and implement economic activities that are driven by local people</p> <p><b>TOURISM</b></p> <p>The Overstrand municipality's marketing arm is called the Cape Whale Coast responsible for marketing the destination both nationally and internationally. The municipality has lived up to its standards of being a destination of choice and leader in adventure tourism with the popular Shark Cage Diving and Whale Watching activities topping popularity list amongst visitors. The municipality received a number of awards as with local tourism products owned by local entrepreneurs. Tourism contributes significantly in the local economy therefore support and focus has to be provided to maintain the required standards that draw visitors to the area.</p>

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Directorate/ Functional area	Sub Directorate	Highlights
		<p><b>AWARDS</b></p> <ul style="list-style-type: none"> <li>• Cape Whale Coast received an Award of Excellence for Best Local Destination 2015</li> <li>• Gansbaai awarded gold for Best Responsible Destination</li> <li>• Gansbaai received The Best Destination for Responsible Tourism award from the Fair Trade Tourism Organisation and was also the overall winner.</li> <li>• Marine Dynamics Gansbaai voted as People's Choice in the African Sustainable Tourism Awards.</li> <li>• Creation Wines winner of the Most Innovative Wine Tourism Experience in the Great Wine Capitals Global Network.</li> <li>• Hermanus chosen as Kwela Town of the Year finalist for Western Cape</li> <li>• Three (3) Blue Flag beaches</li> <li>• Harold Porter Botanical Garden, Betty's Bay selected as theme for South Africa's exhibition at Chelsea Flower Show in London. This exhibition won gold and highlighted the biodiversity of the Cape Whale Coast.</li> </ul> <p>The municipality continues to position itself as the best destination and comes with high economic injection in the economy.</p> <p><b>NATIONAL EXHIBITIONS</b></p> <ul style="list-style-type: none"> <li>• Exhibited at the World Travel Market Africa tourism trade fair in Cape Town</li> <li>• Exhibited at the annual tourism Indaba in Durban</li> </ul> <p>Exposing the destination at effective marketing platforms and increased visitor uptake.</p> <p><b>SOCIAL MEDIA</b></p> <ul style="list-style-type: none"> <li>• Website provides updated information 24/7 throughout the year.</li> <li>• Cape Whale Coast is growing its presence and influence on social media platforms including Facebook, Twitter and Instagram.</li> </ul> <p><b>FESTIVALS</b></p> <ul style="list-style-type: none"> <li>• Supported nine festivals and events financially.</li> </ul> <p><b>1. MARKETING PLATFORMS</b></p> <p>a. Advertising &amp; Media</p> <p>Strategic decisions on where to place advertising is based on connecting to our identified target markets. The publications used tried to balance monthly, quarterly and yearly editions, and ranged from local papers like the Winter Wegbreek, The Bay to publications connected to the shows we attended, Getaway, Western Cape Tourism Directory to a Coffee Table Book, The Cape Odyssey</p>

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Directorate/ Functional area	Sub Directorate	Highlights
		<p>b. Social Media</p> <p>In order to leverage on the Millennials' passion for using Social Media, 2 campaigns, (Winter and Easter) were launched and proved successful in generating an interest. This interest is often not sustainable in the long term unless a strategy is put in place. This was explored with the LTBs and profiles created which will be part of continued and improved use of Social Media in 2015 - 2016</p> <p>c. Shows &amp; Exhibitions</p> <p>These continue to be important platforms for the Cape Whale Coast to engage with the public, trade and media. Specific shows target different aspects of the tourism industry. The fastest growing show is World Travel Market, where Gansbaai won "Best Responsible Tourism Destination". This show is placed in the Cape so allows us to showcase the region to trade. We will work towards a bigger presence in 2015 – 2016. Indaba, the premier trade show in Africa continues to dominate.</p> <p>d. Educationals</p> <p>These continue engage and allow groups (LTOs, camera crews, tour operators, even comedians to see what the Cape Whale Coast has to offer.</p> <p>e. Festivals</p> <p>Festivals are a platform to encourage visitors, serve to bring communities together, and are a platform for locals to access economic opportunities. We will continue to identify and work to support Flagship festivals, helping to nurture their growth through partnership</p> <p><b>2. TOURISM DEVELOPMENT AND CAPACITY BUILDING</b></p> <p>Development of relationship with Department of Tourism to work on potential projects as well as workshop set for October 2015-2016. Other stakeholders include DEDAT, Wesgro and the district municipality.</p> <p>The Tourism Buddie programme to train unemployed youth in Hospitality. Supported the Entrepreneurs week programme through exhibition of SMME's as well has several presentations on the barriers/opportunities to tourism growth.</p> <p>Working for Tourism Programme:</p> <ul style="list-style-type: none"> <li>• Placement of tourism students for job shadowing in Local Tourism Offices (4 students)</li> <li>• Ranger/Tour guide programme placed in one of the most visited product in the Overstrand – Fernkloof.</li> <li>• Mountain bike track development in the Hemel and Aarde Valley.</li> </ul>
Infrastructure and Planning	Building Services	Income Budget for 2015/2016 was R 3 548 560 000

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Directorate/ Functional area	Sub Directorate	Highlights
Services		Amended budget was R 4 500 000 000 Amount received was R 8 048 560 000
	GIS	Besides the many facets of GIS The Property process is a process that constantly needs maintenance. The Road network was improved and placed more accurately. The street address data was synchronized with the Finance data and is close to completion. The ArcGIS Software was updated and added functionality is available. Portal for mobile and the Web Portal permits more access to the GIS data. The ESRI Conference held in Cape Town with all the latest functionality and what's new in ARCGIS was attended by the department.
	Engineering Services	Upgrading of Roads in Zwelihle (Under construction)
		Upgrading of Roads in Mount Pleasant
	Town Planning, Spatial Development and Property Administration	CBD Revitalization Phase 2 underway
		Zoning Scheme Heritage and Environmental Overlay Zone underway
		Overstrand Municipal Planning By Law
	Engineering Planning	Successfully implemented the bulk water services support contract.
		The Water Services Audit Report for 2014/15 was submitted to DWS by 31 October 2015 as required by legislation.
		Successfully completed various capital projects.
		The 2016/17 Water Services Development Plan was approved by Council in May 2016.
		Scored 100% in the No Drop (water conservation and demand management) assessment by DWS.

**Table 77.:** *Performance highlights per functional area*

### c) Overview of performance per directorate

The performance statistics in the table below and all the graphs in the following sub paragraphs include performance in terms of the SDBIP for the 2015/16 financial year and where applicable, in comparison to the 2013/14 and 2014/15 financial years.

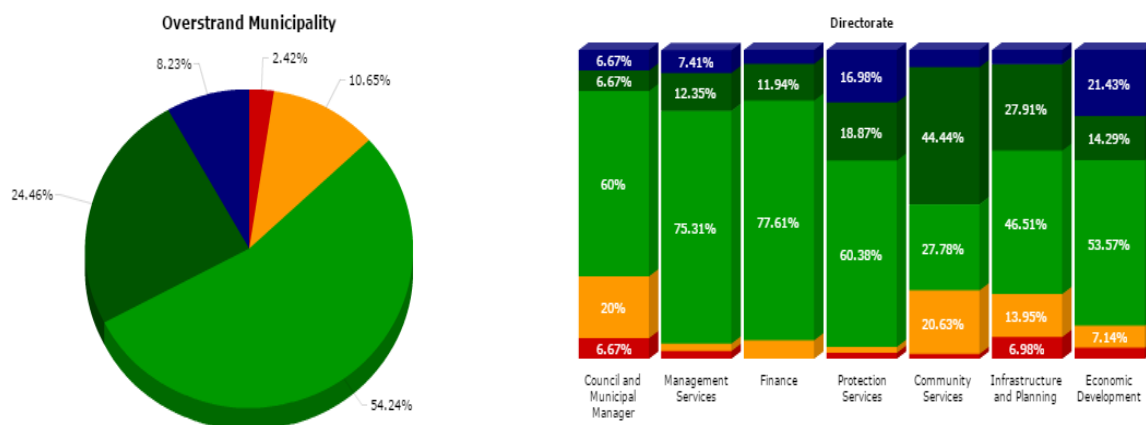
## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Directorates	Financial Year	Total KPIs	KPIs Extremely Well Met	KPIs Well Met	KPIs Met	KPIs almost Met	KPIs not Met	% of KPI's met (100% and above)
Council and Municipal Manager	2013/14	14	1	1	11	1	0	93
	2014/15	15	1	1	11	1	1	87
	<b>2015/16</b>	<b>15</b>	<b>1</b>	<b>1</b>	<b>9</b>	<b>3</b>	<b>1</b>	<b>73</b>
Management Services	2013/14	98	2	16	59	9	12	79
	2014/15	77	8	7	53	4	5	88
	<b>2015/16</b>	<b>81</b>	<b>6</b>	<b>10</b>	<b>61</b>	<b>3</b>	<b>1</b>	<b>95</b>
Protection Services	2013/14	54	13	7	31	1	2	94
	2014/15	52	6	12	32	2	0	96
	<b>2015/16</b>	<b>53</b>	<b>9</b>	<b>10</b>	<b>32</b>	<b>1</b>	<b>1</b>	<b>96</b>
Financial Services	2013/14	65	4	15	44	2	0	97
	2014/15	65	3	9	52	1	0	98
	<b>2015/16</b>	<b>67</b>	<b>3</b>	<b>8</b>	<b>52</b>	<b>4</b>	<b>0</b>	<b>94</b>
Community Services	2013/14	121	7	56	42	16	0	88
	2014/15	128	10	50	43	24	1	80
	<b>2015/16</b>	<b>126</b>	<b>7</b>	<b>56</b>	<b>35</b>	<b>26</b>	<b>3</b>	<b>77</b>
Infrastructure and Planning Services	2013/14	50	5	15	25	4	1	90
	2014/15	44	7	14	18	5	0	89
	<b>2015/16</b>	<b>43</b>	<b>2</b>	<b>12</b>	<b>20</b>	<b>6</b>	<b>3</b>	<b>79</b>
Economic Development Services	2013/14	36	9	3	18	3	3	83
	2014/15	35	8	6	18	2	1	91
	<b>2015/16</b>	<b>28</b>	<b>6</b>	<b>4</b>	<b>15</b>	<b>2</b>	<b>1</b>	<b>89</b>

**Table 78.: Summary of total performance per Directorate**

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The graph provides an illustrative overview of the overall performance results of all the KPI's measured as at 30 June 2016.



**Graph 5.: Overall performance of directorates for 2015/16**

Overall, the municipality met 359 (87%) of a total number of 413 key performance indicators (KPIs) for the period 01 July 2015 – 30 June 2016. 44 (10.7%) of KPIs were almost met and 10 (2.4%) of the indicators were not met.

### d) Performance per functional area (Departmental/Operational SDBIP)

#### e) Council and Municipal Manager consist of the following divisions:

- Council
- Municipal Manager
- Internal Audit

The Operational Key Performance Indicators for Council and Municipal Manager are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

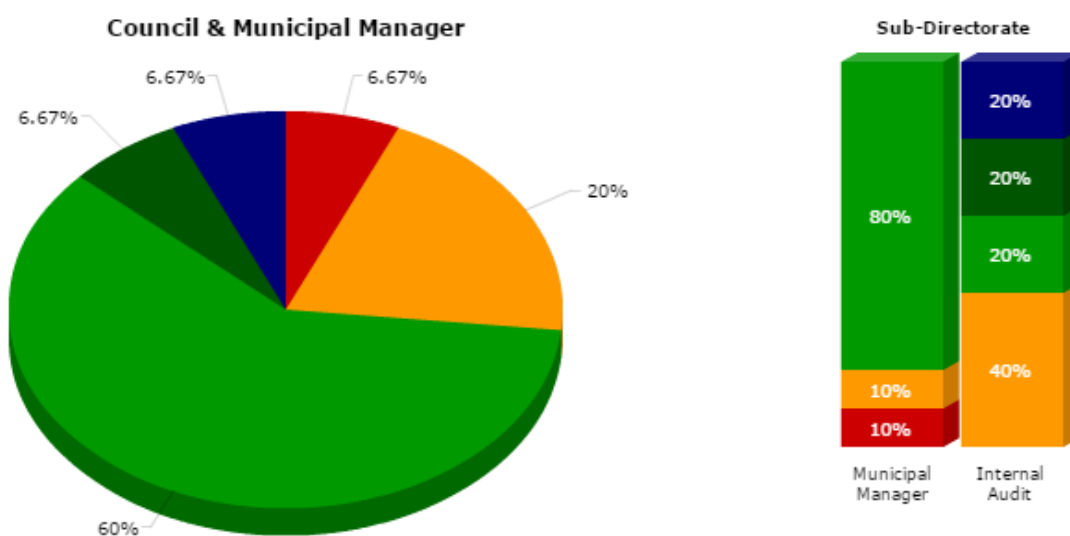
National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality
Municipal Financial Viability and Management	Optimisation of financial resources	Provision of democratic, accountable and ethical governance

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National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Municipal Transformation and Institutional Development	Good governance	Provision of democratic, accountable and ethical governance
Basic Service Delivery	Basic Service Delivery	Provision and maintenance of municipal services
Local Economic Development	Social upliftment and Economic Development	Promotion of tourism, economic and social development Creation and maintenance of a safe and healthy environment

**Table 79.: Functional alignment – Council and Municipal Manager**

The following graph indicates the performance of the various sub-directorates within Council and Municipal Manager directorate



Council & Municipal Manager		Sub-Directorate	
		Municipal Manager	Internal Audit
<span style="color: red;">■</span> KPI Not Met	<u><a href="#">1 (6.7%)</a></u>	<u><a href="#">1 (10%)</a></u>	-
<span style="color: orange;">■</span> KPI Almost Met	<u><a href="#">3 (20%)</a></u>	<u><a href="#">1 (10%)</a></u>	<u><a href="#">2 (40%)</a></u>
<span style="color: green;">■</span> KPI Met	<u><a href="#">9 (60%)</a></u>	<u><a href="#">8 (80%)</a></u>	<u><a href="#">1 (20%)</a></u>
<span style="color: darkgreen;">■</span> KPI Well Met	<u><a href="#">1 (6.7%)</a></u>	-	<u><a href="#">1 (20%)</a></u>

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Council & Municipal Manager		Sub-Directorate	
		Municipal Manager	Internal Audit
■ KPI Extremely Well Met	<u>1 (6.7%)</u>	-	<u>1 (20%)</u>
<b>Total:</b>	<b>15</b>	<b>10</b>	<b>5</b>

**Graph 6.: Council and Municipal Manager sub-directorate performance**

**f) Management Services consists of the following divisions:**

- ➔ Director: Management Services
- ➔ Communications
- ➔ Council and Support Services
- ➔ Human Resources
- ➔ Information Technology
- ➔ Legal Services
- ➔ Strategic Services

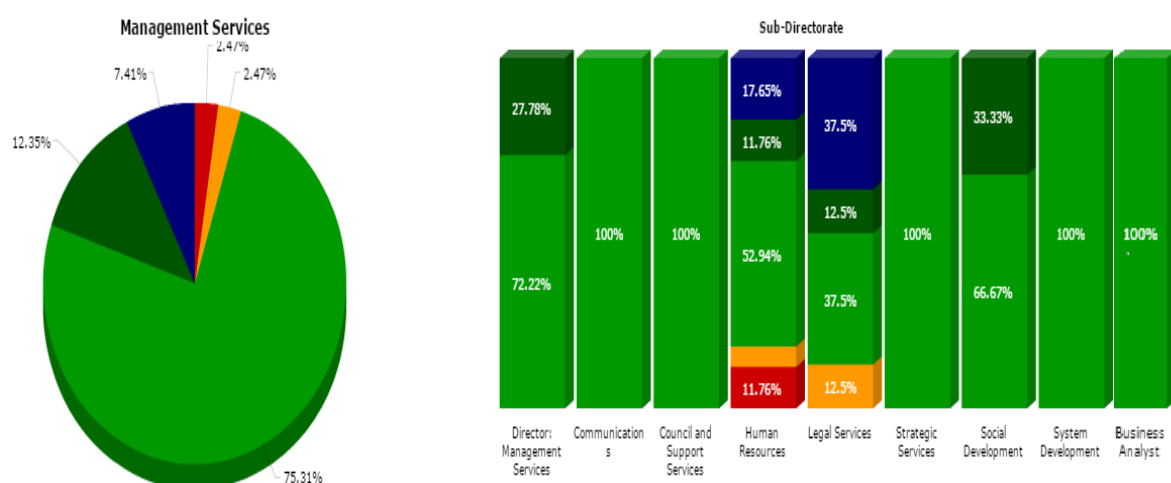
The Operational Key Performance Indicators for Management Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality
Municipal Financial Viability and Management	Optimisation of financial resources	Provision of democratic, accountable and ethical governance
Municipal Transformation and Institutional Development	Good governance	Provision of democratic, accountable and ethical governance
Basic Service Delivery	Basic Service Delivery	Provision and maintenance of municipal services
Local Economic Development	Social upliftment and Economic Development	Promotion of tourism, economic and social development Creation and maintenance of a safe and healthy environment

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**Table 80.: Functional alignment – Management Services**

The following graph indicates the performance of the various sub-directorates within the Management Services directorate



Management Services		Sub-Directorate					
		Director: Management Services	Communications	Council and Support Services	Human Resources	Legal Services	Strategic Services
KPI Not Met	<a href="#">2 (2.5%)</a>	-	-	-	<a href="#">2 (11.8%)</a>	-	-
KPI Almost Met	<a href="#">2 (2.5%)</a>	-	-	-	<a href="#">1 (5.9%)</a>	<a href="#">1 (12.5%)</a>	-
KPI Met	<a href="#">61 (75.3%)</a>	<a href="#">13 (72.2%)</a>	<a href="#">8 (100%)</a>	<a href="#">10 (100%)</a>	<a href="#">9 (52.9%)</a>	<a href="#">3 (37.5%)</a>	<a href="#">7 (100%)</a>
KPI Well Met	<a href="#">10 (12.3%)</a>	<a href="#">5 (27.8%)</a>	-	-	<a href="#">2 (11.8%)</a>	<a href="#">1 (12.5%)</a>	-
KPI Extremely Well Met	<a href="#">6 (7.4%)</a>	-	-	-	<a href="#">3 (17.6%)</a>	<a href="#">3 (37.5%)</a>	-
<b>Total:</b>	<b>81</b>	<b>18</b>	<b>8</b>	<b>10</b>	<b>17</b>	<b>8</b>	<b>7</b>

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	Sub-Directorate		
	Social Development	System Development	Business Analyst
 <b>KPI Not Met</b>	-	-	-
 <b>KPI Almost Met</b>	-	-	-
 <b>KPI Met</b>	<u>4 (66.7%)</u>	<u>4 (100%)</u>	<u>3 (100%)</u>
 <b>KPI Well Met</b>	<u>2 (33.3%)</u>	-	-
 <b>KPI Extremely Well Met</b>	-	-	-
<b>Total:</b>	<b>6</b>	<b>4</b>	<b>3</b>

**Graph 7.:** *Management Services sub-directorate performance*

### *g) Finance consists of the following divisions:*

- Director: Finance
- Accounting Services
- Deputy Director Finance
- Expenditure and Asset Management
- Revenue
- SCM
- Systems Administrator Finance

The Operational Key Performance Indicators for Finance are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

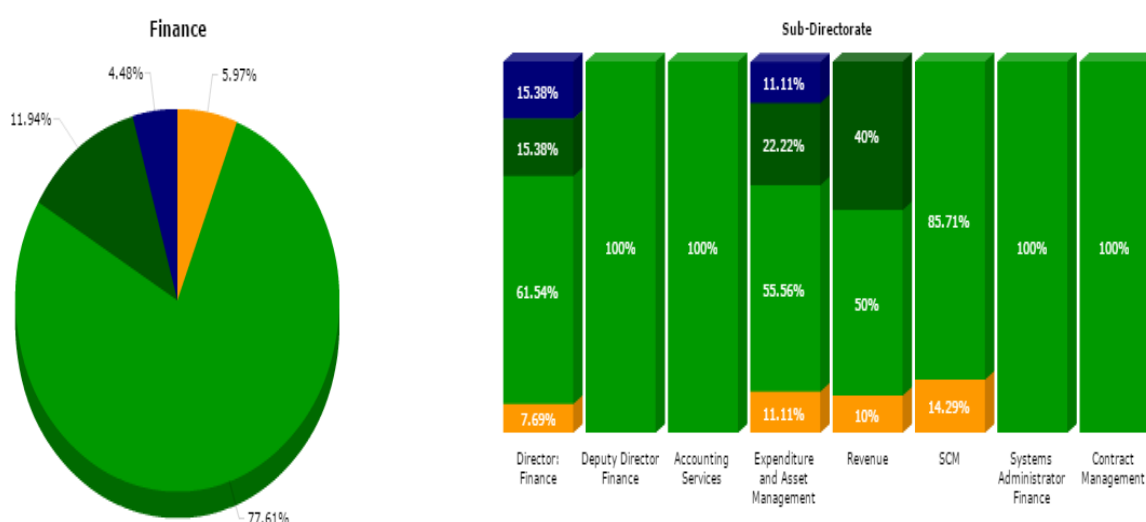
National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality
Municipal Financial Viability and Management	Optimisation of financial resources	Provision of democratic, accountable and ethical governance

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National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Municipal Transformation and Institutional Development	Good governance	Provision of democratic, accountable and ethical governance
Basic Service Delivery	Basic Service Delivery	Provision and maintenance of municipal services
Local Economic Development	Social upliftment and Economic Development	Promotion of tourism, economic and social development Creation and maintenance of a safe and healthy environment

**Table 81.: Functional alignment – Finance**

The following graph indicates the performance of the various sub-directorates within Finance directorate



Finance		Sub-Directorate							
		Director: Finance	Deputy Director Finance	Accounting Services	Expenditure and Asset Management	Revenue	SCM	Systems Administrator Finance	Contract Management
<span style="color: red;">■</span> KPI Not Met	-	-	-	-	-	-	-	-	-
<span style="color: orange;">■</span> KPI Almost Met	4 (6%)	1 (7.7%)	-	-	1 (11.1%)	1 (10%)	1 (14.3%)	-	-
<span style="color: green;">■</span> KPI Met	52	8 (61.5%)	10	11 (100%)	5 (55.6%)	5 (50%)	6	4 (100%)	3 (100%)

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Finance		Sub-Directorate							
		Director: Finance	Deputy Director Finance	Accounting Services	Expenditure and Asset Management	Revenue	SCM	Systems Administrator Finance	Contract Management
	(77.6%)		(100%)				(85.7%)		
■ KPI Well Met	8 (11.9%)	2 (15.4%)	-	-	2 (22.2%)	4 (40%)	-	-	-
■ KPI Extremely Well Met	3 (4.5%)	2 (15.4%)	-	-	1 (11.1%)	-	-	-	-
<b>Total:</b>	<b>67</b>	<b>13</b>	<b>10</b>	<b>11</b>	<b>9</b>	<b>10</b>	<b>7</b>	<b>4</b>	<b>3</b>

**Graph 8.: Finance sub-directorate performance**

### **h) Community Services consists of the following divisions:**

- ➔ Director: Community Services
- ➔ Deputy Director: Community Services
- ➔ Area Management: Gansbaai
- ➔ Area Management: Hangklip/Kleinmond
- ➔ Area Management: Hermanus
- ➔ Area Management: Stanford
- ➔ Housing Administration
- ➔ Operational Management: Gansbaai
- ➔ Operational Management: Hangklip/Kleinmond
- ➔ Operational Management: Hermanus
- ➔ Operational Management: Stanford
- ➔ Special Projects.

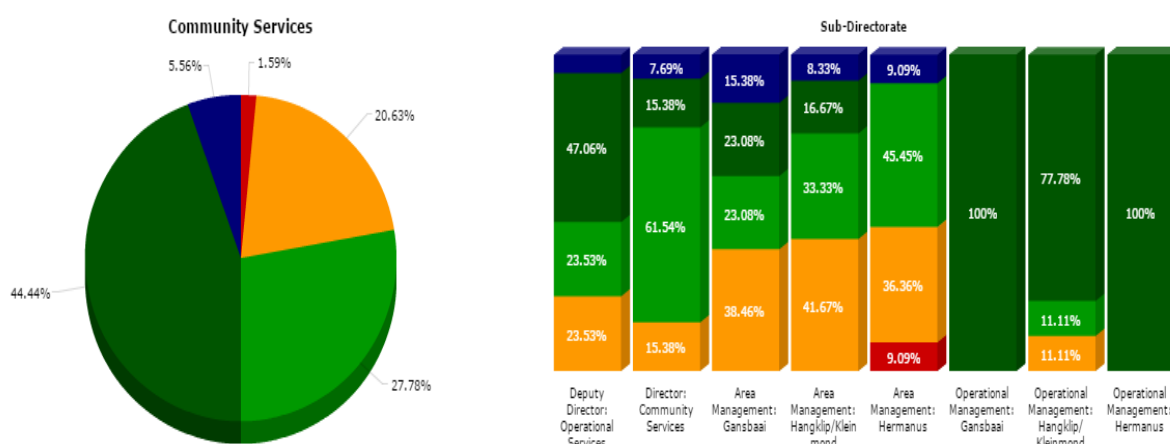
The Operational Key Performance Indicators for Community Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

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National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality
Municipal Financial Viability and Management	Optimisation of financial resources	Provision of democratic, accountable and ethical governance
Municipal Transformation and Institutional Development	Good governance	Provision of democratic, accountable and ethical governance
Basic Service Delivery	Basic Service Delivery	Provision and maintenance of municipal services
Local Economic Development	Social upliftment and Economic Development	Promotion of tourism, economic and social development Creation and maintenance of a safe and healthy environment

**Table 82.: Functional alignment – Community Services**

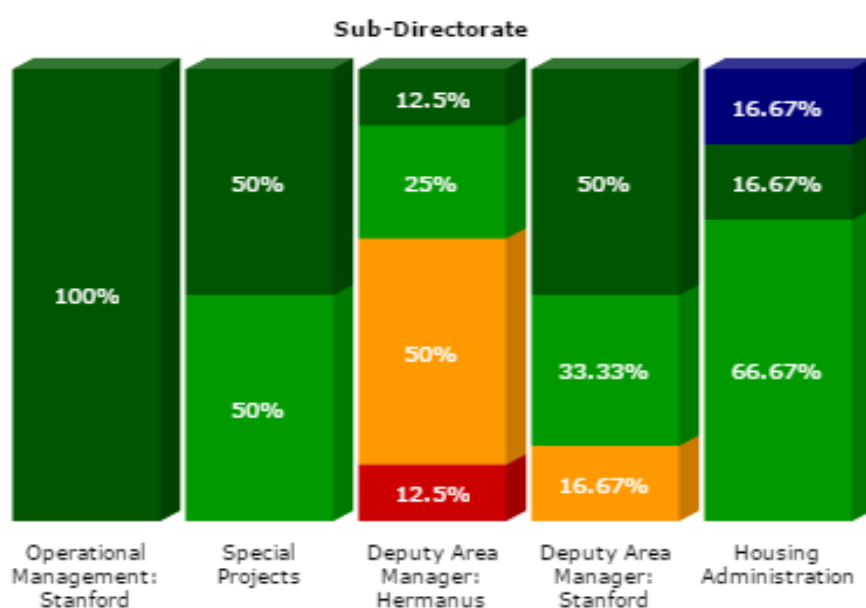
The following graph indicates the performance of the various sub-directorates within the Community Services directorate



Community Services	Sub-Directorate							
	Deputy Director: Operational Services	Director : Community Services	Area Management: Gansbaai	Area Management: Hangklip/ Kleinmond	Area Management: Hermanus	Operational Management: Gansbaai	Operational Management: Hangklip/ Kleinmond	Operational Management: Hermanus

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Community Services		Sub-Directorate							
		Deputy Director: Operational Services	Director : Community Services	Area Management: Gansbaai	Area Management: Hangklip/ Kleinmond	Area Management: Hermanus	Operational Management: Gansbaai	Operational Management: Hangklip / Kleinmond	Operational Management: Hermanus
■ KPI Not Met	2 (1.6%)	-	-	-	-	1 (9.1%)	-	-	-
■ KPI Almost Met	26 (20.6%)	4 (23.5%)	2 (15.4%)	5 (38.5%)	5 (41.7%)	4 (36.4%)	-	1 (11.1%)	-
■ KPI Met	35 (27.8%)	4 (23.5%)	8 (61.5%)	3 (23.1%)	4 (33.3%)	5 (45.5%)	-	1 (11.1%)	-
■ KPI Well Met	56 (44.4%)	8 (47.1%)	2 (15.4%)	3 (23.1%)	2 (16.7%)	-	9 (100%)	7 (77.8%)	9 (100%)
■ KPI Extremely Well Met	7 (5.6%)	1 (5.9%)	1 (7.7%)	2 (15.4%)	1 (8.3%)	1 (9.1%)	-	-	-
<b>Total:</b>	<b>126</b>	<b>17</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>11</b>	<b>9</b>	<b>9</b>	<b>9</b>



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Community Services	Sub-Directorate				
	Operational Management: Stanford	Special Projects	Deputy Area Manager: Hermanus	Deputy Area Manager: Stanford	Housing Administration
<span style="color: red;">■</span> KPI Not Met	-	-	<a href="#">1 (12.5%)</a>	-	-
<span style="color: orange;">■</span> KPI Almost Met	-	-	<a href="#">4 (50%)</a>	<a href="#">1 (16.7%)</a>	-
<span style="color: green;">■</span> KPI Met	-	<a href="#">2 (50%)</a>	<a href="#">2 (25%)</a>	<a href="#">2 (33.3%)</a>	<a href="#">4 (66.7%)</a>
<span style="color: darkgreen;">■</span> KPI Well Met	<a href="#">9 (100%)</a>	<a href="#">2 (50%)</a>	<a href="#">1 (12.5%)</a>	<a href="#">3 (50%)</a>	<a href="#">1 (16.7%)</a>
<span style="color: blue;">■</span> KPI Extremely Well Met	-	-	-	-	<a href="#">1 (16.7%)</a>
<b>Total:</b>	<b>9</b>	<b>4</b>	<b>8</b>	<b>6</b>	<b>6</b>

**Graph 9.: Community Services sub-directorate performance**

### *i) Protection Services consists of the following divisions:*

- ➔ Director: Protection Services
- ➔ Fire Management
- ➔ Law Enforcement and Security Services
- ➔ Traffic Services

The Operational Key Performance Indicators for Protection Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

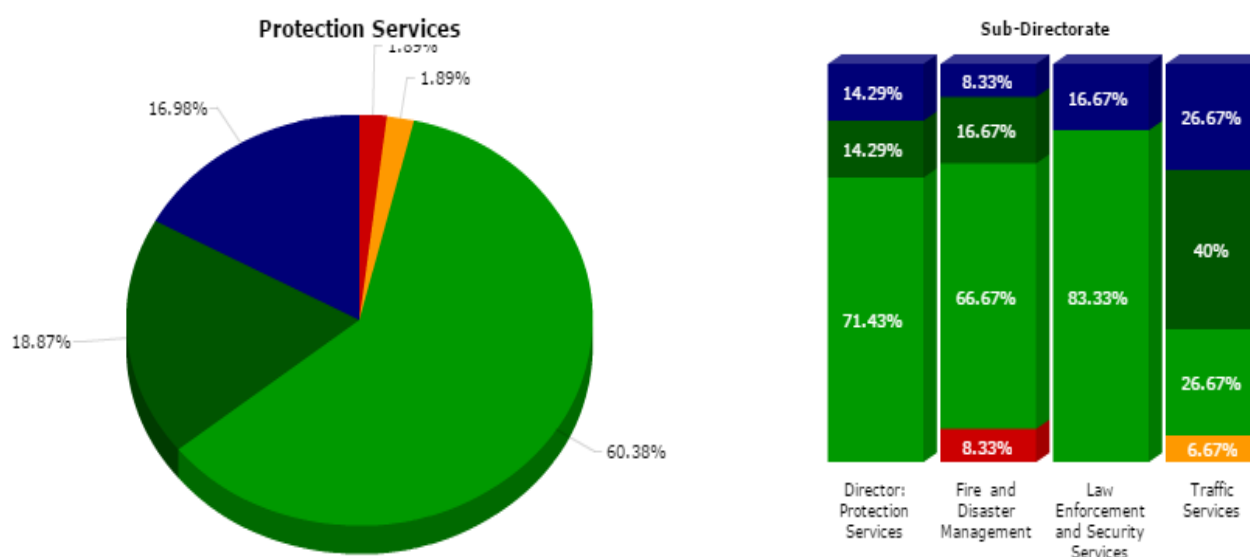
National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality
Municipal Financial Viability and Management	Optimisation of financial resources	Provision of democratic, accountable and ethical governance
Municipal Transformation and Institutional Development	Good governance	Provision of democratic, accountable and ethical governance
Basic Service Delivery	Basic Service Delivery	Provision and maintenance of municipal services

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National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Local Economic Development	Social upliftment and Economic Development	Promotion of tourism, economic and social development  Creation and maintenance of a safe and healthy environment

**Table 83.: Functional alignment – Protection Services**

The following graph indicates the performance of the various sub-directorates within the Protection Services directorate



Protection Services		Sub-Directorate			
		Director: Protection Services	Fire and Disaster Management	Law Enforcement and Security Services	Traffic Services
<span style="color: red;">■</span> KPI Not Met	<u>1 (1.9%)</u>	-	<u>1 (8.3%)</u>	-	-
<span style="color: orange;">■</span> KPI Almost Met	<u>1 (1.9%)</u>	-	-	-	<u>1 (6.7%)</u>
<span style="color: green;">■</span> KPI Met	<u>32 (60.4%)</u>	<u>10 (71.4%)</u>	<u>8 (66.7%)</u>	<u>10 (83.3%)</u>	<u>4 (26.7%)</u>
<span style="color: darkgreen;">■</span> KPI Well Met	<u>10 (18.9%)</u>	<u>2 (14.3%)</u>	<u>2 (16.7%)</u>	-	<u>6 (40%)</u>
<span style="color: blue;">■</span> KPI Extremely Well Met	<u>9 (17%)</u>	<u>2 (14.3%)</u>	<u>1 (8.3%)</u>	<u>2 (16.7%)</u>	<u>4 (26.7%)</u>

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Protection Services		Sub-Directorate			
		Director: Protection Services	Fire and Disaster Management	Law Enforcement and Security Services	Traffic Services
Total:	53	14	12	12	15

**Graph 10.: Protection Services sub-directorate performance**

### *j) Infrastructure and Planning Services consists of the following divisions:*

- Director: Infrastructure and Planning
- Building Services
- Electricity distribution and street lighting: Gansbaai & Stanford
- Electricity distribution and street lighting: Hermanus & Hangklip/Kleinmond
- Environmental Services
- GIS
- Engineering Services
- Town Planning, Spatial Development and Property Administration
- Engineering Planning

The Operational Key Performance Indicators for Infrastructure and Planning Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

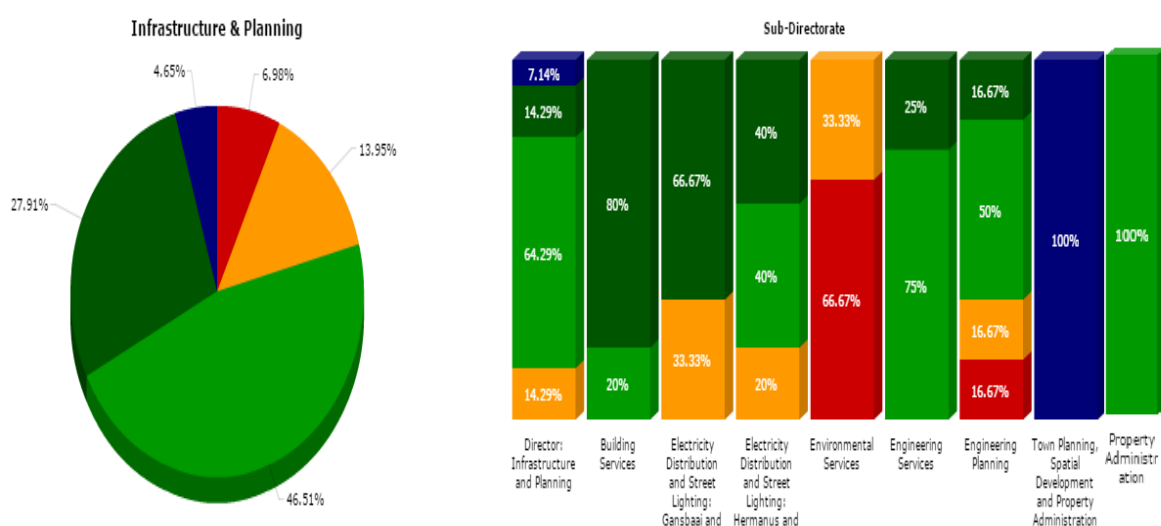
National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality
Municipal Financial Viability and Management	Optimisation of financial resources	Provision of democratic, accountable and ethical governance
Municipal Transformation and Institutional Development	Good governance	Provision of democratic, accountable and ethical governance
Basic Service Delivery	Basic Service Delivery	Provision and maintenance of municipal services

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Local Economic Development	Social upliftment and Economic Development	Promotion of tourism, economic and social development  Creation and maintenance of a safe and healthy environment

**Table 84.: Functional alignment – Infrastructure and Planning Services**

The following graph indicates the performance of the various sub-directorates within Infrastructure and Planning Services directorate



Infrastructure & Planning		Director: Infrastructure and Planning	Building Services	Electricity Distribution and Street Lighting: Gansbaai and Stanford	Electricity Distribution and Street Lighting: Hermanus and Kleinmond	Environmental Services	Engineering Services
<b>KPI Not Met</b>	3 (7%)	-	-	-	-	2 (66.7%)	-
<b>KPI Almost Met</b>	5 (11.6%)	2 (14.3%)	-	1 (33.3%)	1 (20%)	1 (33.3%)	-
<b>KPI Met</b>	19 (44.2%)	9 (64.3%)	1 (20%)	-	2 (40%)	-	3 (75%)

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Infrastructure & Planning		Director: Infrastructure and Planning	Building Services	Electricity Distribution and Street Lighting: Gansbaai and Stanford	Electricity Distribution and Street Lighting: Hermanus and Kleinmond	Environ- mental Services	Engineering Services	
■ KPI Met	Well	<a href="#">14 (32.6%)</a>	<a href="#">2 (14.3%)</a>	<a href="#">4 (80%)</a>	<a href="#">2 (66.7%)</a>	<a href="#">2 (40%)</a>	-	<a href="#">1 (25%)</a>
■ KPI Extremely Well Met		<a href="#">2 (4.7%)</a>	<a href="#">1 (7.1%)</a>	-	-	-	-	-
Total:		43	14	5	3	5	3	4

	Sub-Directorate		
	Engineering Planning	Property Administration	Town Planning, Spatial Development and Property Administration
■ KPI Not Met	<a href="#">1 (16.7%)</a>	-	-
■ KPI Almost Met	<a href="#">1 (16.7%)</a>	-	-
■ KPI Met	<a href="#">3 (50%)</a>	<a href="#">2 (100%)</a>	-
■ KPI Well Met	<a href="#">1 (16.7%)</a>	-	-
■ KPI Extremely Well Met	-	-	<a href="#">1 (100%)</a>
Total:	6	2	1

Graph 11.: Infrastructure and Planning Services sub-directorate performance

k) Economic Development Services consists of the following sub functions (sub directorates):

- ➔ Director: Economic Development
- ➔ LED

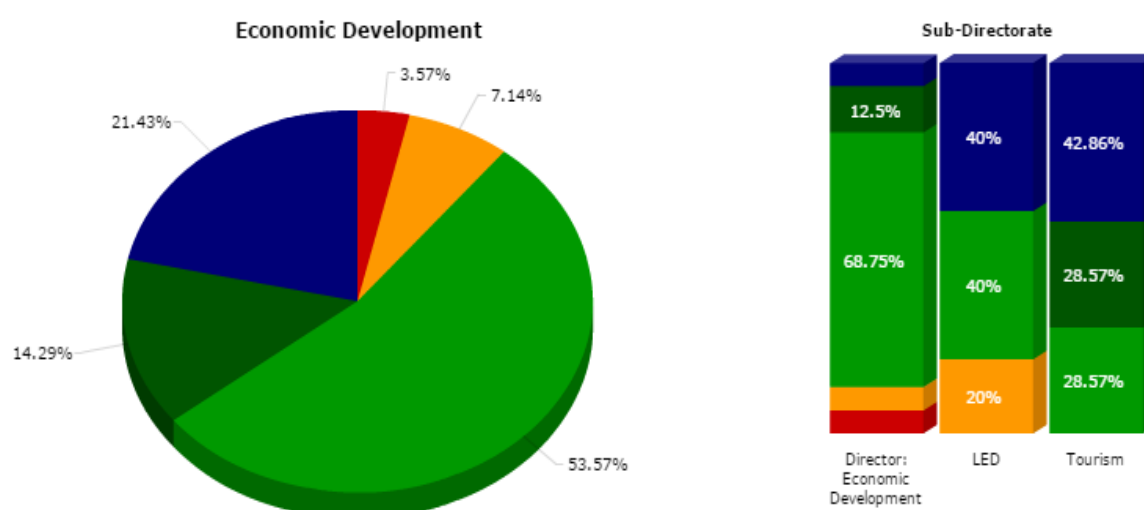
## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

The Operational Key Performance Indicators for Economic Development Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality
Municipal Financial Viability and Management	Optimisation of financial resources	Provision of democratic, accountable and ethical governance
Municipal Transformation and Institutional Development	Good governance	Provision of democratic, accountable and ethical governance
Basic Service Delivery	Basic Service Delivery	Provision and maintenance of municipal services
Local Economic Development	Social upliftment and Economic Development	Promotion of tourism, economic and social development  Creation and maintenance of a safe and healthy environment

**Table 85.:** Functional alignment – Economic Development Services

The following graph indicates the performance of the various sub-directorates within the Economic Development Services directorate



## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Economic Development		Sub-Directorate		
		Director: Economic Development	LED	Tourism
■ KPI Not Met	<u>1 (3.6%)</u>	<u>1 (6.3%)</u>	-	-
■ KPI Almost Met	<u>2 (7.1%)</u>	<u>1 (6.3%)</u>	<u>1 (20%)</u>	-
■ KPI Met	<u>15 (53.6%)</u>	<u>11 (68.8%)</u>	<u>2 (40%)</u>	<u>2 (28.6%)</u>
■ KPI Well Met	<u>4 (14.3%)</u>	<u>2 (12.5%)</u>	-	<u>2 (28.6%)</u>
■ KPI Extremely Well Met	<u>6 (21.4%)</u>	<u>1 (6.3%)</u>	<u>2 (40%)</u>	<u>3 (42.9%)</u>
<b>Total:</b>	<b>28</b>	<b>16</b>	<b>5</b>	<b>7</b>

*Graph 12.: Economic Developments sub-directorate performance*

### 3.3 COMPONENT A: BASIC SERVICES

This component includes basic service delivery highlights and challenges, includes details of services provided for water, waste water (sanitation), electricity, waste management, housing services and a summary of free basic services.

#### 3.3.1 Water Provision

##### a) Introduction to Water Provision

Overstrand Municipality has 8 water schemes, providing water to more than 80 000 residents. Water sources include rivers, dams, boreholes, springs, and fountains. All residents have access to at least a basic water supply service. The top priorities are to develop sufficient sources, adequate treatment capacity, as well as bulk and reticulation system capacity to address the housing backlog and to provide for growth and development in the foreseeable future.

In order to counter the possible effects of climate change and future dry periods, a strategy of diversifying water resources between surface water, groundwater, and eventually waste water re-use and seawater desalination was embarked upon.

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The main projects for 2015/16 included the completion of a multi-year water pipe replacement contract in the Betty's Bay, Kleinmond and Hermanus areas, the refurbishment of the Buffels River Dam intake tower bridge at Pringle Bay, and the upgrading of the Palmiet River weir at Kleinmond. The replacement of ageing domestic water meters continued.

A water demand management strategy is in place as part of the municipality's Turn Around Strategy, with the focus to decrease water losses. Overstrand Municipality obtained Blue Drop status for the Greater Hermanus system in the 2014 Blue Drop Report which was published recently by the Department of Water & Sanitation. Greater Hermanus' Blue Drop score of 96.44% made it the top performer in the Western Cape Province. The municipality's overall Blue Drop score 90.79% put it in 3<sup>rd</sup> position in the Western Cape.

### b) Highlights: Water Services

Highlights	Description
Water Demand Management	Overstrand Municipality scored 100% in the No Drop Assessment Report published by the Department of Water & Sanitation, putting it at the top of the performance list in South Africa. (No Drop is measuring Water Conservation and Demand Management).
Successful Implementation of Water Treatment Operation and Maintenance Support Contract	The operation and maintenance contract for the water treatment plants was awarded to a knowledgeable operator following a lengthy legally prescribed process and the contract was implemented successfully.
Water Pipe Replacement	The next phase of the replacement of ageing water pipes across the Overstrand was completed.
Water meter replacement programme	1403 water meters were replaced.

**Table 86.:** Water Services Highlights

### c) Challenges: Water Services

Description	Actions to address
Continue to reduce the relatively high water losses in areas	Continues with water pipe replacement, leak repairs, pressure management, water meter replacement, and public awareness.
Climate change	Diversifying water resources through further development of groundwater sources, liaising with Overberg Water on the potential Theewaterskloof Dam transfer scheme, waste water reclamation, and eventually seawater desalination.

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

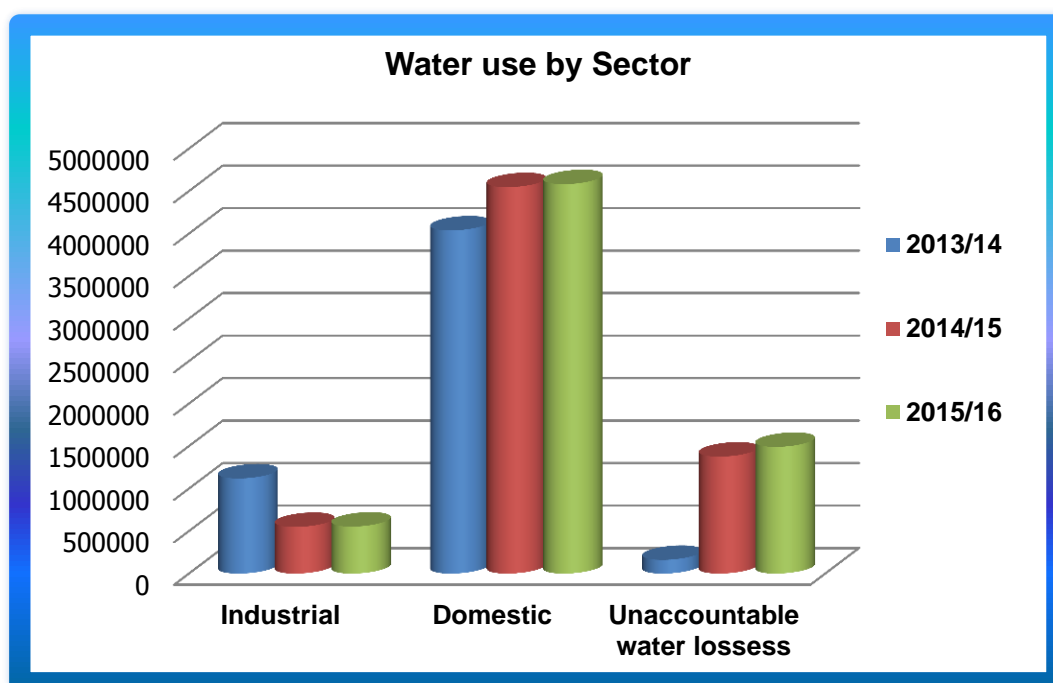
Description	Actions to address
Lack of suitably qualified technical staff	On-going training of staff through implementation and management of the bulk water services support contract.
Ageing infrastructure	Increase the maintenance budget and enhance asset replacement programmes (capital budget).

**Table 87.: Water Services Challenges**

Total Use of Water by Sector (cubic meters)					
Year	Agriculture	Forestry	Industrial	Domestic	Un accountable water losses
2011/12	0	0	1 120 359	4 040 527	1 858 105
2012/13	0	0	1 167 319	4 209 885	1 842 214
2013/14	0	0	1 119 546	4 037 849	1 619 350
2014/15	0	0	549 104	4 546 799	1 376 842
2015/16	0	0	553 132	4 582 163	1 490 912

*The above figures for "Industrial" include commercial, industrial, and "other", being all non-domestic consumption. It is clear that water losses decreased significantly as a result of the water demand management program. The overall water demand also decreased as a result of water demand management and good co-operation from the public.*

**Table 88.: Total use of water by sector (cubic meters)**



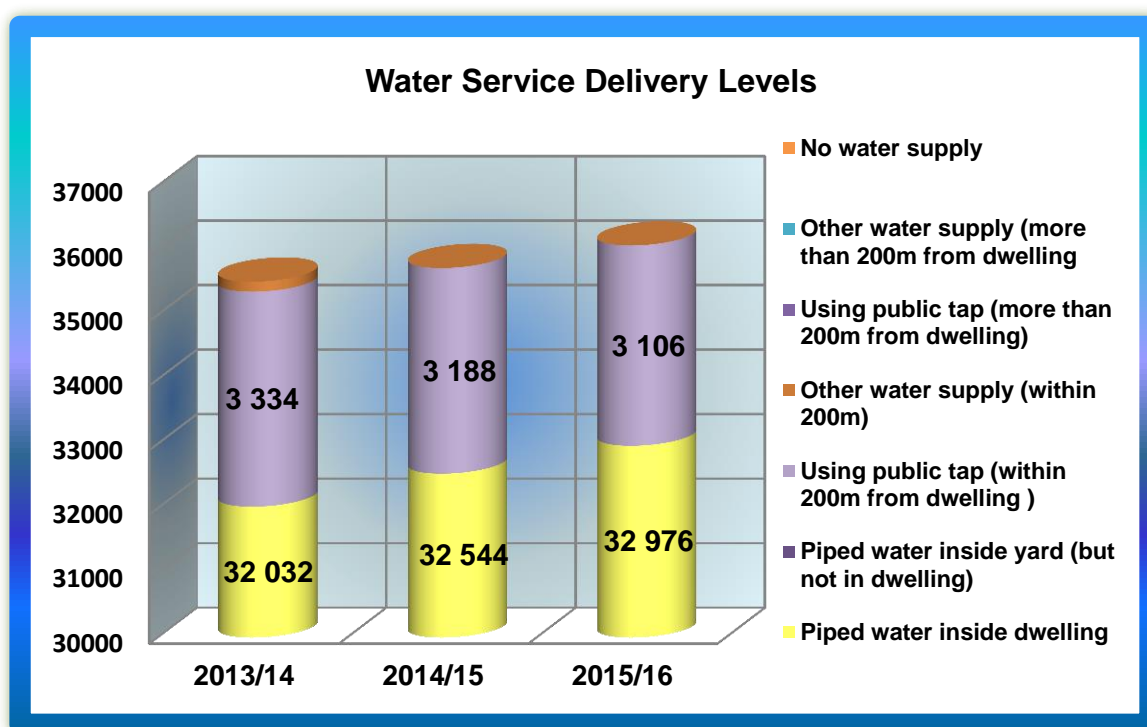
**Graph 13.: Water use by sector**

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Water Service Delivery Levels					
Households					
Description	2011/12	2012/13	2013/14	2014/15	2015/16
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
<b>Water: (above min level)</b>					
Piped water inside dwelling	27 203	27 295	32 032	32 544	32 976
Piped water inside yard (but not in dwelling)	0	0	0	0	0
Using public tap (within 200m from dwelling )	3 449	3 436	3 334	3 188	3 106
Other water supply (within 200m)	199	199	155	0	0
<i>Minimum Service Level and Above sub-total</i>	30 851	30 930	35 098	35 732	
<i>Minimum Service Level and Above Percentage</i>	100	100	100	100	100
<b>Water: (below min level)</b>					
Using public tap (more than 200m from dwelling)	0	0	0	0	0
Other water supply (more than 200m from dwelling)	0	0	0	0	0
No water supply	0	0	0	0	0
<i>Below Minimum Service Level sub-total</i>	0	0	0	0	0
<i>Below Minimum Service Level Percentage</i>	0	0	0	0	0
<b>Total number of households</b>	<b>30 851</b>	<b>30 930</b>	<b>35 098</b>	<b>35 732</b>	<b>36 082</b>
<i>Includes informal settlements</i>					

**Table 89.: Water service delivery levels: Households**

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Graph 14.: Water Service Delivery levels

Access to Water			
Financial year	Proportion of households with access to water points*	Proportion of households with access to piped water	Proportion of households receiving 6 kl free#
2011/12	11.8%	100%	100%
2012/13	11.1%	100%	100%
2013/14	9.9%	100%	100%
2014/15	8.9%	100%	18.3%
2015/16	8.6%	100%	20.8%

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

# 6,000 litres of potable water supplied per formal connection per month

Table 90.: Access to water

### d) Service delivery indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/2015	Overall Performance for 2015/2016
-----	---------------------	-----	---------------------	-------	------------------	-----------------------------------

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

						Target	Actual	R	Corrective Measures
TL4	The provision and maintenance of municipal services	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	All	96%	95%	99%		Target well met
TL5	The provision and maintenance of municipal services	Limit unaccounted water to less than 25% {(Number of kilolitre water purified - Number of kilolitre water sold)/Number of kilolitre sold x 100}	% of water unaccounted for	All	19.33%	25%	20.86%		Target extremely met
TL25	The provision and maintenance of municipal services	Report on the implementation of the Water Service Development plan annually by the end of October 2015	Report submitted	All	1	1	1		Target met
TL39	The provision and maintenance of municipal services	Provision of water to informal households based on the standard of 1 water point to 25 households	The number of taps installed in relation to the number of informal households.	All	3,144	126	138		Target well met
TL40	The provision and maintenance of municipal services	Provision of cleaned piped water to all formal households within 200 m from households	No of formal households that meet agreed service standards for piped water	All	32,544	32,544	32,976		Target well met

**Table 91.: Service delivery indicators: Water services**

Employees: Water Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	25	23	36	34	28	26	2	7
4 - 6	10	8	8	6	5	4	1	20
7 - 9	15	11	11	12	5	4	1	20
10 - 12	13	12	15	15	17	15	2	12
13 - 15	3	2	3	3	2	1	1	50
16 - 18	0	0	0	0	0	0	0	0

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Employees: Water Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
19 - 20	1	1	1	1	1	1	0	0
<b>Total</b>	<b>67</b>	<b>57</b>	<b>74</b>	<b>71</b>	<b>58</b>	<b>51</b>	<b>7</b>	<b>12</b>

*Employees and Posts numbers are as at 30 June.*

**Table 92.: Employees: Water Services**

Recruiting of suitably qualified (Department of Water and Sanitation (DWS) requirements) process controllers at water treatment works is a challenge (a shortage of these skills exists in the labour market). The intensive training and development of process controllers at all the Overstrand treatment plants commenced as part of the bulk water services support contract with Veolia.

Capital Expenditure 2015/16: Water Services					
R' 000					
Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>	<b>16390</b>	<b>15 490</b>	<b>14 232</b>	<b>2 158</b>	<b>16 390</b>
Replacement of OM Water Pipes	9 652	9 652	9 359	(293)	9 652
Refurbish Buffels River Dam Bridge	2 000	2 017	1 011	989	2 000
Water Pumps Contingency	200	200	153	47	200
Baardskeerdersbos Bulk Water Supply	64	46	46	18	46

*Total project value represents the estimated cost of the project on approval by Council*

**Table 93.: Capital Expenditure 2015/16: Water Services**

91.8% of the capital budget for Water for 2015/16 was spent.

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### 3.3.2 Waste water (sanitation) provision

#### a) Introduction to Sanitation Provision

Overstrand Municipality has 5 waste water schemes. All residents have access to at least a basic sanitation service.

The main challenges are to:

Provide sufficient waste water treatment capacity as well as bulk and reticulation system capacity in all the schemes to be able to accommodate future growth and development and the planned new low cost housing projects;

- ➔ extend the waterborne sewer networks in the different towns;
- ➔ extend treatment capacity when growth projections indicate the requirement; and
- ➔ eliminate the tanker truck service over time.

Overstrand Municipality achieved 4 Green Drop compliant scores in the last Green Drop Report published by Department of Water and Sanitation (DWS): Hermanus WWTW, Hawston WWTW, Stanford WWTW, and Gansbaai WWTW. The municipality's last overall Green Drop score was 89.13.



**Sandbaai Sewerage Pump Station: concrete slab constructed for new generator**

#### b) Highlights: Waste Water (Sanitation) Provision

Highlights	Description
------------	-------------

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Highlights	Description
Green Drop status for the Greater Hermanus, Greater Gansbaai, Stanford, and Hawston schemes	The WWTW's mentioned all scored above 90% in the previous Green Drop audit, giving it Green Drop status.
Hermanus sewerage pump stations upgrade	Environmental approval was given for the upgrading of various ageing pump stations in the Hermanus area. Construction commenced in 2015/16.
The next phase of the sewer network extension at Stanford was completed.	The next phase of extending the sewer main pipelines was completed at Stanford.
Upgrade of the Kidbrooke sewer pipeline 2 <sup>nd</sup> phase, Hermanus	The second phase of the upgrade of the Kidbrooke sewer pipeline was completed, following environmental authorization by DEADP.
Eluxolweni Waste Water Treatment Works (WWTW) construction	The new Eluxolweni WWTW at Pearly Beach was completed.

**Table 94.: Waste Water (Sanitation) Provision Highlights**

### c) Challenges: Waste Water (Sanitation) Provision

Description	Actions to address
Provision of adequate treatment capacity in all areas	Upgrade of waste water treatment works when required
Extension of waterborne sewer networks	Elimination of septic tanks by laying new sewer pipe networks and connecting properties to it. Ensure provision of sewer networks for new developments.
Sludge handling according to legislation	Disposal of dried waste sludge in the most efficient way remains a challenge.
Extension of basic services	Improvement of ratio of sanitation facilities to households in informal settlements
Lack of suitably qualified personnel	Training of staff. The training of process controllers is being addressed through the bulk water services support contract.
Lack of knowledge of sewer systems by consumers	Public awareness and training
Ageing infrastructure / lack of maintenance funds	Increased maintenance budget as well as capital for replacement of old infrastructure
Stormwater infiltration into sewer networks	Public awareness and law enforcement
High number of blockages	Repair/replace sections of pipelines and increase public awareness/education on sewerage systems.
Conservancy tanker service	Additional tankers and the replacement of ageing tankers required

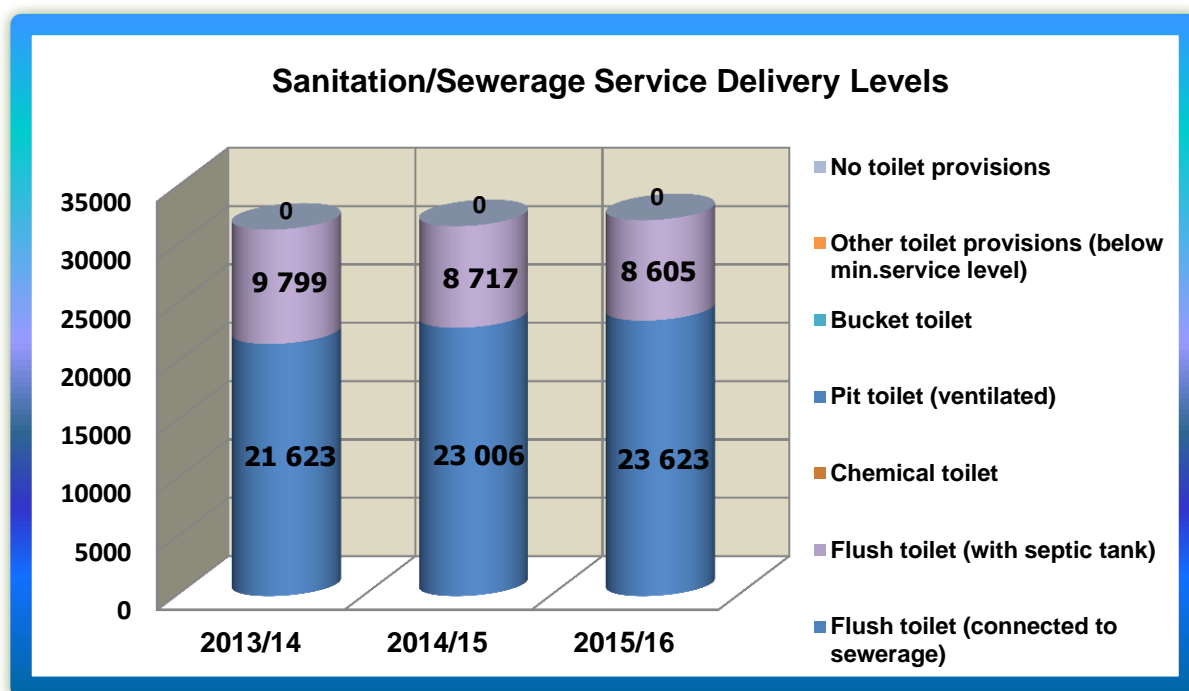
**Table 95.: Waste Water (Sanitation) Provision Challenges**

Sanitation Service Delivery Levels					
Households					
Description	2011/12	2012/13	2013/14	2014/15	2015/16

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
<b>Sanitation/sewerage: (above minimum level)</b>					
Flush toilet (connected to sewerage)	21 205	21 284	21 623	23 006	23 623
Flush toilet (with septic tank)	9 646	9 646	9 799	8 717	8 605
Chemical toilet	0	0	0	0	0
Pit toilet (ventilated)	0	0	0	0	0
Other toilet provisions (above min. service level)	0	0	0	0	0
<i>Minimum Service Level and Above sub-total</i>	30 851	30 930	31 422	31 723	32 228
<i>Minimum Service Level and Above Percentage</i>	100	100	100	100	100
<b>Sanitation/sewerage: (below minimum level)</b>					
Bucket toilet	0	0	0	0	0
Other toilet provisions (below min. service level)	0	0	0	0	0
No toilet provisions	0	0	0	0	0
<i>Below Minimum Service Level sub-total</i>	0	0	0	0	0
<i>Below Minimum Service Level Percentage</i>	0	0	0	0	0
<b>Total households</b>	<b>30 851</b>	<b>30 930</b>	<b>31 422</b>	<b>31 723</b>	<b>32 228</b>
<i>Including informal settlements</i>					

**Table 96.:** Sanitation service delivery levels



**Graph 15.:** Sanitation/Sewerage Service Delivery Levels

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### d) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL3	The provision and maintenance of municipal services	Quality of effluent comply 90% with general limit in terms of the Water Act (Act 36 of 1998)	% compliance	All	88%	90%	87.25%		The 1st and 3rd quarter performances were below 90%, especially as a result of localized operational problems experienced at the Kleinmond and Hawston plants. These problems have been resolved to a large extent, as can be seen from the 4th quarter results. Monitoring and maintenance programs will be continued and intensified where necessary.
TL46	The provision and maintenance of municipal services	The provision of sanitation services to informal households based on the standard of 1 toilet to 5 households	The number of toilet structures provided in relation to the number of informal households	All	3,144	632	724		Target well met
TL47	The provision and maintenance of municipal services	Provision of sanitation services to formal residential households	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	All	31,719	28,102	28,183		Target well met

**Table 97.: Service delivery indicators: Waste Water (Sanitation) Provision**

Employees: Sanitation Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Posts	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	51	49	43	30	30	29	1	3

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Employees: Sanitation Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Posts	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
4 - 6	11	10	10	15	2	2	0	0
7 - 9	16	17	13	16	16	14	2	13
10 - 12	4	2	4	4	0	0	0	0
13 - 15	1	1	0	1	1	1	0	0
16 - 18	0	0	1	1	1	1	0	0
19 - 20	1	1	1	1	1	1	0	0
<b>Total</b>	<b>84</b>	<b>80</b>	<b>72</b>	<b>68</b>	<b>51</b>	<b>48</b>	<b>3</b>	<b>6</b>

*Employees and Posts numbers are as at 30 June.*

**Table 98.: Employees Waste Water (Sanitation) Provision**

Capital Expenditure 2015/16: Sanitation Services					
R' 000					
Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>	<b>8 367</b>	<b>8 360</b>	<b>6 418</b>	<b>(1 949)</b>	<b>8 367</b>
Sewer network extension Stanford	3 000	4 088	3 568	568	3 000
Upgrade of Kidbrooke Pipeline	1 500	1 500	708	(792)	1 500
Upgrading of pump stations	3 547	2 459	1 923	(1 624)	3 547

*Total project value represents the estimated cost of the project on approval by Council*

**Table 99.: Capital Expenditure 2015/16: Waste Water (Sanitation) Provision**

### 3.3.3 Electricity

#### a) Introduction to Electricity

Overstrand Municipality has drawn up a set of Guidelines for the implementation of Small Scale Embedded Generating within the Overstrand Distribution Area. These documents have been approved

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and will take effect on 1 July 2016. Application forms and other necessary documents are available on the Overstrand webpage. ([www.overstrand.gov.za](http://www.overstrand.gov.za))



Overstrand Municipality is committed to quality service delivery to the residents of Overstrand and to the expansion of services to those who never previously had access to these. A sustainable supply of sufficient electricity and energy is vital for the growth and development of Overstrand.

Electricity Reticulation is a Local Government Competence in terms of the Constitution and forms the highest earner of revenue within municipalities. Electricity is also the best tool available to control revenue within the municipality. Eskom's 10% required savings however has a negative impact on revenue.

The Municipality is licensed to sell electricity to customers in its designated area of supply.

In this regard, the Municipality has the following responsibilities:

- Preparing a sustainable business for the future through the promotion of alternative energy sources.
- Planning, designing and operating its network
- Proper metering and recording of customers
- Maintaining an acceptable standard of electricity supply to all customers.

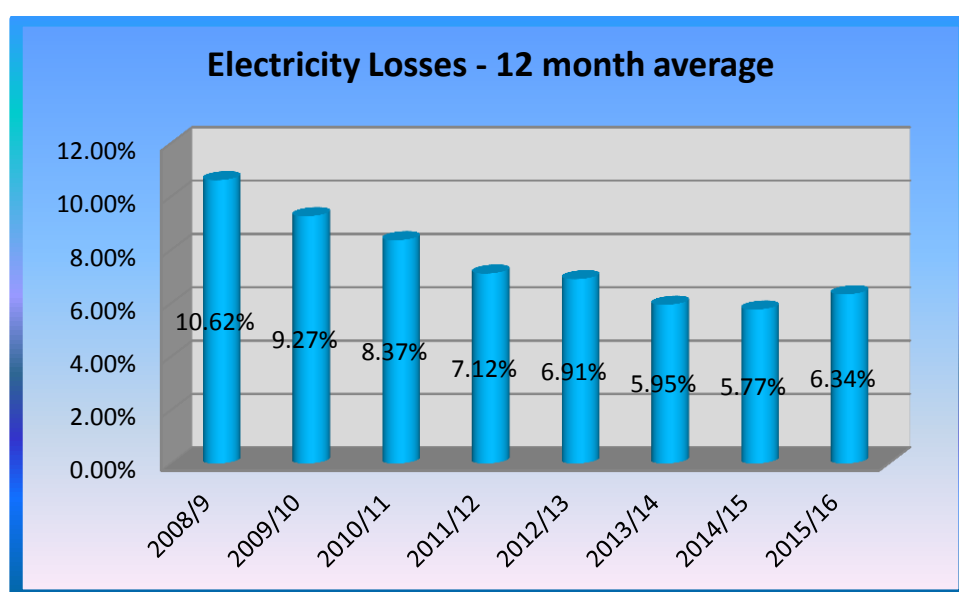
The Municipality is tasked with the provision of a safe and reliable electricity supply to all customers in accordance with its legislated mandate and the relevant national standards and, as such, there is no high or low standard of supply.

Consultants were appointed to update the master plan and previous status report on the electricity infrastructure in the Overstrand area, as well as to verify the correctness and completeness of data on the GIS platform. This updated master plan report must be read in conjunction with the drawings and other information available on the GIS database. The existing electrical infrastructure for all Overstrand areas is shown on the layout drawings as available on the GIS platform.

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### b) Electricity Losses

The electricity losses were determined at 6.34% for the 2015/16 financial year as opposed to the 5.77% in the preceding 2014/15 financial year. Technical losses are calculated at  $\pm 4.9\%$ . In terms of the average electricity losses of 14.5% within South Africa based upon Electricity Distribution entities, this is considered an excellent achievement. A target of 8.5% has been set for the next financial year.



**Swartdam development site B-  
underground electricity reticulation**



**Swartdam development- electricity  
connection in house**

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### c) Highlights: Electricity

Highlights	Description
<p>Franskraal, Kleinbaai &amp; Birkenhead: Medium Voltage (MV)/Low Voltage (LV) and Minisub upgrade</p> <p>Gansbaai: Minisub and MV/LV upgrade</p> <p>Blompark: Low Voltage upgrade</p> <p>Stanford: MV Upgrade</p>	<p>A R 7.85 million project was launched to do upgrading on MV and LV electrical networks in Franskraal, Kleinbaai, Birkenhead, Gansbaai, Blompark and Stanford. The project was completed at end August 2015.</p> <p>The Blompark project consisted of the replacement of old overhead networks with underground networks and new streetlights.</p> <p>The Stanford project entailed the construction of a new main feeder cable between the Eskom sub and Main Municipal substation as well as refurbishment and replacement of various minisubstations.</p> <p>Gansbaai, Franskraal, Kleinbaai and Birkenhead projects consisted mainly of the refurbishment and replacement of minisubstations.</p> <p>Birkenhead also consisted of the replacement of old Overhead lines and pole transformers.</p>
Electrification of low cost housing areas (INEP)	<p>Planning and tendering had been completed to spend grant funds in order to electrify informal and formal house units within Zwelihle. The following sites were electrified in Hermanus: Swartdam A &amp; B (179 erven), Grave yard (172 erven), Sport Field (22 erven) and Garden Site (69 erven) at a cost of R 4,7 million. The project was completed at end February 2016.</p> <p>A R 2,68 million project was launched to electrify 381 informal households in Overhills in Kleinmond. The project was completed at end July 2015.</p>
<p>Hermanus: Main Street to Royal 2nd supply feeder</p> <p>Hermanus: LV Upgrade/ Replacement</p> <p>Kleinmond: MV &amp; LV network upgrade</p> <p>Hawston: LV Upgrade/ Replacement</p>	<p>A R 6,2 million project was launched to do MV and LV electrical network upgrading in Hermanus, Hawston and Kleinmond. The project was completed at end August 2015.</p>

**Table 100.: Electricity Highlights**

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**Opening ceremony of the electrification project in Overhills, Kleinmond**

**Overhead lines and service connections at Overhills, Kleinmond**



**Electricity connection inside dwelling at Overhills project, Kleinmond**

### d) Challenges: Electricity

Description	Actions to address
Electrification of Informal Settlements	Funds are being sought to electrify approximately 5158 units
ESKOM's limited capacity and curbing excessive electricity consumption	South Africa has a shortage of electricity generation, which places an onus on all municipalities to reduce electricity consumption by 10%. Unless existing consumers reduce electricity consumption by 10%, it would be very difficult to connect any new customers. Overstrand Municipality launched a project to curb electricity peak consumption by installing hot water cylinder control units. The installation project is close to completion.
Theft of electricity (tampering), cables and vandalism	Theft and vandalism is a growing concern that amounts to great unforeseen expenses. It amounts to power outages and loss of income. Overstrand Municipality works with SAPS and local law enforcement agencies to address this problem. It is however a nation-wide concern that is somewhat uncontrollable.

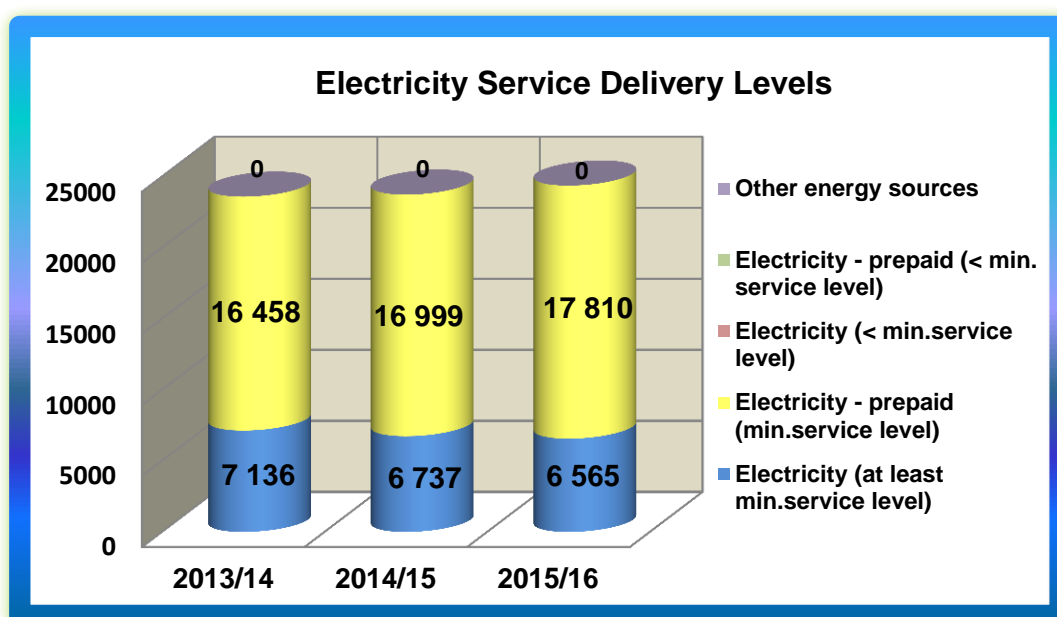
**Table 101.: Electricity Challenges**

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Electricity Service Delivery Levels					
Households					
Description	2011/12	2012/13	2013/14	2014/15	2015/16
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
<b><u>Energy: (above minimum level)</u></b>					
Electricity (at least min. service level)	8 420	7918	7136	6 737	6565
Electricity - prepaid (min. service level)	13 478	14080	16458	16 999	17810
<i>Minimum Service Level and Above sub-total</i>	21 898	21998	23594	23 736	24375
<i>Minimum Service Level and Above Percentage</i>	100	100	100	100	100
<b><u>Energy: (below minimum level)</u></b>					
Electricity (< min. service level)	0	0	0	0	0
Electricity - prepaid (< min. service level)	0	0	0	0	0
Other energy sources	0	0	0	0	0
<i>Below Minimum Service Level sub-total</i>	0	0	0	0	0
<i>Below Minimum Service Level Percentage</i>	0	0	0	0	0
<b>Total number of households</b>	<b>21 898</b>	<b>21 998</b>	<b>23 594</b>	<b>23 736</b>	<b>24375</b>

**Table 102.: Electricity service delivery levels**

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**Graph 16.: Electricity service delivery levels**

Households - Electricity Service Delivery Levels below the minimum							
Households							
Description	2011/12	2012/13	2013/14	2014/15	2015/16		
	Actual	Actual	Actual	Actual	Original Budget	Adjusted Budget	Actual
	No.	No.	No.	No.	No.	No.	No.
Formal Settlements							
<b>Total households</b>	<b>20 098*</b>	<b>21 998</b>	<b>23 594</b>	<b>23 736</b>	<b>24 375</b>	<b>24 375</b>	<b>24 375</b>
Households below minimum service level	0	0	0	0	0	0	0
Proportion of households below minimum service level	0	0	0	0	0	0	0
Informal Settlements							
<b>Total households</b>	<b>3 800*</b>	<b>4 000</b>	<b>3330</b>	<b>3144</b>	<b>2098</b>	<b>2098</b>	<b>2098</b>
Households below minimum service level	1 480	1 100			0	0	0
Proportion of households below minimum service level	39%	28%			0	0	0

**Table 103.: Households - Electricity Service Delivery Levels below the minimum**

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### e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL22	The provision and maintenance of municipal services	Limit electricity losses to 8% or less {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated} × 100}	% of electricity unaccounted for	All	5.78%	8%	6.34%		Target extremely well met
TL43	The provision and maintenance of municipal services	Provision of Electricity: Number of metered electrical connections in formal areas (Eskom Areas excluded)	Number of formal households that meet agreed service standards	All	26,476	20,207	20,467		Target well met

**Table 104.: Service delivery indicators: Electricity**

Employees: Electricity Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	7	28	26	30	32	28	4	12.5
4 - 6	3	6	6	6	7	7	0	0
7 - 9	3	5	10	11	11	9	2	18.18
10 - 12	5	9	12	14	16	15	1	6.25
13 - 15	1	4	6	6	6	6	0	0
16 - 18	1	1	2	2	2	2	0	0
19 - 20	0	0	0	0	0	0	0	0
<b>Total</b>	<b>20</b>	<b>43</b>	<b>62</b>	<b>69</b>	<b>74</b>	<b>67</b>	<b>7</b>	<b>9.45</b>
<i>Employees and Posts numbers are as at 30 June.</i>								

**Table 105.: Employees: Electricity services**

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Capital Expenditure 2015/16: Electricity Services					
R'000					
Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
				R	
<b>Total All</b>	<b>20 101</b>	<b>20 666</b>	<b>16 477</b>	<b>3 624</b>	
Franskraal, Kleinbaai & Birkenhead: MV/LV and Minisub Upgrade	2 600	3 800	3 776	(1 776)	3 776
Gansbaai: Minisub and MV/LV Upgrade	2 700	1 500	1 499	1 201	1 499
Blompark: Low Voltage upgrade	1 000	339	337	663	337
Stanford: MV Upgrade	1 200	1 861	211	989	211
Electrification of low cost housing areas (INEP)	8 000	8 000	8 000	0	8 000
Electrification of Ziphunzana & Thambo Square	400	0	0	400	0
Hermanus: Main Str to Royal 2 <sup>nd</sup> Supply Feeder	471	312	312	159	312
Electrification in Informal areas	462	462	0	462	0
Kleinmond: MV/LV Network Upgrade	960	931	931	29	931
Hermanus: LV Upgrade/replacement	462	973	973	(511)	973
Hawston: LV Upgrae/Replacement	288	438	438	(150)	438
Electrification of Housing Projects	1 558	2 050	0	1 558	0

**Table 106.: Capital Expenditure 2015/16: Electricity Services**

### 3.3.4 Waste management (Refuse collections, waste disposal, street cleaning and recycling)

#### a) Introduction to Waste Management

Overstrand Municipality is delivering a first world solid waste service to the residents of Overstrand and all residents are receiving the service at least once a week. A two bag system is applied, i.e. a black bag for wet waste and a clear bag for recycling. Overstrand Municipality has two material recovery facilities, one in Hermanus and the other one in Gansbaai which is

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operated by private contractors on behalf of Overstrand Municipality. In December pamphlets about recycling were distributed to every household explaining how it works. The aim was to target the holiday makers so that they know how our recycling works and also know what day in the week the recycling and household refuse is removed from the houses. An agreement with the Overberg District Municipality has been reached to lease the operational area of Karwyderskraal to build a new cell for the Overstrand Municipality's account and to operate the cell for its life span. Enviroserv is managing Karwyderskraal Landfill on behalf of Overstrand Municipality. The informal areas are serviced with swing bins and mini disposal sites for the residents to dispose of their refuse. In the disadvantaged areas private contractors are deployed for area and road cleaning. The criteria are that the contractor must stay in the area and is only allowed to employ unemployed people from that area. Although their main purpose is cleaning, they must also do awareness about cleanliness. The three service priorities are to provide a service that is affordable, effective and efficient to the residents. Overstrand Municipality has won the Waste Management Section of the Greenest Town Municipality for three years in a row.



**Baled recyclables ready for the market, saving air space at landfill**

### b) Highlights: Waste Management

Highlights	Description
Greenest Municipality Competition	Winners of the waste management section

**Table 107.: Waste Management Highlights**

### c) Challenges: Waste Management

Description	Actions to address
Illegal dumping	Illegal dumping is still a problem

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Description	Actions to address
To maintain the high standard of waste management with the budget allocated	With all the rising cost of waste management and the aging of the vehicles, it becomes a challenge to maintain the high standard of waste management at an affordable price.
Rehabilitation cost for old landfills	With the changing of the norms and standards for rehabilitation of the old landfills the cost escalated tremendously making it almost impossible for municipalities to rehabilitate the old landfills.

**Table 108.: Waste Management Challenges**

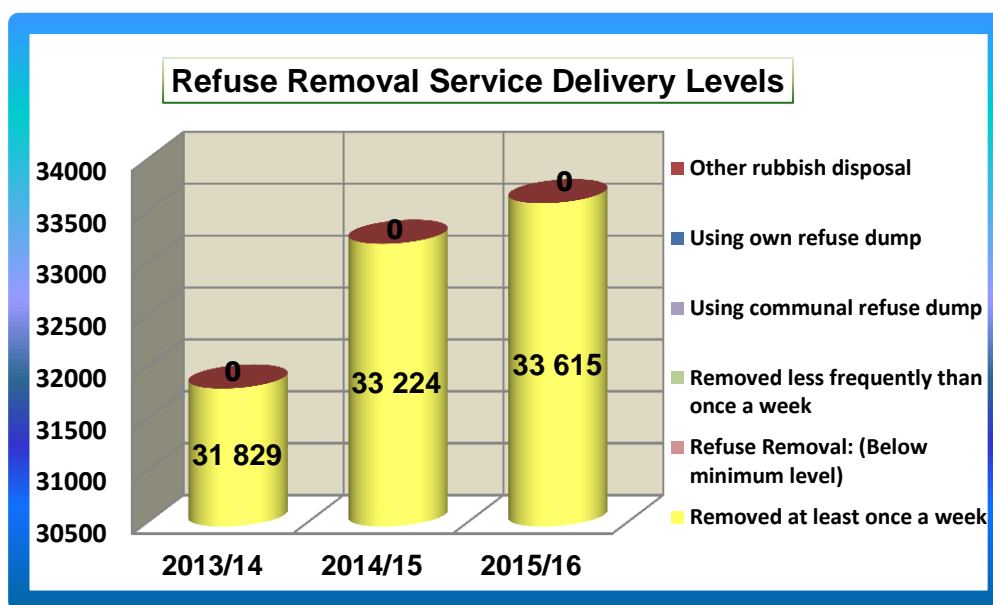
Solid Waste Service Delivery Levels					
Households					
Description	2011/12	2012/13	2013/14	2014/15	2015/16
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
<b>Solid Waste Removal: (Minimum level)</b>					
Removed at least once a week	31 373	31 739	31 829	33 224	33 615
<i>Minimum Service Level and Above sub-total</i>	<b>31 373</b>	<b>31 739</b>	<b>31 829</b>	<b>33 224</b>	<b>33 615</b>
<i>Minimum Service Level and Above percentage</i>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Solid Waste Removal: (Below minimum level)</b>					
Removed less frequently than once a week	0	0	0	0	0
Using communal refuse dump	0	0	0	0	0
Using own refuse dump	0	0	0	0	0
Other rubbish disposal	0	0	0	0	0
No rubbish disposal	0	0	0	0	0
<i>Below Minimum Service Level sub-total</i>	0	0	0	0	0
<i>Below Minimum Service Level percentage</i>	0	0	0	0	0
<b>Total number of households</b>	<b>31 373</b>	<b>31 739</b>	<b>31 829</b>	<b>33 224</b>	<b>33 615</b>

**Table 109.: Solid Waste Service Delivery Levels**



**Excited children at the Swop Shop**

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**Graph 17.: Refuse Removal Service Delivery Levels**

### d) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL41	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all formal households at least once a week	Number of formal households for which refuse is removed at least once a week	All	33,224	30,719	31,132		Target well met
TL42	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all informal households at least once a week	Number of weekly removal of refuse in informal households (Once per week = 52 weeks per annum)	All	3,144	52	52		Target met

**Table 110.: Service delivery indicators: Solid waste management**

Employees: Solid Waste Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)

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	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	91	111	110	111	114	113	0	0
4 - 6	3	4	5	4	4	4	0	0
7 - 9	15	16	15	15	17	16	0	0
10 - 12	2	2	3	2	2	2	0	0
13 - 15	-	-	0	-	-	-	0	0
16 - 18	1	1	1	1	1	1	0	0
19 - 20	-	-	-	-	-	-	0	0
<b>Total</b>	<b>112</b>	<b>134</b>	<b>134</b>	<b>133</b>	<b>138</b>	<b>136</b>	<b>0</b>	<b>0</b>
<i>Employees and Posts numbers are as at 30 June.</i>								

**Table 111.: Employees: Solid Waste Services**

Capital Expenditure 2015/16: Solid Waste Services					
R' 000					
Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
No capital allocation.					
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>					

**Table 112.: Capital Expenditure 2015/16 Solid waste services**

### Capital expenditure on waste management

Due to changes in the norms and standards for rehabilitation of old landfills by the Department of Water & Sanitation, Overstrand had to rethink their approach to rehabilitation. Alternative use for the old dump sites had to be found. The waste of the Pearly Beach dump site was removed to an approved landfill, and waste water oxidation dams were erected on the site, saving the cost of rehabilitation. At the old closed garden and builders rubble site an EIA is on the go to mine the sand and builders rubble for filling and the other waste will go to Karwyderskraal. If the process is approved the landfill mining will continue for approximately 10 years and then the land can be used for housing saving again the municipality the rehabilitation cost.

Waste management provides a good and effective refuse removal service and is coping well with the high season (peak) periods. All Overstrand's solid waste facilities have been issued with permits.

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Overstrand Municipality provides transfer stations and drop off facilities and weekend drop off facilities for the convenience of the community. The municipality has through the years committed themselves to not only the delivery of collection and disposal service for all its residents, but also to Best Environmental Practice. The municipality is also regarded as being on the forefront of waste recovery in South Africa, by means of source separation and separate collection and continues to improve and expand on the current situation.



**Sewage oxidations dams  
build on old Pearly Beach  
landfill**

### 3.3.5 Housing

#### a) Introduction to Housing

The Overstrand Municipality has over the last few years had its portion of in-migration of people, which is a function of the urbanization process. As a result of this in-migration a backlog developed in the provision of housing accommodation. It manifests in the growth in the number of backyard dwellers and in informal settlements that are scattered over the entire municipal area.

To address this problem, a comprehensive strategy has been developed and is in the process of being implemented. An 8-year program of development has been compiled, which addresses this backlog and identifies projects in each area where the need exists for development. The approach has the following main objectives:



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- Firstly to provide basic services in the form of rudimentary services in those areas where it is most needed, namely the informal settlements. This objective has been fully met and the national standard of one tap for every 25 families and one toilet for every 5 families has been achieved.
- Secondly, the upgrading of informal settlements has been made a priority in the 8-year housing program. The first informal settlement to be completely redeveloped was completed during the 2013/14 financial year.

Application for funding has been lodged with the Provincial Department of Human Settlements and approval has been received for the development of the informal settlements in Zwelihle.

The planning for the first phase of the Zwelihle informal settlements (Mandela Square/Garden Site) has been completed by the end of May 2013 and all planning and funding approvals were obtained during the 2013/14 financial year. The project consists of 141 serviced sites, of which the first 58 on Garden Site has been completed during the 2014/15 financial year. The remainder will follow in the 2016/2017 financial year. The second phase of upgrading has been fully approved by the Municipality and the Department of Human Settlements during 2014/15 and development commenced during 2015/16. This consisted of 132 serviced sites on Swartdamweg and 164 serviced sites on the Admin Site on Still Street. Constructions of services commenced during July 2015 and were completed at the end of March 2016. Funding for the construction of 58 BNG units was approved for Garden Site and construction work commenced during May 2016. The units should be completed by the end of the 2016/2017 financial year. Funding approval was received from DoHS for the construction of 250 TRA units on the Admin Site that would temporarily house 250 families whilst upgrading of the informal settlements are in progress. The TRA is a Temporary Relocation Area that will be used over a period of five years to relocate those families in the informal settlements as the phasing of the Zwelihle UISP project is rolled out. An application for Top Structure approval on the Admin Site has also been submitted to DoHS and approval is awaited, whereafter only 39 of the units will be constructed as the first phase.



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Planning for the upgrading of the informal settlements Masakhane and Beverley Hills in Gansbaai has also commenced in the 2012/13 financial year after conditional approval has been received from the Provincial department. EIA Process is currently underway for Masakhane. It is planned that infrastructure development will commence in Beverly Hills during the 2016/2017 financial year. Thirdly, the development of communities through the Integrated Residential Development Program (IRDP and GAP program) has been addressed in the 8-year program in order to reduce the housing waiting list as far as possible. During the 2011/12 financial year two projects were delivered, namely 410 units in Kleinmond and 13 in Betty's Bay. Application for funding for all the areas with people on the waiting list has been lodged with Province and once approval is received, the availability of funding will dictate the tempo of delivery. During the 2012/13 financial year planning approval has been received for the following projects: Hawston, Blompark and Mt Pleasant, and planning for the projects are all under way. The Mt Pleasant planning went particularly well and all planning approvals have been obtained during the 2013/14 financial year. Development of 194 serviced sites commenced during the 2014/15 financial year and all these erven was completed by the end of the financial year. Funding approval for the construction of 172 BNG units was received in the beginning of the 2015/2016 financial year and the units were completed at the end of March 2016. The official hand-over ceremony took place during May 2016. Furthermore funding has been approved for the delivery of 329 erven of the Swartdamweg project, which was 90% completed by the end of the 2014/15 financial year. The remaining sites were completed during 2015/2016 and construction of 48 BNG units on Site A was also completed at the end of March 2016. Handing over of these houses also took place during May 2016. Construction of the remaining 131 BNG units on Site B commenced during May 2016 and the units must be completed by the end of June 2016. 150 of these erven are destined to become available in the GAP market.



All in all, the 8-year program will affect the lives of the 6 000 odd families in need of basic services and housing in the municipal area in order to give them a much better quality of life.

The Municipality finalised the acquisition of 28 ha of land in Stanford in the 2012/13 financial year in order to house people on the waiting list. Planning of this land commenced during the 2013/14 financial year and is currently ongoing. The EIA process is currently being undertaken and it is

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planned that all required Environmental and Planning approvals should be obtained by the end of the 2016/2017 financial year. Planning has been completed for both the Blompark and Hawston IRDP projects and Council approval for the Land Use Planning Applications will be received at the end of July 2016. It is planned that installation of infrastructure will commence during early 2017.

### b) Highlights: Housing

Highlights	Description
Mount Pleasant	172 Breaking New Ground (BNG) units were completed and hand-over ceremony took place during May 2016.
Swartdamweg	48 BNG units were completed and hand-over ceremony took place during May 2016.
Zwelihle	Services of 132 sites were completed on Site C2, Swartdamroad.
Zwelihle	Services of 164 sites were completed on Housing Admin Site.
Informal settlements survey : June 2016	The successful bi-annual survey of the informal settlements – 3133 units were counted and verified.

**Table 113.: Housing Highlights**

### c) Challenges: Housing

Description	Actions to address
Housing waiting list : 7038 (30 June 2016)	Progressive addressing of the housing needs of potential beneficiaries through a number of programs, i.e IRDP ( Integrated Residential Development Programme), UISP (Upgrading of informal settlements Programme), Institutional Subsidy Programme and GAP housing

**Table 114.: Housing Challenges**

Percentage of households with access to basic housing			
Year end	Total households (including in formal and informal settlements)	Households in formal settlements	Percentage of households with access to basic housing
2011/12	31 339	27 918	89%
2012/13	31 736	28 330	89%
2013/14	31 829	28 499	100%
2014/15	32 251	28 472	100%
2015/16	32 294	3133	100%

**Table 115.: Percentage of households with access to basic housing**

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The following table shows the increase in the number of people on the housing waiting list.

Financial year	Nr of applicants on waiting list	% Housing waiting list increase/decrease
2011/12	6 152	3.50% Increase
2012/13	6 402	4.06% increase
2013/14	6 719	4.79% increase
2014/15	6 807	1.30% increase
2015/16	7038	1.39% increase

**Table 116.: Housing waiting list**



**Construction of houses in Mount Pleasant/ Swartdam**

### 3.3.6 Free Basic Services and Indigent Support

#### a) Introduction

The free basic services were funded from the “equitable share” grant received from National Treasury plus an amount from the municipality’s own income as budgeted for in the financial year under review.

The criteria for an Indigent Household is as follows:

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- Indigent households with a property value greater than R220 000 and electricity consumption less than 400kWh
- Indigent households with a property value less than R220 000 and electricity consumption less than 400 kWh (no income restriction)
- Indigent households with a property value less than R220 000 and electricity less than 500kWh (no income restriction)
- Indigent households with a property value greater than R220 000 and electricity less than 500 kWh (income not exceeding the sum of four times the amount of the state funded social pension)

Pre-paid electricity and water flow limited meters were installed in all indigent households at no cost to the consumer.

The Indigent basket indication for 2014/15 and 2015/16:

Financial Year	Equitable Share	Municipal's own Income	Total value of basket
2015/16	605.55	71.45	676.99
2014/15	571.06	63.82	635.07

The following table indicates the percentage of indigent households that have access to free basic municipal services. In accordance with the approved indigent policy of the municipality, all households earning less than **R5 641.00** per month will receive the free basic services as prescribed by national policy.

The table below indicates that **21.46 %** of the total number of households received free basic services in 2014/15 financial year whilst it increased to **23.26%** in the 2015/16 financial year:

Financial year	Number of households								
	Total no of HH	Free Basic Electricity		Free Basic Water		Free Basic Sanitation		Free Basic Refuse Removal	
		No. Access	%	No. Access	%	No. Access	%	No. Access	%
2011/12	31 373	5 852	18.65	5 852	18.65	5 852	18.65	5 852	18.65
2012/13	31 739	6 423	20.24	6 423	20.24	6 423	20.24	6 423	20.24
2013/14	31 829	6 543	20.56	6 543	20.56	6 543	20.56	6 543	20.56
2014/15	32 251	6 923	21.46	6 923	21.46	6 923	21.46	6 923	21.46
2015/16	32 294	7 512	23.26	7 512	23.26	7 512	23.26	7 512	23.26

**Table 117.: Free basic services to indigent households**

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Electricity									
Financial year	Indigent Households			Non-indigent households			Households in Eskom areas		
	No. of HH	Unit per HH (kwh)	Value R'000	No. of HH	Unit per HH (kwh)	Value R'000	No. of HH	Unit per HH (kwh)	Value R'000
2011/12	5 852	50	2 882	25 521	0	0	0	0	0
2012/13	6 423	50	3 495	25 316	0	0	94	50	n/a
2013/14	6 543	50	3 667	25 286	0	0	95	50	n/a
2014/15	6 923	50	4 197	25 328	0	0	116	50	n/a
2015/16	7 512	50	5110	24 782	0	0	123	50	n/a

**Table 118.: Free basic Electricity to indigent households**

Water						
Financial year	Indigent Households			Non-indigent households		
	No. of HH	Unit per HH (kl)	Value R'000	No. of HH	Unit per HH (kl)	Value R'000
2011/12	5 852	6	3 371	19 458	6	9 924
2012/13	6 423	6	3 931	18 983	6	11 618
2013/14	6 543	6	1 649	19 373	0	0
2014/15	6 923	6	1 849	20 880	0	0
2015/16	7 512	6	2 232	20 598	0	0

**Table 119.: Free basic Water services to indigent households**

Sanitation						
Financial year	Indigent Households			Non-indigent households		
	No. of HH	R value per HH	Value R'000	No. of HH	Unit per HH per month	Value R'000
2011/12	5852	700	4 094	25 521	0	0
2012/13	6 423	744	4 779	25 316	0	0
2013/14	6 543	792	5 182	25 286	0	0
2014/15	6 923	840	5 815	25 328	0	0
2015/16	7 512	890	6 686	24 782	0	0

**Table 120.: Free basic Sanitation to indigent households**

Refuse Removal						
Financial year	Indigent Households			Non-indigent households		
	No. of HH	Service	Value	No. of HH	Unit per	Value

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		per HH per week	R'000		HH per month	R'000
2011/12	5 852	1	6 671	25 521	0	0
2012/13	6 423	1	9 934	25 316	0	0
2013/14	6 543	1	10 992	25 286	0	0
2014/15	6 923	1	11 631	25 328	0	0
2015/16	7 512	1	14 180	24 782	0	0

**Table 121.:** Free basic Refuse Removal services to indigent households per type of service

Financial Performance 2015/16 Cost to Municipality of Free Basic Services Delivered								
Services Delivered	2011/12	2012/13	2013/14	2014/15	2015/16			
	Actual	Actual	Actual	Actual	Budget	Adjustment Budget	Actual	Variance to Budget
	R'000							
Water	5 470	6 020	6502	7117	8199	8199	8302	1.25%
Waste Water (Sanitation)	5 046	8 756	9459	10354	11928	11928	12077	1.25%
Electricity	11 665	13 482	14562	15940	18363	18363	18593	1.25%
Waste Management (Solid Waste)	5 903	7 198	7775	8511	9805	9805	9928	1.25%
<b>Total</b>	<b>28 084</b>	<b>35 458</b>	<b>38 298</b>	<b>41922</b>	<b>48296</b>	<b>48296</b>	<b>48900</b>	1.25%

**Table 122.:** Financial Performance 2015/16: Cost to Municipality of Free Basic Services Delivered

### 3.4 COMPONENT B: ROAD TRANSPORT

#### 3.4.1 Roads

##### a) Introduction to Roads

**Rehabilitation of Existing Paved Roads (Zwelihle)- R 5 300 000.00- Phase 1**

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The project comprises of the upgrading of existing gravel and paved brick roads in Zwelihle. The existing gravel roads were in a poor condition due to insufficient drainage structures and its gravel wearing course was severely damaged, due to the high rainfall during winter. The existing paved roads were constructed pre- 1994 and reached its lifespan of 20 years. The paving bricks were uneven, in a poor condition and the riding quality has significantly reduced since installation. The verges between property boundaries and the roads edge consist of sandy material and were not formalised. The existing stormwater system consist of v-channels and open rectangular bricks channels which take up space on the verges leaving little space for pedestrians to walk. It is proposed to upgrade these roads to 4.5m and 5m surfaced width. a Cape Seal (single seal with slurry) will be used as surfacing for the roads.. The project will be completed in the 2016/2017 financial year.



### **Rehabilitate Roads & Upgrade Stormwater Mount Pleasant ( R 6 375 527.00)**



The project comprises of the rehabilitation of various surfaced roads, with a total combined length of approximately 2.8 km, the upgrading of stormwater infrastructure and the construction of sidewalks in Mount Pleasant. A large portion of the existing surfaced roads had no kerbs, edgings and formal sidewalks and contained edge breaks. The following roads were upgraded Orgidee-, Sweetpea-, Daisy-, Violet-, Leeubekkie- , Aster-, Marigold- and Roos Street. Sidewalks were constructed /upgraded at Bluebell-, Jacaranda- , Orgidee -, Sweetpea -, Leeubekkie-, Aster

- and Marigold Street.

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The implementation of the Overstrand's pavement management programme continued. Scheduled repair of potholes in all areas, as well as attending to ad-hoc complaints are conducted by municipal teams with the assistance of a private contractor. The re-assessment of the condition of all surfaced roads was completed and an updated Pavement Management System (PMS) report was presented to the Executive Management Team. The average surface condition of all surfaced roads was rated as good, while the average structural condition of all surfaced roads was rated as very good.

The following lengths of roads were resealed during 2015/16:

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- Gansbaai/Stanford 11.5 km
- Hermanus 10.8 km
- Kleinmond 6.3 km.

### b) Highlights: Roads

Highlights	Description
Upgrading of Roads in Mount Pleasant	The upgrading of roads in Mount Pleasant has been successfully completed.

**Table 123.: Roads Highlights**

### c) Challenges: Roads

Description	Actions to address
Lack of sufficient funding to reduce backlogs	Increase reseal operational funding
Regular price increases of bitumen products	Beyond municipality's control
Deterioration of gravel roads	Provision of storm water infrastructure

**Table 124.: Roads Challenges**

Gravel Road Infrastructure: Kilometres				
Year	Total gravel roads	New gravel roads constructed	Gravel roads upgraded to tar	Gravel roads graded/maintained
2011/12	159	0	1	158
2012/13	158	0	0	158
2013/14	154	0	3	151
2014/15	151	0	0	151
2015/16	151	0	0	151

**Table 125.: Gravel road infrastructure**

Tarred Road Infrastructure: Kilometres					
Year	Total tarred roads	New tar roads	Existing tar roads re-tarred	Existing tar roads resealed	Tar roads maintained
2011/12	293	1	0	20	294

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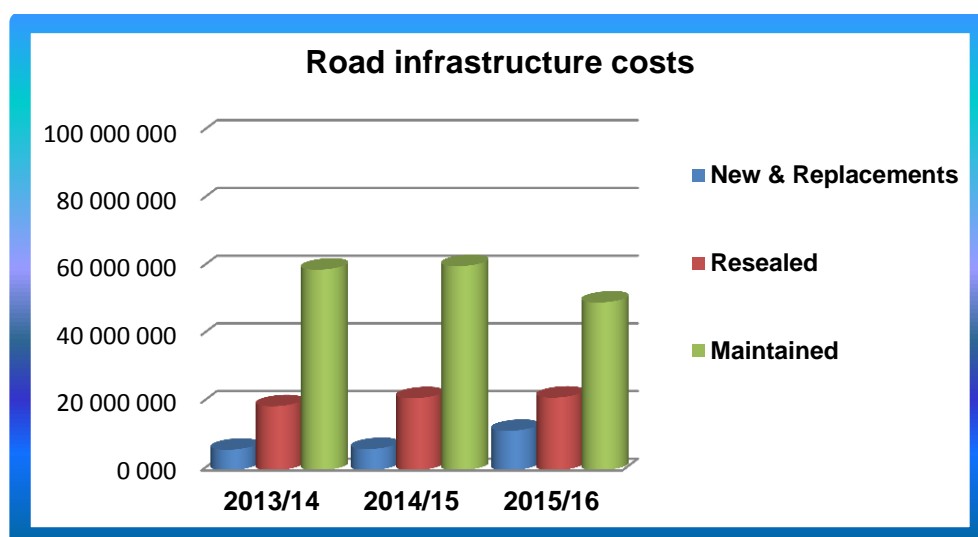
Tarred Road Infrastructure: Kilometres					
Year	Total tarred roads	New tar roads	Existing tar roads re-tarred	Existing tar roads resealed	Tar roads maintained
2012/13	477	0	2,5	33,4	477
2013/14	481	3	1	16,7	481
2014/15	481	0	1	21,1	481
2015/16	494	13	0	24	494

**Table 126.: Tarred road infrastructure**

The table below shows the costs involved for the maintenance and construction of roads within the municipal area:

Financial year	New & Replacements	Resealed	Maintained
	R		
2010/11	2 460 000	21 504 897	4 8136 467
2011/12	3 218 000	20 300 000	4 7758 252
2012/13	13 072 296	20 300 000	54 231 605
2013/14	6 085 270	18 941 618	59 296 662
2014/15	6 300 254	21 309 080	60 326766
2015/16	11 675 527	21 487 239	49 595 906

**Table 127.: Cost of construction/maintenance of roads**



**Graph 18.: Road infrastructure costs**

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### d) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL2	The provision and maintenance of municipal services	m <sup>2</sup> of roads and patched and resealed according to Paveman Management System within available budget	m <sup>2</sup> of roads and patched resealed	All	163,240	100,000	171,881		Target extremely well met

**Table 128.: Service delivery indicators: Road transport**

Employees: Roads								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	58	58	43	46	45	45	0	0
4 - 6	25	25	10	13	16	15	1	6
7 - 9	16	16	11	9	10	9	1	10
10 - 12	5	5	4	6	5	5	0	0
13 - 15	1	1	3	2	2	2	0	0
16 - 18	1	1	2	1	1	1	0	0
19 - 20	0	0	0	0	0	0	0	0
<b>Total</b>	<b>106</b>	<b>106</b>	<b>73</b>	<b>78</b>	<b>79</b>	<b>77</b>	<b>2</b>	<b>3</b>
<i>Employees and Posts numbers are as at 30 June.</i>								

**Table 129.: Employees: Roads**

A shortage of grader operators with suitable experience is hampering the efficient maintenance of gravel roads. In- house training is conducted to transfer skills to existing personnel. Unreliable machinery also poses a challenge.

Capital Expenditure 2015/16: Roads	
R' 000	
Capital Projects	2015/16

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	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>					
Rehabilitation of Existing Paved Roads Zwelihle	4 200 000	5 300 000	5 300 000	1 100 000	6 687 163
Rehabilitate Roads & upgrade Stormwater	6 375 527	6 375 527	6 375 527		6 675 527
<i>Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).</i>					

**Table 130.: Capital Expenditure 2015/16: Roads**

### 3.4.2 Waste water (Storm water drainage)

#### a) Introduction to Storm water Drainage

Various storm water plans have been compiled amongst others, the Masterplan for Franskraal and Blompark Residential Area. The occurrence of flooding was again experienced during the rainy season.

The storm water flooding has further been caused due to insufficient storm water systems in the Overstrand Area and led to damages of residential and business properties.

#### b) Highlights: Waste Water (Storm water Drainage)

Highlights	Description
Compilation of storm water master plans for Blompark & Franskraal	To identify storm water problem areas

**Table 131.: Waste Water (Storm water drainage) Highlights**

#### c) Challenges: Waste Water (Storm water Drainage)

Description	Actions to address
-------------	--------------------

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Description	Actions to address
Backlog in infrastructure provision	Provision to be made on the capital budget for storm water projects
Damage and flooding of infrastructure and properties	Provide storm water infrastructure, worst affected areas being Betty's Bay, Pringle Bay, Franskraal, Hermanus CBD & Industrial areas
More frequent and high intensity storms	Early warning alerts

**Table 132.: Waste Water (Storm water drainage) Challenges**

The table below shows the total kilometers of storm water maintained and upgraded as well as the kilometers of new storm water pipes installed:

Storm water Infrastructure: Kilometres				
Year	Total Storm water measures	New storm water measures	Storm water measures upgraded	Storm water measures maintained
2011/12	557	0	2	557
2012/13	557	1,3		558
2013/14	558	0.861	0	559
2014/15	559	0	0	559
2015/16	559	3	0	562

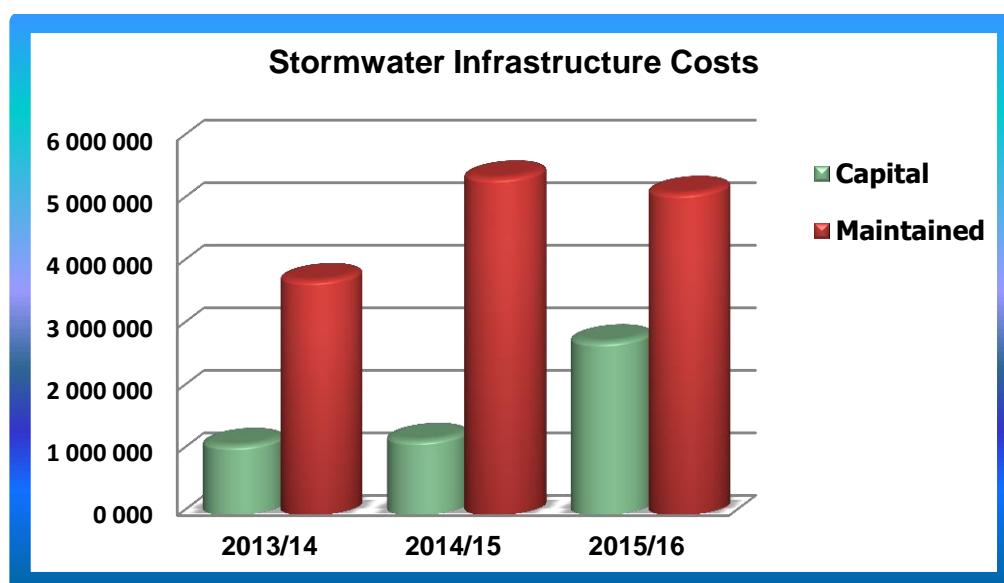
**Table 133.: Storm water infrastructure**

The table below indicates the amount of money spend on storm water projects:

Financial year	Storm water Measures	
	Capital	Maintained
	R	
2011/12	2 818 000	4 710 774
2012/13	5 043 556	5 063 425
2013/14	1 119 586	3 756 320
2014/15	1 200 000	5 397 647
2015/16	2 776 500	5 151 254

**Table 134.: Cost of construction/maintenance of storm water systems**

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**Graph 19.: Storm water infrastructure costs**

Employees: Storm Water (Storm water drainage)								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	12	12	42	33	38	38	0	0
4 - 6	3	4	15	15	17	14	3	18
7 - 9	3	3	7	8	7	6	1	14
10 - 12	0	0	3	5	4	4	0	0
13 - 15	1	1	0	0	0	0	0	0
16 - 18	1	1	1	1	1	1	0	0
19 - 20	0	0	0	0	0	0	0	0
<b>Total</b>	<b>20</b>	<b>21</b>	<b>68</b>	<b>62</b>	<b>67</b>	<b>63</b>	<b>4</b>	<b>6</b>

*Employees and Posts numbers are as at 30 June.*

**Table 135.: Employees: Waste Water (Storm water drainage)**

Capital Expenditure 2015/16: Waste Water (Storm water drainage)	
R'000	
Capital Projects	2015/16

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	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>	<b>2 476 500</b>	<b>2 776 500</b>	<b>2 776 500</b>	<b>300 000</b>	<b>3 976 500</b>
<i>Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).</i>					

**Table 136.: Capital Expenditure 2015/16: Waste water (Storm water drainage)**

### 3.5 COMPONENT C: PLANNING AND LOCAL ECONOMIC DEVELOPMENT

#### 3.5.1 Planning

##### a) Introduction to Planning

The municipality's key planning deliverables in the 2015/16 financial year were to compile the following policies and strategies:

- Heritage and Environmental Overlay Zone Zoning Scheme
- CBD Revitalization Study Phase 2
- Overstrand Municipal Planning By Law.

##### b) Highlights: Planning

Highlights	Description
Heritage and Environmental Overlay Zone Zoning Scheme	Final
CBD Revitalization Study Phase 2	Final
Overstrand Municipal Planning By Law	Adopted

**Table 137.: Planning Highlights**

##### d) Challenges: Planning

Description	Actions to address
Spatial Planning and Land Use Management Act	Aligning decision making and planning processes

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Description	Actions to address
Land Use Planning Act (WC)	Implementation – Planning Tribunal
Coastal Setback Lines	Adopting set back lines in Zoning Scheme

**Table 138.: Planning Challenges**

Applications for Land Use Development					
Detail	2011/12	2012/13	2013/14	2014/15	2015/16
Applications withdrawn	12	6	13	14	16
Applications closed	272	281	14	25	27
Applications outstanding at year end	34	107	159	110	295
Awaiting DEA&DP decision	12	56	35	28	9

**Table 139.: Applications for Land Use Development**

Additional Performance Town Planning and Building Control					
Type of service	2011/12	2012/13	2013/14	2014/15	2015/16
Building plans application processed	1422	1338	1643	1656	2100
Approximate value	R796 880 600	R 809 495 345	R956 715 456	R1 114 368 235	1572 261 468
New residential dwellings	250	216	472 (RDP 180)	349 (RDP 2 + 28 RDP Toilets)	448 + (RDP 270)
Residential extensions	1045	1101	1031	1156	1049
New Business buildings	33	8	8 (2 church & 1 school)	6 (1 school + 1 Old Age home)	11 (1 School)
Rural applications	0	10	2	1	1

**Table 140.: Additional Performance Town Planning and Building Control**

Employees: Planning					
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16

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	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	-	-	-	-	1	1	0	0
4 - 6	4	4	4	4	4	3	0	0
7 - 9	6	6	5	3	6	4	0	0
10 - 12	1	2	1	-	2	2	0	0
13 - 15	6	6	5	5	5	5	0	0
16 - 18	2	2	2	1	2	2	0	0
19 - 20	0	-	-	-	-	-	0	0
<b>Total</b>	<b>19</b>	<b>20</b>	<b>17</b>	<b>13</b>	<b>20</b>	<b>17</b>	<b>0</b>	<b>0</b>
<i>Employees and Posts numbers are as at 30 June.</i>								

**Table 141.: Employees: Planning**

Capital Expenditure 2015/16: Planning					
R' 000					
Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
No capital allocation					
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>					

**Table 142.: Capital Expenditure 2015/16: Planning**

### 3.5.2 Local Economic Development (Including Tourism and Market places)

#### a) Highlights: LED

The following performance highlights with regard to the implementation of the LED strategy are:

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Highlights	Description
Township Development and creation of economic spaces	Integrating transport and economic nodes aimed at beautification of townships to encourage and promote private investment.
Sector support and development	Identify constraints and support programmes to promote key economic sectors such as aquaculture, tourism and agriculture.
Enterprise development and promotion of locally based economic initiatives	Provide training and support / access to resources and livelihoods to strengthen capacity for business improvement. Monitor sector performance and introduce intervention programmes.
Position of the Overstrand through marketing and branding	Positioning the Overstrand as a destination of choice, exposing the brand at local and international shows/exhibitions.  Overstrand Municipality is host to a vibrant tourism centre in the area, experiencing rapid growth in key industries contributing to tourism. Marketing and branding initiatives included exhibits in the following exhibitions: Cape Argus Expo, Cape Getaway Show, JHB Getaway, Indaba and Beeld Holiday Show.
Information, support and mentoring	Collaborate with other spheres of government, developmental agencies and NGO's in supporting and maintaining local initiatives to grow.  Access to funding and other relevant services direct to SMME's. Linkages between the first and second economy.  Mentoring for crafters at the Red Shed, including business and product development with an eventual exit strategy  4 Tourism interns as a support to the LTOs while allowing them to get on the job training in tourism
Informal Sector Development	Supporting the sector, making doing business easy with reduced red tape and provision of trading spaces and infrastructure.  Crafters to Design Indaba – to encourage product development and relationship with the CCDI

**Table 143.: LED Highlights**

### b) Challenges: LED

The following challenges with regard to the implementation of the LED strategy are:

Description	Actions to address challenges
High levels of unemployment and poverty	Implement municipal capital projects through EPWP principles and facilitate an environment that will attract sectors with high value and support industries that yield employment opportunities. Ensure quick response to proposals and cut red tape.
Co-operation with the private sector	Identify joint initiative for leveraging on each other. Introduce Municipal To Business (M2B) initiative by identifying areas inhibiting (red tape) ease to do

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Description	Actions to address challenges
	business. Introduce a Mayoral award for sustainable and responsible projects initiated by the private sector through CSI.
Seasonality	Market the Overstrand as a year round destination through organised packages. Vigorous marketing campaign as a destination of all seasons. Encourage on all year round programmes for festivals and events. Encourage “buy local” campaigns and better business management strategies to cushion businesses from impact of seasonality.
Low skill base, brain drain and inequality	Implement joint programmes with other spheres of government and NGO’s focussing on skills development, learnerships and the promotion of early childhood development promoting the culture of learning at an early age.
Widening gap between the rich and the poor measured the gini-co-efficiency	Work with the private sector and other spheres of government to improve income levels, quality jobs, education and entrepreneurship.
Restrictive environmental aspects	Co-operation between the municipality, responsible government department and the community and introduction of appropriate planning methods that adopts sustainable development as a principle.
Restrictive economy attracting few provincial and national focus enterprises	Conducive business environment taking into consideration business needs – effective and efficient systems to do business in the area. Improve business attraction strategies. Investigate call centre concept and attract institutions of higher learning. Support small businesses
Financial and investment support programmes	Understanding the eco-system of entrepreneurs and financiers to better understand the types of companies suited for the area and which are not. Tapping into government development incentives. Host investment seminars to attract investment including financing houses.
Exporting	Investigate and apply for consideration as an [SEZ] Special Economic Zone to boost export potential. Expand export potential and competitiveness of firms by adopting a Industrial policy.
The changing nature of the way the tourist travels	Working with the local bureaus to address lower booking numbers resulting in less commission. Engaging with private sector on collaborations in order to leverage on their budgets/ experience and improve product offering.
Lack of Transformation in Tourism Business Ownership/opportunities	Access training and opportunities for the previously disadvantaged communities Working with Provincial and National role players to help with the keys to Transformation

**Table 144.: Challenges LED**

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### c) LED Strategy

The Overstrand municipality LED strategy (a fifteen year strategy 2005 – 2015) has come to its end and will be redrafted in line with the new incoming Council and the new IDP. The strategy will be developed with the strategies that propelled and maintained economic growth and further maintained and stabilized unemployment (23% over a period of just over five years) albeit in a different and challenging context in mind. The following strategic options were pursued in the reporting year:

Strategic areas	Description
Infrastructure development	Good and efficient economic infrastructure facilitates a seamless approach to economic growth. It also promotes, encourages and attracts private and community investment. The Overstrand Municipality has amongst other good quality water, roads infrastructure with kilometres of tarred roads and excellent service delivery
Marketing	<p>Marketing and branding of the Cape Whale Coast as a destination of choice is key to economic development in the area.</p> <ul style="list-style-type: none"> <li>Increasing the level of awareness of Overstrand in international and local markets through the Cape Whale Coast brand,</li> <li>Promoting an environmentally responsible tourism industry that will benefit the whole community</li> <li>Increase tourism spend and length of stay</li> <li>Increase visitor numbers outside of peak season</li> <li>Support sustainable and economically viable festivals</li> <li>Online marketing and embracing social media as a platform</li> </ul>
Enabling business environment	<p>Small to medium enterprises constitute a large percentage of businesses in the Overstrand; therefore, the municipality has to always ensure that an enabling environment is created for businesses to prosper. Efficient and affordable destination to set-up a business, setting up friendly legislation with less red tape, approval of town planning applications timeously and providing support and training for new entrants.</p> <p>Red Tape Identification follow up to ensure ease of doing business is achieved demonstrated by decreased number of enquiries and complaints. Red tape is defined as rules, regulations and systems and bureaucratic procedures and processes which impose unnecessary delays and costs which exceeds the benefits and purpose for which they were originally created.</p> <p>Red Tape Action Plan Workshop achieved a high level understanding with local businesses by reducing lead time and improve communication in cases where there was delay. The municipal commitment in this process is critical to the success of economic growth.</p>
Resource and asset management	The Overstrand Municipality has a vast resource of natural resources, heritage and beautiful landscapes. To ensure sustainability, management of these resources and assets is prioritised for long-term investment and realization of the municipal competitive advantage is achieved. Municipal assets such as land and buildings can be a source of achieving maximum economic growth and transformation through better management.
Economies of the poor	Integrating economies of the poor within the main economic hub to ensure participation and shared growth. Ensure availability of developmental services and access to infrastructure and facility that promotes trade.

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Strategic areas	Description
	Township development activities aimed at promoting investment, transport hub including informal trading and beautification of townships. Implement pro-poor tourism strategies. Support the informal economy and promote social capital.
Human resource development	Addressing skills shortage to bolster economic growth, ensuring availability of important services. Skills training aimed at meeting market demands for long term sustainable human development. Skills development initiatives conducted in partnership with NGO's and other public bodies.

**Table 145.: LED Strategic areas**

The table below identifies the economic activity within the different sectors:

Sector	2011/12 (R)	2012/13	2015/16
Agriculture, forestry and fishing	101.0	4%	4%
Mining and quarrying	0.4	0%	0%
Manufacturing	426.0	16%	16%
Wholesale and retail trade	366.6	17%	17%
Finance, property, etc.	793.7	31%	32%
Community and social services	108.8	4%	4%
Infrastructure services	7.3	9%	9%

**Table 146.: Economic Activity by Sector (MERO 2015)**

Economic Employment by Sector		
Sector	2010/11	2014/15
	No.	No.
Agriculture, forestry and fishing	(3 005)	(1804) 8%
Mining and quarrying	(8)	(8)
Manufacturing	572	(92) 9%
Wholesale and retail trade	479	2 634
Finance, property, etc.	2 380	2 380 (47%)
Government, community and social services	996	1 332 (25%)
Infrastructure services	321	321
<b>Total</b>	<b>4 766</b>	<b>6 667</b>

**Table 147.: Economic Employment by Sector**

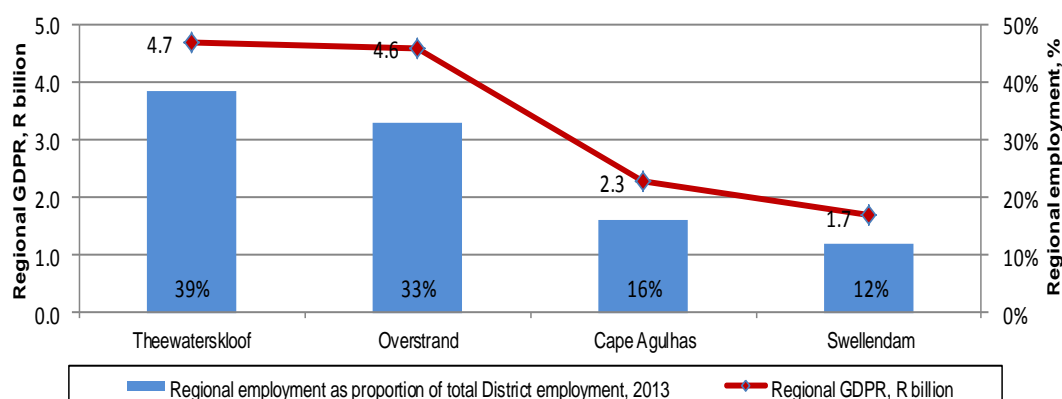
Overstrand Municipality experienced net job losses in Agriculture, Manufacturing, Construction and other sectors. Conversely, Commercial services and Government and CSP experienced net employment, allowing a positive overall net employment of 1 437 in the municipal area.

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Overstrand experienced an increase in labour demand in the categories of highly skilled, skilled and informal employment; semi-skilled and unskilled sector on the other hand registered a decrease in demand. The demand for highly skilled labour grew at 2.3 per cent per annum, while demand for skilled labour increased by 1.1 per cent per annum.

The Overstrand demonstrates a stronger economic growth with diverse economic activities, second to Theewaterskloof in the region (4.6), it accounts for about 33% of the employment rate in the region. It has the most vibrant sub-regional economy, albeit only marginally so compared with the other municipalities. The financial and business services are the leading growth sector and provide more job opportunities.

**Figure 1 Overberg District: Municipal GDPR vs. municipal employment, 2013**



*Municipal Economic Review and Outlook (MERO), 2015*

Source:

### d) Tourism



**Tourism Expo  
and Fernkloof  
Marshalls**

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The global economy improved in 2013 with a 3, 1% increase from 2, 0% in 2012, a gain that contributed to the increase in foreign tourism in SA. The high infrastructure investment in the Overstrand is matched by high growth rate. Tourism related sectors are the fastest growing sectors confirming tourism as a key economic driver in the municipality.

The Overstrand's relative contribution to the OBD's GDP and employment is equivalent to that of the Theewaterskloof Municipality, i.e. 34 per cent of GDP (or R4.6 billion of R13.3 billion) and one third of employment (or 25 200 workers out of 76 220) in all in the Overberg. Boosted by a relatively larger and rapidly expanding commercial services sector, where tourism activities also feature strongly, Overstrand has been able to post strong real GDP growth, averaging 5.4 per cent per annum from 2005-2013.

Developing a calendar of events and festivals that are spread throughout the year to address seasonality and continue with the vibrant economy is one of the key strategies aimed at promoting tourism. Marketing the Overstrand as a destination can help spread economic benefits throughout the towns and ensure continued visit to the municipality. Forging effective partnerships with many different industry players will contribute to the success of marketing the Overstrand as a destination.

Overstrand is host to a vibrant tourism centre in the District which has contributed significantly to the relatively stronger economic growth in the municipality. The municipality has seen growth in economic activities associated with tourism which in return have made a positive impact on the overall economic growth.

Safe to say; given the diverse economic sectors and their resilience to economic meltdown it is noted that growth is likely to remain under pressure during this year due to sustained weaknesses in the global economy. Finance, insurance, real estate and business services sector is the largest and fastest growing sector in the municipality and due to its broadness it contributed to growth during the economic recovery.

Tourism continues to be the key economic driver within the Overstrand and with provincial government deciding to focus on Tourism as the number one industry for job creation. We are ideally situated to leverage on the strategies and plans that are being implemented through their Project Khulisa, Project Phakisa and the Development of Small Harbours (with Hermanus as a tourism hub) amongst other programmes.

The Overstrand municipality with its emphasis on responsible tourism, has a basket of products that perfectly align themselves to the destinations (for example Gansbaai World recognition award as the World Responsible Tourism Destination). Going forward the municipality in partnership with Wesgro

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collaborated on the 3 niche markets emphasised in its marketing strategy namely; Cycling, Food & Wine, and Culture & Heritage.

As a vibrant tourism centre in the District, the Overstrand has been instrumental in working with National and Provincial Tourism, District and the other 3 B Municipalities to create a forum to develop both the brand and the strategic planning for the regional identity.

### Cape Whale Coast Events & Festival Funding 2015/16

<b>Big Blue Festival</b>	R 20 000.00	New chairperson to Hangklip-Kleinmond Tourism Bureau Joe Lategan assisted with an exciting programme bringing new visitors to the area.
<b>Funky Festival</b> <b>Fynbos</b>	R 40 000.00	This Gansbaai festival focuses on family fun and includes the surrounding area like Flower Valley.
<b>Hawston Festival</b> <b>Sea</b>	R 40 000.00	Hosted for the 22nd year this festival offers the best seafood, line dancers, Kaapse Klopse and family entertainment.
<b>Hermanus FynArts</b>	R 40 000.00	This year saw the hosting of two art exhibitions in Zwelihle. For the first time the festival hosted a resident artist, Louis Jansen van Vuuren. Proceeds of the festival wines contributed to the Festival Development Fund. Many prominent artists visited Hermanus and Katlego Maboebe narrated the Youth Day Concert.
<b>Kalfiefee</b>	R 40 000.00	This Afrikaans drama festival offers a few English productions and centres on Onrus and Hermanus with a total of 50 productions.
<b>Overberg Toy Run</b> <b>R15000</b>	R 15 000.00	A motorcycle charity event with family entertainment.
<b>Stanford Village/Street Fair</b>	R 40 000.00	The closing of Queen Victoria Street to host 75 vendors and entertain 2000 visitors.
<b>Stanford Wine Route</b>	R 20 000.00	The launch of this Wine Route. The 2nd Wine Route for the Cape Whale Coast.
<b>Two Oceans Whale Festival</b>	R 60 000.00	Held since 1992 this is the only Eco-Art festival in South Africa and attracted approximately 130000 visitors during the week long festivities.
<b>GRAND TOTAL</b>	<b>R 315 000.00</b>	

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### e) Informal Street Trading

The recent study conducted by DEDAT in the Overberg on the informal sector indicates a 95% confidence level that indicates a vibrant sector that contributes significantly to the GDP and employment in the region. For example the report point to the diverse products and activities the sector offers: Through our entrepreneurial and business support initiatives the aim is to increase the number of economic activities in the active sectors, increase sustainability to operate longer in the market.

#### Product orientated informal business per sector in the Overberg:

Product per sector	Percentage
• Retail food and drinks	39,9%
• Retail attire	20,7%
• Household goods	6,3%
• Personal requirements	3,8%
• Services orientated per sector (micro-manufacturing, personal services, business services and social services)	29,3%
<b>TOTAL</b>	<b>100%</b>

Source: DEDAT 2013, MERO 2013

The survival, sustainability and longevity of the studied informal economy enterprises are considerably high. A relatively small number (10,6%) of enterprises are less than a year old. The majority interviewed had been in operation for between 1-5 years with a further 19,2% operating between 6-10 years and a further 18,8% operating for over 11 years.



The Overstrand municipality has an ever growing informal sector which in many respect compliment the tourism and retail sectors. Informal trade contributes about 12% of the local GDP and has potential to grow.

One of the fundamental reasons for supporting this sector is to acknowledge the sector's relevance and contribution to the economic and social life of the area. This sector provides some income to those who are unemployed, as well as providing an alternative to established traditional formal sector retail options.

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The introduction of systems and controls will continually assist the municipality to assist the sector and its participants to grow into a commercially viable and dynamic sector which contribute to economic development and growth aimed at improving the quality of life of the local people.

Overstrand is amongst some of the municipalities which has provided infrastructure in form of trading stalls for use by the sector including demarcated and dedicated space for trading. This is further linked to transport and economic nodes facilitating easy access to markets.

### EXPANDED PUBLIC WORKS PROGRAMME (EPWP)

The table below identifies the detail of the jobs created through EPWP initiatives in the municipal area:

Job creation through EPWP projects		
Details	EPWP Projects	Jobs created through EPWP projects
	No.	No.
2011/12	34	616
2012/13	36	675
2013/14	25	517
2014/15	29	779
2015/16	22	564

**Table 148.: Job creation through EPWP\* projects**

### EPWP EVENTS FOR 2015/16



**EPWP Community Fire Protection Project**

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- a. Overstrand Fire and Rescue and Disaster Management is currently growing into a more professional Fire Services to ensure an effective and efficient service delivery to the community. For the past year we have introduced a 24/7 service to the community of Overstrand. This also led to a more happier and saver community.

The Project not only equipped the beneficiaries with accredited training but also provided them with the following skills:

- Self-discipline & group discipline
- Basic fire aid and Firefighting skills
- Self-respect and respect to others
- Administrative and Communication skills
- Develop them to become fully qualified and professional firefighters one day
- Develop and promote females to join the Fire Service.

- b. Overstrand success stories - Permanent Employment

The Programme (EPWP) continues to make the intended impact giving beneficiaries opportunities to better their lives by advancing to other permanent job opportunities. Though faced with tracking and monitoring mechanism, some of the beneficiaries ventured in the following field of work as permanent employees

Sector	Focus Area	Project Name	Number of WOs (work opportunities)
Environment and Culture Sector	Waste Management	IG/EPWP Overstrand Waste Removal Project	15
Social Sector	Social Services	IG/EPWP Project Management and Admin Assistance	2
Environment and Culture Sector	Tourism and Cultural Industries	IG/EPWP Tourism Internship Project	5
Social Sector	Social Services	IG EPWP Library Project	1
Social Sector	Social Services	IG/EPWP Enterprise Development Project	7
Social Sector	Community Safety and Security	IG/EPWP Fernkloof Marshall Project	4
Environment and Culture Sector	Sustainable Land-Based Livelihoods	IG/EPWP Mountain Bike Trail Project	3
Environment and Culture Sector	Sustainable Land-Based Livelihoods	Community Fire Protection Project	10
Social Sector	Social Services	IG/EPWP Parking Management Services	51

### e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016
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						Target	Actual	R	Corrective Measures
TL10	The promotion of tourism, economic and social development	Report bi-annually to the Portfolio Committee on LED and Tourism initiatives	Bi-annual report on LED and Tourism initiatives	All	New TL performance indicator for 2015/2016. No comparatives available	2	1		Council in recess, report will be submitted in the next Council Meeting
TL11	The promotion of tourism, economic and social development	Report to Council on Grants to festival organisers through Service Level Agreements (SLA) by end September 2015	Number of reports submitted	All	New TL performance indicator for 2015/2016. No comparatives available	1	1		Target met
TL12	The promotion of tourism, economic and social development	Support 30 SMME's in terms of the SMME Development Programme by 30 June 2016	Number of SMME's supported	All	73	30	59		Target extremely well met
TL13	The promotion of tourism, economic and social development	Raise funds for local economic development through financial and non-financial resources mobilisation	Number of MOU's entered into and amount generated	All	4	3	3		Target met
TL14	The promotion of tourism, economic and social development	Report quarterly to Director LED on linkages established with other spheres of government, agencies, donors, SALGA and other relevant bodies for benefit of local area/Stakeholder engagement and creation of partnerships to broaden economic benefit for local communities	Quarterly report on linkages established. Database of Stakeholders/ No of initiatives	All	4	4	4		Target met

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL15	The promotion of tourism, economic and social development	The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 396 work opportunities)	Number of temporary jobs created	All	512	396	564		Target met well
TL16	The promotion of tourism, economic and social development	Monthly monitor the statistics on the usage of the LED Walk-in Centre (outreach & referral purposes) through the attendance registers	Monthly registers on LED outreach statistics (walk in centre)	All	New TL performance indicator for 2015/2016. No comparatives available	12	12		Target met
TL49	The promotion of tourism, economic and social development	Compile an action plan to improve on the LED maturity assessment	Plan Completed	All	2	1	1		Target met

**Table 149.: Service delivery indicators: Local Economic Development**



**Overstrand Executive Mayor, Nicolette Botha Guthrie (pictured centre) is flanked by the group of jubilant candidates who successfully completed the Driving License Project**

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Employees: Local Economic Development								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 – 3	0	0	0	-	-	-	0	0
4 – 6	0	0	0	-	-	-	0	0
7 - 9	0	0	0	-	-	-	0	0
10 - 12	2	2	4	0	5	3	0	0
13 - 15	1	2	1	1	1	1	0	0
16 - 18	1	0	-	0	0	0	0	0
19 - 20	1	0	1	1	1	1	0	0
<b>Total</b>	<b>5</b>	<b>4</b>	<b>6</b>	<b>2</b>	<b>7</b>	<b>5</b>	<b>0</b>	<b>0</b>
<i>Employees and Posts numbers are as at 30 June 2016</i>								

**Table 150.: Employees: Local Economic Development**

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### 3.6 COMPONENT D: COMMUNITY AND SOCIAL SERVICES

#### 3.6.1 Libraries

##### a) Highlights: Libraries



**Oral history project launch in Hawston**



**Award- Mount Pleasant Library – Western Cape Government's Best Public Library: Children's Services**



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Highlights	Description
100% Spending of library conditional grant	R5, 242,000.00 spent on salaries; R2, 996,930.00 on Kleinmond library upgrade and R83, 070.00 spent on small operational and capital items
Internet facilities	Free internet access to the public especially the learners and students
Friends of the Hermanus Library	Regular coffee shop on Fridays mornings running in the library to promote the Friends of the Library and their fundraising efforts. Promotes new books, introduce local authors and artists to patrons and manage various outreach projects to encourage literacy in schools
Visits to and from primary schools and early childhood development centres (crèches)	Class visits, storytelling sessions, reading and art programmes Programmes and book talks
Awards	Mount Pleasant Library – Western Cape Government's Best Public Library: Children's Services
Extension of Kleinmond Library	Extensions & alterations to the Kleinmond Library in the amount of R5 million have been finalised. The official opening was 15 July 2016.
Friends of the Hangklip Library	Regular fundraising efforts to promote the library. Promotes new books, introduce local authors and artists to patrons and manage various outreach projects to encourage grow in library. Make research material available for members of the public.
Construction of new Satellite Library in Eluxolweni, Gansbaai	The public library service was expanded with the addition of a new satellite library in Eluxolweni, Pearly Beach. The project was supported by the private sector when Avbob donated office furniture, curtains and books to the facility. The facility was commissioned with effect from 1 November 2015 and the official membership already stands on 126 members. This addition is very popular amongst this previously disadvantaged community.
Outreach Events	The libraries in the Gansbaai area aggressively participated in events like casual day and Mandela day and their efforts were appraised by the local community.
Friends of Libraries, Gansbaai	The friends of the library in Gansbaai preferred to be very supportive and active in supporting the local library staff. The partnership is growing from strength to strength.
Internet	Additional components were installed at the Gansbaai Library. The value of internet access is acknowledged in the rapid growth of internet users (especially school learners).
Extension of Hawston Library	An extension of the Hawston Library to the amount of R1m has been approved by the Provincial Department for 2016/2017 financial year.
Oral History Project	The Western Cape Minister of Cultural Affairs, Ms Anroux Marais, envisages rolling out storytelling activities, with the special focus on oral history, to public libraries in the province. The Library Service Management has subsequently identified Hawston to launch the project in December 2015, due to the significant work done and successes achieved in the community.

**Table 151.: Libraries Highlights**

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**The newly upgraded Kleinmond Library**



**Opening of upgraded Kleinmond Library**



**Interior- upgraded Kleinmond Library**



**AVBOB Trolley Library donation to the Papiesvlei Fynbos Academy in Stanford**

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### b) Challenges: Libraries

Description	Actions to address
Finance/Sponsorship	It is very difficult to organize outreach programs with no budget
Outreach campaigns	Need funding for literacy projects
Study space/ Children section	Renovate libraries to cater for study space/ children's section

**Table 152.: Libraries Challenges**

### c) Service statistics for Libraries

Type of service	2011/12	2012/13	2013/14	2014/15	2015/16
Library members	30 539	19 937	47 814	19232	25868
Books circulated	557 767	644 208	863 552	635 901	759862
Exhibitions held	165	234	364	232	242
Internet users	3 678	8119	15 316	7 278	10345
New library service points or Wheelie Wagons	1	1	1	1	0
Children programmes	325	345	463	161	481
Visits by school groups	141	136	629	149	137
Book group meetings for adults	36	33	156	35	41
Primary and Secondary Book Education sessions	128	125	197	176	1179

**Table 153.: Service statistics for Libraries**



**Learners- utilizing the Hermanus Library for their school work**

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**Opening of new Satellite Library in Eluxolweni, Gansbaai with donation from AVBOB**

Employees: Libraries								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	1	0	1	2	2	0	100%
4 - 6	10	12	19	22	24	22	2	92%
7 - 9	1	4	6	4	4	3	1	75%
10 - 12	3	5	5	5	5	5	0	0
13 - 15	0	0	0	0	0	0	0	0
16 - 18	0	0	0	0	0	0	0	0
19 - 20	0	0	0	0	0	0	0	0
<b>Total</b>	<b>14</b>	<b>22</b>	<b>30</b>	<b>32</b>	<b>34</b>	<b>31</b>	<b>3</b>	<b>91%</b>
<i>Employees and Posts numbers are as at 30 June (includes 3 [three] additional people on learnership)</i>								

**Table 154.: Employees: Libraries**

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### 3.6.2 Cemeteries

#### a) Highlights: Cemeteries

Highlights	Description
Neat and clean cemeteries	The appearances of all cemeteries are in good shape.  Very few complaints received regarding the condition of cemeteries as they are reasonably well maintained.
Proper and effective booking and management system regarding burial information	Electronic Burial Management System
Pro-active planning to ensure sufficient facilities	A professional survey was conducted to demarcate grave sites in both cemeteries in Gansbaai in order to ensure optional utilization of available land. The outcome of this exercise will influence the 2016/17 IDP.

**Table 155.: Cemeteries Highlights**



**Hawston cemetery cleaning**

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### b) Challenges: Cemeteries

Description	Actions to address
High water-table	Sub-soil drainage installed at Mount Pleasant graveyard. To assist families to pump out ground water or to provide grave space at an alternative graveyard.
No grave space available at Kleinmond area	Residents of Kleinmond area to make use of graveyard at Hawston and Onrus.
Vandalism	Community awareness and involvement in protection of cemeteries.

**Table 156.: Cemeteries Challenges**

### c) Service Statistics for Cemeteries

Type of service	2011/12	2012/13	2013/14	2014/15	2015/16
Pauper burials	2	1	0	2	0

**Table 157.: Service stats for Cemeteries**

## 3.6.3 Child Care; Aged Care; Social Programmes

### a) Introduction to Child Care; Aged Care; Social Programmes



**Mount Pleasant- Afterschool programme**

Early Childhood Development (ECD) is a universal right and access to ECD services has significant benefits to children, their families, communities and the country as a whole. ECD is thus recognized as a key intervention in addressing South Africa's two key developmental challenges: inequality and poverty.

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Given this key developmental role, ECD has been identified as a key strategic objective of the Overstrand Municipality. From a vulnerable group's perspective, ECD also provides employment opportunities to women and youth. Despite ECD being a key strategic objective, the municipality is aware of the other social challenges facing our communities. There is a growing number of unemployed youth, teenagers who fall pregnant, others who drop out of school, some get involved with drugs, gangs and other illegal activities. Women continue to be marginalized or discriminated against whether it is directly or indirectly, driven out of anger, fear, culture or tradition, we have a long way to go to realize a society of gender equality. The perils of HIV/AIDS continue to plague our communities. People with disabilities are not offered the opportunities they deserve, for many of them our society still very much discriminates against them. The Overstrand municipality has the highest percentage of elderly people in relation to its population in South Africa. Many of them have come here to live out their remaining days in the tranquil serenity of the Overstrand, for others survival has become a daily challenge.

Whether it is children, youth, women, people with disabilities, elderly or people living with HIV/AIDS the struggle for survival increase when economic prosperity decrease. For all of these vulnerable groups the key challenge is to create the necessary environment, directly through service delivery and through partnerships, where opportunities for vulnerable groups can flourish. Meaningful change can only occur if this enabling environment is created through the cooperation of the different spheres of government and the various departments, non-government organisations, businesses, and willing community members.



**Hou Moed- Yomelelani ECD centre upgrade**

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### c) Highlights: Child Care; Aged Care; Social Programmes

Highlights	Description
Early Childhood Development	<ul style="list-style-type: none"> <li>→ All three of the registered ECD programmes currently being rolled out in the Overstrand currently receive funding from the Department of Social Development</li> <li>→ Through our partnership with a local NGO we have also assisted with the roll-out of the ECD programmes to more than 8 crèches that had no programmes in place.</li> <li>→ We have also availed training space for another organization that provides free accredited ECD training and a registered programme to ECD practitioners in the Overstrand.</li> <li>→ A community facility was recently upgraded to increase capacity of an existing ECD center from 76 - 140 children with the assistance of the private sector.</li> </ul>
16 Days of Activism	<ul style="list-style-type: none"> <li>→ All the municipal staff was involved with the campaign. Administrative personnel received a white ribbon to wear as well as a silicone bracelet. External staff received a T-Shirt with the message - "protect our women and children" a message that they will carry in our communities 365 days.</li> </ul>
Child Care	<ul style="list-style-type: none"> <li>→ Three crèches are planned for construction in the next 3 years</li> <li>→ We are in the process of reviewing child care facilities as municipal service with a view of improving service delivery.</li> <li>→ We have partnered with a programme implementer on an afterschool programme at a primary school where 120 children receive food, academic support and recreational opportunities 5 days a week from 14:00 -17:00.</li> <li>→ Three ECD centres were supported with ECD practitioners funded on EPWP principles.</li> <li>→ Fire safety equipment and emergency signs was installed at four crèches in the Gansbaai area to enable them to get fire clearance certificates for registration.</li> </ul>
Disability	<ul style="list-style-type: none"> <li>→ People with disabilities participated in the prestigious Overstrand Sports Festival. All the sporting codes had their finals on the day which included the wheelchair domino teams who competed for the disability trophy on the same day at the same venue amongst the rugby, soccer and cricket teams. Nineteen teams (of two each) competed in the domino finals. Since their inclusion in these games domino's gained official league status in the Overstrand. The Eagles from Mount Pleasant was victorious in this year's final.</li> </ul>
Youth	<ul style="list-style-type: none"> <li>→ Youth Against Crime Imbizo was held in Gansbaai with various government and community stakeholders taking part.</li> </ul>
Elderly	<ul style="list-style-type: none"> <li>→ The Social Development department of the municipality, in cooperation with libraries in Hawston and Mount Pleasant created opportunities for the elderly to get together at</li> </ul>

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Highlights	Description
	<p>these libraries to share their history and recipes.</p> <p>→ The elderly and disabled compete alongside each other in the Overstrand Sports Festival.</p>
Children	<p>→ In partnership with the Department of Education we hosted a two day Education Imbizo.</p> <p>→ The Overstrand Junior Town Council</p> <p>→ The 16 Days of Activism Campaign (25 November - 10 December) against the abuse of women and children was promoted through the distribution of promotional material by the mayor and tourism officials from the various administrative areas. Sixty promotional packs were handed out by the mayor to motorists at road blocks in each of the following towns: Kleinmond, Hermanus, and Gansbaai. A total of 180 promotional packs were distributed in this way. Another 80 promotional packs were distributed in the Gansbaai area by the Ward Councilor. The slogan for the 2015 campaign was "Protect our most valuable assets."</p>
Substance Abuse	<p>→ The Overstrand Municipality has established a Local Drug Action Committee that is still functional.</p> <p>→ The municipality hosted a two day substance abuse training workshop for stakeholders from the community to increase capacity on the ground.</p>

**Table 158.: Child care; Aged care; Social programmes Highlights**

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/2015	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL33	The promotion of tourism, economic and social development	Establish a LDAC (Local Drug Action Committee) in terms of the Prevention and Treatment of Substance Abuse Act by August 2015	Established LDAC	All	New performance indicator for 2015/2016. No comparatives available	TL 1	No 1		Target met

**Table 159.: Service delivery indicators: Social Development**



**Junior Town Council visits Parliament**

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### d) Challenges: Child care; Aged care; Social programmes

Description	Actions to address
There is a general lack of intergovernmental cooperation, in the delivery of social programmes in the Overstrand.	Cooperation with the Department of Social Development remains challenging.
The Overberg District municipality no longer performs Social Development Functions. Local municipalities are required to implement own initiatives	We are engaging with SALGA, and working with local community based organisations.
The municipal social development department is under staffed	We are forming partnerships with role players to assist in the delivery of programmes. The Department and Directorate will also motivate for additional posts to be created for the department.

**Table 160.: Child care; Aged care; Social programmes Challenges**

### e) Service Statistics for Child Care; Aged Care; Social Programmes

Child care; Aged care; Social programmes					
Description	2011/12	2012/13	2013/14	2014/15	2015/16
Trees planted	160	153	2 (during holiday programme)	800	80
Veggie gardens established	0	0	0	0	0
Soup kitchens established or supported	0	0	0	0	0
Initiatives to increase awareness on child abuse	1	2	1	1	1
Initiatives to increase awareness on disability	2	2	3	3	1
Initiatives to increase awareness on women	2	1	2	2	1
Initiatives to increase awareness on HIV/AIDS	2	1	0	1	0
Initiatives to increase awareness on Early Childhood Development	2	2	112 (libraries ECD reading program 3	2	3

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### Child care; Aged care; Social programmes

Description	2011/12	2012/13	2013/14	2014/15	2015/16
			times a week)		
Special events hosted (World's Aids Day, World Arbour day, World Disability Day, Youth Day, 16 Days of activism against women abuse)	3	3	3	16 (8 Arbour day Events)	4

**Table 161.:** Service statistics for Child care; Aged care; Social programmes

### Employees: Child care, aged care, social programmes

Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	0
4 - 6	0	0	0	0	0	0	0	0
7 - 9	0	0	0	0	0	0	0	0
10 - 12	0	0	0	0	0	0	0	0
13 - 15	1	1	1	1	1	1	0	0
16 - 18	0	0	0	0	0	0	0	0
19 - 20	0	0	0	0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>

*Employees and Posts numbers are as at 30 June.*

**Table 162.:** Employees: Child care, aged care, social programmes

### 3.7 COMPONENT E: ENVIRONMENTAL PROTECTION

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

#### 3.7.1 Introduction to Environmental Protection

The long-term **vision** for the future is to “manage, protect and sustainably use the natural assets of our areas, in partnership with the relevant communities, to preserve and ensure the continued existence of our rich biodiversity and its associated ecological



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processes and services of our environment”.

Our **mission** is to “conserve the rich biodiversity, diverse natural ecosystems and cultural heritage characteristics of our environment through the implementation of management programmes that have clearly defined management goals and objective for the enlightenment, enjoyment and benefit of present and future generations”.

The Environmental Management Section is divided in two units;

- 1) Biodiversity Conservation
- 2) Environmental Planning

With additional units funded by the EPWP Programmes;

- 3) Working for Water Programme
- 4) Working for the Coast Programme

### **1) The Biodiversity Conservation Section strives to achieve the following:**

- ➔ To ensure declared protected area status for Nature Reserves in terms of the NEM:PAA.
- ➔ To institute invasive alien vegetation clearing and management according to the APO.
- ➔ To lead a better understanding, appreciation, use and conservation of the limited natural resources within OSM (including biodiversity, soil, water and energy) by the owners and staff of, and visitors to OSM.
- ➔ To promote the conservation of the environment (biophysical, socio-economic and cultural-historic characteristics) by formally entering into Stewardship Programmes and /or Conservation Management Agreements with neighboring property owners.
- ➔ Overstrand Municipality is a member of the Greater Overberg Fire Protection Association which includes the Groot Hagelkraal, Babilonstoring and Theewaters-Groenland Fire Protection Associations. Attention must be devoted to the development and signature of Memoranda of Agreement with these associations in order to facilitate communication and co-operation between the parties to the agreement.
- ➔ To promote and continue with the integrated management of Reserves and natural areas by the Municipality in partnership with current and any other NGO's which may be formed who wish to be involved with the management of the natural areas in OSM.
- ➔ To develop and maintain high quality visitor infrastructure, facilities and recreational activities along sound financial lines.
- ➔ To manage the ecological integrity of priority ecosystems within public open spaces and nature reserves by reinstituting proper fire management regimes;

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### **2) The Environmental Planning Section strives to achieve the following:**

- ➔ Environmental Officers assist the regional building control committees with respect to the reviewing of building plans, land use applications and environmental impact assessment applications. This service continually promotes communication with respect to the environmental impacts associated with development processes and facilitates the implementation of environmental impact assessments in realization of the environmental rights of the citizens of the Overstrand region. The Environmental Planning Section facilitates communication between the public and the National and Provincial spheres of government and furthermore provides ecosystem management information services for stakeholders in each administrative region.
- ➔ The Environmental Planning Section has appointed a consultant to assist with the compilation of an Environmental Management System. An Environmental Management System is that part of an organisation's overall management structure and arrangements that addresses the immediate and long-term impact of its activities, products, services, facilities and process on the environment. By implementing an EMS the Municipality seeks to instill "Good Practice" procedures in the operational aspects.

### **3) Working for Water Programme:**

The Working for Water Programme which is a subsection of the Environmental Management Section, has cleared 1496 ha of privately and state owned alien infested properties during the 2015/2016 financial year. The total budget was R1.2 million and 5279 person days were generated with this external funding from the National Working for Water Programme.



### **4) Working for the Coast Programme:**

The Environmental Section, in partnership with the Working for the Coast Project, played an important oversight role in the maintenance of existing infrastructure in all coastal zone areas during the 2015/16 financial year, with 99 temporary beneficiaries employed. Due to financial constraints in the National EPWP Programme, the project was unable to continue and ended in May 2016. The Programme has stopped for 6 months and will continue in December 2016. The total expenditure up to date is R2 million and the total project budget allocated to the Overstrand project for the two year WftC cycle was R14,2 million.

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Overstrand Municipality has addressed the cleansing and cleaning of public beaches as well as the maintenance of infrastructure (signs, trails, paths, benches, ablutions, boardwalks and bridges) in the coastal zone and coastal nature reserves by means of the Working for the Coast Programme. The WftC Programme does not only assist with infrastructure maintenance but also funds coastal monitors who assist with coastal patrols, data collection and biodiversity management along the coastline.

### 3.7.2 Strategic Planning

The Integrated Management Plan for the Fernkloof Nature Reserve was drafted during the course of the financial year and was advertised for public comment. A special meeting of the Fernkloof Advisory Board was convened to discuss comments that were received and the results of the review session were submitted to the Environmental Consultants for the amendment of the final document. The final Draft was placed under review at the end of the period in order to prepare an item to Council for the adoption of the Integrated Management Plan as a sectoral plan within the IDP for the Overstrand Municipality. The final draft has not yet been finalized and specific information still needs to be verified before the plan can be submitted to council for approval.



Urban Dynamics Western Cape in association with Duncan Heard Environmental Consulting Services were appointed to develop an Environmental Overlay for the Overstrand Municipality, which will assist in the identification of properties with biodiversity value which should be protected under the provisions of the Overstrand Wide Zoning Scheme. This planning scheme will focus specifically on the management of coastal areas, the buffer areas surrounding Local Nature Reserves and priority biodiversity corridors in urban areas. The Overlay Zone will also identify all areas of conservation importance that need to be managed by the Environmental Section. The Environmental Section has assisted the Environmental Consultants with detailed information in order to prepare a first draft. The process of developing an Environmental and Heritage Overlay Zone will give more protection to the environment without infringing on people rights. The Overlay will be advertised for public participation before the end of 2016.

During the 2014/5 financial year, a system was developed to improve the cost projections that are used to inform the annual budget for the management of alien invasive vegetation. The system was used during the 2015/6 financial year in order to obtain uniformity in the verification of field data and to provide the basis for the allocation of clearing contracts according to the Working for Water tender.

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Field tests have however indicated that the system can be improved to cater for costs which are incurred in the removal of alien vegetation once it has been cut down in urban areas, in order to avoid the creation of a fire hazard or to incorporate the market related costs of herbicides that are used in the programme. The Biodiversity Conservation Section will prepare a Terms of Reference as the basis of a three year tender for the clearing of alien species during the 2016/7 financial year, for implementation during the 2017 – 2020 MTREF cycle.

The Biodiversity Conservation Section, Working for Water and the Overstrand GIS services have started the development of a geographical database system in order to align ecosystem data, alien vegetation data, fire management data and infrastructure data into a system which will assist in the forecasting of disasters, the implementation of a proactive fire management programme and an improvement in the management of alien vegetation before and after fires. This system will allow the Municipality to manage risks in an efficient and cost effective manner. Once the prototype of the system is completed, Government Departments and private landowners will be invited to collaborate with the Municipality to manage risks in a cooperative governance approach towards the management of alien vegetation and fire safety. Work on this system will proceed during the 2016/2017 financial year. The prototype system is currently operational and in good working order, but long-term goals would be to have it integrated with the municipal server so that all departments will have access to the information. Capacity building in the operation of GIS and analysis thereof would be one of the hurdles we would need to be overcome in order to achieve a fully integrated GIS management system.

### 3.7.3 Pollution Control

An Air Quality Plan has been developed by the Environmental Section. The document has been approved by DEADP. The Environmental Section does not have staff dedicated to Air quality but does assist the District with Air Quality Management activities. The plan was supposed to be updated and approved in the 2015/16 financial year but there was no funding available for the update of the plan. The environmental section will update the plan for the 2016/2017 financial year.

#### **Operational Management: Management of Nature Reserves**

Considerable effort is invested in the management of Local Nature Reserves and Open Spaces on annual basis.

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### Fernkloof Nature Reserve

The management of Fernkloof Nature Reserve is guided by a draft Management Plan which is due to be submitted to Council in 2016. The Nature Reserve has a fully constituted Advisory Board, which met regularly during the course of the year. Minutes of the Meetings of the Board are available at [www.overstrand.gov.za](http://www.overstrand.gov.za).



The reserve is also supported by the Hermanus Branch of the Botanical Society as well as the Cliff Path Management Group, which is integrally involved in the maintenance and management of the Hermanus Cliff Path.

Resource Management activities focus largely on the clearing of alien invasive vegetation, the trimming of vegetation along hiking trails, the clearing of firebreaks and the maintenance of buildings, roads and other infrastructure.

During the 2015/6 financial year, there was a marked increase in theft, attacks on visitors and illegal occupation of the reserve. Patrols are carried out by Environmental Rangers in order to limit uncontrolled dumping, illegal occupation and the construction of informal dwellings within the boundaries of the Nature Reserve.

Sections of Fernkloof Nature Reserve were burned during wildfires and controlled fires. The Lemoenkop and Wilderness areas were burned under wildfire conditions in December 2015 and the Preekstoel area was burned under controlled conditions in April 2016. The Voelklip area and Kraal Rock unit had to be withdrawn from the burning programme due to wildfire conditions which damaged fire equipment. Follow up alien vegetation clearing programmes are in place to ensure that the seedbank of alien species on the reserve is continually depleted. The Reserve is assisted by the Hermanus Hacking Group that clears alien vegetation from the buffer zone of the Nature Reserve.



Reserve Management Staff have commented on development applications for the Hermanus Bypass Road as well as the Hermanus Astronomy Centre during the course of the financial year.

Fernkloof Nature Reserve hosts several sporting events and the Annual Hermanus Flower show that is presented by the Hermanus Branch of the Botanical Society. The Botanical Society continues to play

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an important role in the management of the Fernkloof Herbarium, the Fernkloof Botanical Gardens, the Fernkloof Nursery and the maintenance of infrastructure within the area that is leased by the Society. The Botanical Society furthermore hosts member evenings with informative educational talks which contributes to the community participation profile of this nature reserve.

### **Kleinmond Nature Reserve**

Kleinmond Nature Reserve is a Local Nature Reserve with formal protection status under the National Environmental Management: Protected Areas Act. This nature reserve has a very outdated management plan, which has to be reviewed. The reserve does not have a formally constituted Advisory Board, and a process must be initiated to appoint a board in order to guide the management planning process.



Basic Resource Management activities are carried out on the Nature Reserve in a collaborative effort between the Kleinmond Nature Conservation Society and the Environmental Ranger that is stationed in Kleinmond. The Environmental Section has engaged in the maintenance of firebreaks, the clearing of alien vegetation in the nature reserve and the buffer zone, the maintenance of boardwalks and coastal access points and the maintenance of hiking trails in the nature reserve. The EMS is greatly assisted by the Kleinmond Nature Conservation Society as well as the Kleinmond Hacking Group in the maintenance of hiking trails and the management of alien invasive vegetation in the nature reserve.

### **Fire Protection, Controlled Fire Management and Wild Fire Response**

The Biodiversity Section maintains a network of firebreaks on the boundaries between local nature reserves or open spaces and private properties. Management firebreaks are also cut in various areas to isolate fire management units prior to controlled fires. The following interventions were implemented during the 2015/6 financial year:



Region	Total length of firebreaks cut (km)
Hangklip / Kleinmond	1.0
Greater Hermanus	3.5
Fernkloof Nature Reserve	10.71

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Region	Total length of firebreaks cut (km)
Greater Gansbaai Region	5.3 km
Total	20.51 Km

A total of **R 295 124.00** was spent on the maintenance of firebreaks during the financial year. The record for firebreaks excludes firebreaks that were maintained by Operational Services and the Working on Fire teams.

Region (Municipal Property Only)	Total Controlled Burn Area (ha)	Total Wildfire Area Burned (ha)
Hangklip / Kleinmond	0	0
Greater Hermanus	22.86	4
Fernkloof Nature Reserve	50	3300
Greater Gansbaai Region	5 ha	
<b>Total Hectares Burned</b>	<b>79.86 ha</b>	<b>3304</b>

It was initially planned to burn 221 Hectares of the open spaces and nature reserves in the Hermanus region during the financial year. Firebreaks were cut in preparation for a controlled burning programme in these areas. However, unplanned fires were once again experienced at Karwyderskraal, Hawston, Preekstoel, Pearly Beach and Fernkloof Nature Reserve, which caused severe damage to firefighting equipment. The delays incurred in fighting the fires and repairing damage to firefighting equipment, once again delayed the implementation of the controlled fire programme. As a result, only 79.86 ha of the planned programme could be implemented under controlled conditions. Approximately 3304 ha of municipal property were burned in and around the Fernkloof Nature Reserve during the course of the financial year. The Environmental Section assisted in the Joint Operations Centre during all of the wildfire events.



### **Alien Vegetation Management**

The Environmental Management Section maintains a set of open spaces and nature reserves which are collectively known as Heritage Assets. The total surface area of these properties constitutes 6 659

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hectares. Populations of invasive alien plant species are found in variable densities on these properties throughout the Overstrand region.

The Environmental Section has invested effort in the formulation of draft strategy for the management of alien invasive plants in order to comply with the provisions of the National Environmental Management: Biodiversity Act (NEM:BA). This strategy will inform the Annual Plan of Operation in future.

**Goal 1:** Significantly advance the management and control of invasive species within the Overstrand's jurisdiction in a manner that is sustainable and maximises the benefits to the communities involved.

- Objective 1.1 Obtain high level buy-in and support for the implementation of the IAS strategy
- Objective 1.2 Establish a management and co-ordination scenario for effective and integrated management of IAS within the OSM's boundaries
- Objective 1.3 Develop an invasive alien species education, communication and awareness strategy for the OSM
- Objective 1.4 To develop and implement a legal framework for IAS management
- Objective 1.5 Develop funding mechanisms to support IAS management

**Goal 2:** Provide clear and effective steps for the OSM to follow in conjunction and partnership with other affected or implicated stakeholders.

- Objective 2.1 Establish priorities based on given resources and appropriate weighting of desired outcomes
- Objective 2.2 Develop integrated management and control plans based on identified priorities, with clear timelines and required resources
- Objective 2.3 Monitor effectiveness of the IAS management in the OSM

The average density of vegetation on open spaces within the Overstrand at the end of the 2015/6 financial year was calculated at 10.81 % of the total surface area, or 719.93 Ha.

ADMINISTRATION AREA	HECTARES	INFESTATION (%)	INFESTATION (ha)
Kleinmond	2,283	6.04	137.98
Hermanus	799	35.27	213.74
Fernkloof	1,807	4.66	84.33
Gansbaai	1,770	12.19	215.81

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<b>Total</b>	<b>6,659</b>	<b>10.81</b>	<b>719.93</b>
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The 2015/6 Annual Plan of Operation for the clearing of alien invasive vegetation focused mainly on follow-up operations to clear the post-fire emergence of species after the devastating fires that were experienced during the previous three fire seasons. At the end of the 2014/5 financial year it was reported that the degree of alien invasive vegetation in the Overstrand region had been reduced from 12.9 % (2013/4 balance) to a density of 10.4 %. The estimated average density across the entire Overstrand Municipality at the end of the 2015/6 year was reported as 10.81 % which illustrates the increase in alien vegetation due to the stimulus of fire.

The Biodiversity Conservation Section spent a total of R 323 407.00 on Alien Clearing during the 2015/6 financial year. The Section was restricted to the use of the Working for Water tender, which only covers the Stanford and Hermanus regions. Alien clearing operations were thus hampered in the Greater Gansbaai and Hangklip – Kleinmond regions during the financial year. The eastern and western regions thus relied heavily on assistance from Working for the Coast, Working on Fire and volunteer Hacking Groups to assist with the clearing of coastal and terrestrial open spaces.

Despite the challenges experienced during the financial year, the Section still implemented a successful control programme. Initial clearing work was undertaken in Preekstoel, Sandbaai and Gansbaai. Follow-up operations took place in Rooiels, Pringle Bay, Kleinmond, Hawston, Vermont, Sandbaai, Berghof, West Cliff and Fernkloof Nature Reserve.

It is evident that the Municipality will have to concentrate on follow-up operations once again during the 2016/7 – 2017/8 budget cycle in order to reduce the infestations to less than 10% before other initial work can be undertaken.



### **ONRUS RIVER RIPARIAN ZONE REHABILITATION**

The Overstrand Municipality is committed to the eradication of invasive plant species within its boundaries, not only for the protection of our rich fynbos biodiversity, but also for the health and protection of our estuaries.

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As such the Overstrand Municipality has signed a co-management agreement with Southern Right Vineyards and Invasive Plant Solutions Pty Ltd. Through this co-management agreement, commercial species are harvested whilst non-commercial species are stacked on private land in preparation for controlled burning. Beaver dams are also removed, and the local cycling club and Park Run have volunteered to supply and assist with the planting of endemic plants.

As the project is market driven (demand and supply) the clearing is structured, where one phase gets completed and signed off before the next phase commences. Phase 1 of the project has already been completed and followed up to ensure that the infestation is kept under control. Phase 2 and 3 are currently being harvested as explained, following the market trend. Once completed this project on the Onrus River will be the crown jewel of the greater Overstrand.

### **Infrastructure Management**

The Biodiversity Conservation Section manages a wide spectrum of properties in the Coastal Zone in all of the administrative regions of the Overstrand Municipality. Field Rangers and the Assistant Environmental Officer are involved in the maintenance of all infrastructures such as boardwalks, steps, signs, fences, and various facilities in this zone by co-ordinating and overseeing the activities of the Working for the Coast EPWP workers.

### **Hiking Trails Maintained**

Hiking Trails Per Region	Trails cut / maintained (km)
Hangklip Kleinmond Region	1 km
Greater Hermanus Region	12 km

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Hiking Trails Per Region	Trails cut / maintained (km)
Fernkloof Nature Reserve	13.91 km + 12 km Hermanus Cliff Path
Greater Gansbaai Region	6.5 km
<b>Total Maintenance of Hiking Trails</b>	<b>44.96</b>

### Environmental Management Section interacted with the following stakeholders forums during the (2015/16) financial year:

1. Western Cape Nature Conservation Board: Management of Municipal Nature Reserves and the management of the Stony Point Penguin Colony, which is in the process of being transferred to CapeNature.
2. Overberg Municipal Coastal Committee: Overberg Coastal Management Programme.
3. Western Cape Department of Environmental Affairs and Development Planning: Coastal Programme, Municipal Outreach Programme, Kelp Harvesting Action Group; process for the designation of slipways.
4. Overberg District Municipality: Planning of fire safety and controlled burning operations.
5. Overberg District Municipality: District Air Quality Forum
6. Overberg Planners Forum
7. Western Cape Air Quality Forum
8. Department of Agriculture and DEA: Management of Alien Invasive Vegetation.
9. Onrus Mountain Conservancy Fire Safety Forum: management of fire safety hazards in the Onrus Mountain.
10. Pringle Bay Conservancy: Management of Alien Vegetation in Pringle Bay.
11. Rooiels Nature Conservancy: Management of Alien Vegetation in Rooiels.
12. Cliff Path Management Group: Management of the Hermanus Cliff Path.
13. Hermanus Branch of the Botanical Society: Management of Fernkloof Nature Reserve.
14. Fernkloof Advisory Board: Management of Fernkloof Nature Reserve.
15. Overberg Fire Protection Association: Fire planning, management of wild fires and collaborative fire management agreements.
16. Hermanus Hacking Group: Management of alien vegetation in the Hermanus region.
17. Hermanus Golf Course Wetlands Committee: Management of the Hermanus Golf Course Wetlands.
- 17) The Whale Coast Conservation Foundation with respect to the provision of Environmental Education services for the Blue Flag Programme.
- 18) The Kleinrivier, Uilenkraal Botriver and Onrus Estuary Forums.
- 19) The Kleinmond Nature Conservation Society (incorporating the Botanical Society, Kleinmond Bird Club & Kleinmond hiking club) with respect to the management of the Kleinmond Nature Reserve.
- 20) The Stanford Conservation Trust with respect to the planning of a Reed Management Plan for the Klein River.
- 21) The Pringle Bay and Betty's Bay Ratepayers Associations concerning for coastal dune systems.
- 22) Afriforum with the development of a Reed Management Plan for Kleinmond.
- 23) Botvlei Friends with the development of a co-management agreement for the clearing of invasive alien plants in and around Fisherhaven (in process). Fernkloof Security Forum with respect to the safety and security of Fernkloof Nature Reserve

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- 24) Hangklip- Kleinmond Security Forum with respect to operational grid plans during peak tourism seasons.
- 25) Hermanus Tourism Bureau concerning the deployment of security personnel at Fernkloof Nature Reserve
- 26) Sandbaai Ratepayers Association and Ward Committee concerning the development of a Management Plan for the Sandaai Coast
- 27) South African National Biodiversity Institute: Management of New Zealand Christmas Trees in Betty's Bay.
- 28) Various Film Companies concerning minor and major filming sessions on municipal open spaces and the coastal zone.
- 29) Abagold: Wave Energy Converter Project Committee
- 30) Stanford Aquifer Monitoring Group.

### a)Top 3 Service Delivery Priorities:

**Approved Management Plans for our 2 Nature Reserves:** The consultant is in the process of finalizing the Integrated Management Plan for the Fernkloof Nature Reserve. The final document has been completed and needs to be submitted to council for approval. The Integrated Management Plan for the Kleinmond Nature Reserve will be drafted after the Fernkloof Plan has been approved.

**Environmental and Heritage Overlay Zone:** An Environmental and Heritage Overlay Zone will give more protection to the environment without infringing on people's rights. The Overlay Zone will also identify all areas of conservation importance that need to be managed by the Environmental Section. The document will be advertised for public participation before December 2016.

**Environmental Management System:** The final draft document has been completed and will be submitted by January 2016 for final review by the Municipality. The new financial year will be dedicated to the development of the Operational Management Plan. The program must then be rolled out to the different operational units for implementation. The entire process will be monitored and audited by the EMS section.

### 3.8 COMPONENT G: SECURITY AND SAFETY

This component includes: traffic; law enforcement; fire and disaster management

#### 3.8.1 Introduction to Security & Safety

The function of security and safety in the Overstrand Municipality is to provide a safe environment for the residents of the Overstrand and to ensure the safety of the personnel of the Overstrand Municipality through effective and efficient operationalisation of all relevant plans in conjunction with all public safety institutions.

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### 3.8.2 Law Enforcement

#### a) Introduction to Law Enforcement

The aim of Law Enforcement in a municipality is to create an environment that will further the social and economic development of the community. Given that context the quality of life within a municipality depends to a large extent on the possibility that individuals and their families will be safe. They will also feel safe while using public open spaces and equipment and that conflicts within communities can be resolved peacefully. On a provincial level law is enforced by the South African Police Services. They have an extremely heavy workload and therefore certain laws (By-laws) and laws applicable only to a particular municipality are enforced by the Law Enforcement Officers appointed within its area of jurisdiction.



#### b) Highlights: Law Enforcement

Highlights	Description
By-law training in the communities (Street Committees)	The Law Enforcement department ensures that the public is well informed with regard to Municipal By-laws and penalties by distributing information booklets and conducting By-law training. 6 By-law training workshops were conducted and 203 candidates successfully completed their By-law training.
School Visits	Schools are visited on a regular basis by Law Enforcement officials to ensure that the youth are well informed regarding Municipal by-laws.
Fernkloof Nature Reserve	Function was transferred to LED Directorate. Site visits were done on a daily basis and no crimes were reported.

**Table 163.: Law Enforcement Highlights**



**Masakhane street committee- by-law training**

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### c) Challenges: Law Enforcement

Description	Actions to address
Staff capacity – The ratio of Law Enforcement officials on duty daily to the number of households in Overstrand is 1: 2154.	Permanent Law Enforcement officials were assisted by Chrysalis officials with regards to attending By-law related complaints. By-law training workshops and visits to schools inform citizens of the provisions of the By-laws. The distribution of information booklets assists in By-law awareness for citizens and visitors.
Ignorance with regard to Solid Waste disposal. Problem animals damage waste containers and refuse bags and this leads to health hazards.	Pamphlets regarding the Intergrated Waste Management By-law were distributed to the public at Law Enforcement offices and the Problem Animal Areas. Notices were issued and fines where required.
Vagrants – a number of vagrants are illegally occupying municipal land or are loitering in the Central Business Districts. This creates nuisances, fire and health hazards.	Regular inspections are done at problem areas to minimize illegal occupying and other nuisances. Vagrants were removed from municipal properties and 93 vacant land inspections were done to prevent illegal squatters. The problems need to be addressed by all role-players eg. SAPS, Social Workers, Community leaders and Charity Organisations.

**Table 164.: Law Enforcement Challenges**

### d) Service statistics for Law Enforcement

Law Enforcement						
No.	Details	2011/12	2012/13	2013/14	2014/15	2015/16
		Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
1.	Number of by-law infringements attended	12 753	11569	8063	9539	7308
2.	Number of officers in the field on an average day	18	16	13	22	20
3.	Number of officers on duty on an average day	18	16	13	22	20
4.	Number of animals impounded	155	213	191	683	258
5.	Number of awareness initiatives	Not available	10	9	120	13

**Table 165.: Law Enforcement Data**

Type of service	2012/13	2013/14	2014/15	2015/16
Policing and monitoring of	266	123	446	371

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Type of service	2012/13	2013/14	2014/15	2015/16
Bylaws contraventions	209	157	181	170
	45	102	49	7
	189	5	9	16
	As per event	26	24	549
	Leo are place in Fernkloof on daily basis to safeguard	Daily deployment of Law Enforcement Officials	Daily deployment of Law Enforcement Officials	Function was transferred to LED directorate. Site visits were done on a daily basis.
	Leo's safeguard municipality's properties on daily basis	Law Enforcement Officials and Private Security Guards on duty and protect municipal property on daily basis	609 Sites visited and guarded by Law Enforcement Officials with Private guards on duty to protect municipal property on a daily basis.	1059 Sites visited and guarded by Law Enforcement Officials with Private guards on duty to protect municipal property on a daily basis.
	Daily patrols , 49 illegal structures demolished	Regular patrols in conjunction with Directorate Community Services. Assisted with demolishing of 11 illegal structures	Regular patrols in conjunction with Directorate Community Services. Assisted with demolishing of 29 illegal structures	Regular patrols in conjunction with Directorate Community Services. Assisted with demolishing of 8 structures.

**Table 166.: Additional performance information for Law Enforcement**

Employees: Law Enforcement								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	2	2	1	0	0	0	0	0
4 - 6	0	0	0	15	13	13	0	0
7 - 9	9	9	8	7	7	7	0	0
10 - 12	6	6	6	5	5	5	0	0
13 - 15	0	0	0	0	0	0	0	0
16 - 18	1	0	0	0	0	0	0	0
19 - 20	0	0	0	0	0	0	0	0
<b>Total</b>	<b>18</b>	<b>17</b>	<b>15</b>	<b>27</b>	<b>25</b>	<b>25</b>	<b>0</b>	<b>0</b>
<i>Employees and Posts numbers are as at 30 June</i>								

**Table 167.: Employees: Law Enforcement**

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Capital Expenditure 2015/16: Law Enforcement					
R' 000					
Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>	<b>R0</b>	-	-	-	-
No capital allocation for this reporting period					
Total project value represents the estimated cost of the project on approval by Council					

**Table 168.: Capital Expenditure 2015/16: Law Enforcement**

### 3.8.3 Traffic Services

#### a) Introduction to Traffic Services

The aim and function of the Traffic Department is to educate and create a culture of voluntary compliance with road traffic rules and regulations and to enhance courteous and tolerant road user behavior. We operate on the legal mandate of the NRTA 93/96 & NLTA 5/2009. Our operational activities include roadblocks at strategic places, high visibility in hotspot areas, special intelligence driven operations, random vehicle check points, execution of traffic related warrants and enforcement of traffic laws. Our operational approaches is to co-ordinate and integrate operations, sporadic interventions in hotspot areas as per crime threat analysis e.g. offence patterns, etc. and special operations and speed enforcement in high accident frequency locations and high traffic offence locations.



#### b) Highlights: Traffic Services

Highlights	Description
Successful management of big events	Operation Fiyela, Rugby Clash, Kalfie Festival, Wild Runner, Woman Roadblock & Month March, Drummies, Road Safety talks, K78 Local traffic & SAPS, Whale Festival, Matric farewells, Moving VCP Afriforum, K78 local traffic & Prov traffic, Whale

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Highlights	Description
	Festival Half Marathon, Vintage Car Parade, SANDF Parade, Boxing Tournament, Nissan Trail Event, Community Fun Day, ANC Womans League March, Youth Against Crime, Wine2Whales, Motorcycle Charity Run, Poppie Day, Church Services, Roadblock with the Mayor, Switching on Christmas lights, Surf Camp, Fernkloof fire, Cash Count fun run, Touches Fun walk for holiday makers, Stanford's 6's Cricket Tournament Village Green, Coast2Coast, Color Run, Firework, Music@Lagoon grass area, Kleinmond, Gospel Concert, Film shoot (Whale Caller), N2 Houw Hoek Pass Launch of Festive Season, Hermanus VAC, Driving School Tournament, Toys for Charity, Heinz Winckler event, Cape Agulhas bicycle race, Cancer Walkg, Pringle Bay Festival, SAPS Friendly Roadblock, Hangklip Athletic Club Event, Trans Party, Arabella Event, International Fire Fighters Day, Hermanus High school kaskar, Indiginous games, Crime Prevention with SAPS
Staff	From 03/08/2015 – 06/07/2016, 6 members attended the Basic Traffic Officers' Course at the Gene Louw Traffic College in Brackenfell.

**Table 169.: Traffic Services Highlights**

### c) Challenges: Traffic Services

Challenges	Actions to overcome
Staff challenges when on study leave and sick leave Power failures due to fires Faulty traffic signals (robots) required Early financial year closure of orders	Application and motivation for vehicles needed

**Table 170.: Traffic Services Challenges**

### d) Service statistics for Traffic Services

No.	Details	2011/12	2012/13	2013/14	2014/15	2015/16
		Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
1	Number of road traffic accidents during the year	186	185	99	180	236
2	Number of officers in the field on an average day	15	19	13	19	19
3	Number of officers on duty on an average day	10	13	15	29	13

**Table 171.: Traffic Services Data**

Type of service	2011/12	2012/13	2013/14	2014/15	2015/16
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Type of service	2011/12	2012/13	2013/14	2014/15	2015/16
Motor vehicle licenses processed	13 545	n/a	n/a	45 237	43 033
Learner driver licenses processed and issued	4 557	1 574	4 799	4 940	3 184
Driver licenses processed	1 458	1 453	2 824	1 558	1 790
Driver licenses issued	5 861	579	6176	6 821	6 685
Fines issued for traffic offenses	19 583	16 766	11 115	11 963	24 652
R-value of fines collected	R4 249 150.00	R 6 385 966.00	R6 033 430.00	R 6 937 825.00	R 7 797 100.31
Roadblocks held	560	26	9	1194	15
Special Functions – Escorts	45	30	51	76	84
Awareness initiatives on public safety	28	12	5	12	13

**Table 172.: Additional performance information for Traffic Services**



### e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/ 2016			
						Target	Actual	R	Corrective Measures
TL38	The creation and maintenance of a safe and healthy environment	Collect R6,000,000 Public Safety Income by 30 June 2016	R-value of public safety collected income	All	R 14,285,330	R 6,000,000	R 34,949,821		Target extremely well met

**Table 173.: Service delivery indicators: Traffic Services**

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Employees: Traffic Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	
0 – 3	2	2	2	2	2	2	0	0
4 – 6	5	6	5	25	25	25	0	0
7 – 9	5	5	5	2	2	2	0	0
10 – 12	17	17	16	22	20	20	0	0
13 – 15	2	2	1	1	1	1	0	0
16 – 18	1	1	1	1	1	1	0	0
19 – 20	0	0	0	0	0	0	0	0
<b>Total</b>	<b>32</b>	<b>33</b>	<b>30</b>	<b>53</b>	<b>51</b>	<b>51</b>	<b>0</b>	<b>0</b>
<i>Employees and Posts numbers are as at 30 June.</i>								

**Table 174.: Employees: Traffic Services**

Capital Expenditure 2015/16: Traffic Services					
R'000					
Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>	<b>R0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
No capital projects for the reporting period					
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>					

**Table 175.: Capital Expenditure 2015/16: Traffic Services**

### Welcome campaign



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### Operational Manpower

Superintendents	Traffic	2
	Operational	14
Traffic Officers	Administration	3
	Operational	10
Traffic Wardens	Administration	5

Area : Rooi Els to Die Dam  
 Km : 1,708 km  
 Population : 80,432  
 Ratio : 1 : 3,352



Area Map

### 3.8.4 Fire Services and Disaster Management

#### a) Introduction to Fire Services and Disaster Management

Fire Services is responsible for the following functions:

- ➔ Fire-fighting of structural fires, veld and bush fires and any other fire;
- ➔ Fire safety (the application of the National Building Regulations, Fire codes and municipal by-laws with regard to fire safety);
- ➔ Rescue services;
- ➔ Support services to municipal and other instances;
- ➔ Fire pre-planning and related preparedness plans;
- ➔ Testing and basic maintenance work on emergency vehicles and equipment; and
- ➔ Fire communications facilities for the particular service.



Rosenbauer  
Service Award

Excellent

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Our Disaster Management is a continuous and integrated multi-sectoral and multi-disciplinary process of planning and implementation of measures aimed at disaster prevention, -mitigation, -preparedness, -response, -recovery and –rehabilitation.

### b) Highlights: Fire Services and Disaster Management

Highlights	Description
Rosenbauer Excellent Service Award	Overstrand Fire & Rescue and Disaster Management partook in the Rosenbauer Excellent Service award, open to all Local and District Municipalities. The criteria to take part were to submit various information and documentation pertaining to the Fire Service. Such information include the weight and speed of response, the type of vehicles and number of members deployed to each incident, records of community awareness programmes and fire service achievements. The winner of the Rosenbauer Excellent Service Award was announced at the SAESI Conference, held at the Nasrec Centre in Johannesburg.
Shack Fire Project	Overstrand Fire Department is proud to be chosen as the pilots in this mayor-driven project. The Shack Fire Project is aimed at informal settlements and will assist the Fire Department greatly with shack fires. Various members of the community are trained specifically for this. Each trainee received a control which can remotely activate an alarm and inform the Fire Department of a fire occurring in the area; the department is notified via an SMS sent to a cell phone.
HPP Control Room	HPP and Overstrand Fire & Rescue and Disaster Management have entered into a joint venture: The CCTV Surveillance Camera System project. The control room is situated at the Fire Base in Hermanus and will assist, amongst others, with notifying the department of fires or other incidents occurring in the area.
Training	Since the permanent appointment of the Firefighters on 1 December 2014, the Cadet Firefighters have been trained and received formal qualifications in Firefighter 1 and Firefighter 2 courses. This is an internationally accredited programme. We will continue to uplift our firefighters and provide them with the training they require in order to provide a professional service to the communities of Overstrand.
Firefighters Fun Family Day	Landowners and individuals alike contributed to the Firefighters Family Fund Day which was held on 27 April 2016 at Birkenhead Estate. The day was aimed at saying thank you to the Firefighters who fiercely fought the fires occurring during the fire season. Fellow colleagues from other agencies, such as Law Enforcement, Traffic and SAPS to name a few, joined in the celebrations. The Fire Department held a short demonstration for those who attended the event. The day was thoroughly enjoyed by all who attended. This was the first that such an event was

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Highlights	Description
	organized and organizers are hoping to make it an annual instance.

**Table 176.: Fire Services and Disaster Management Highlights**



### c) Challenges: Fire Services and Disaster Management

Description	Actions to address
Vehicles / Equipment	Additional Vehicles are required in order to be in compliance with the SANS 10090: Community Protection Against Fire
Staff compliment	Additional Firefighters are required in order to be in compliance with the SANS 10090: Community Protection Against Fire. With the passing of the Disaster Management Bill, staff members are required for the Disaster Management function too.
Climate changes	The 2015 Fire Season experienced larger veld fires due to the El nino effect.
Disaster Management	As of 1 May 2016, Disaster Management has become a B-municipal function. Overstrand Fire, Rescue & Disaster Management therefore require additional staff and budget for this function.

**Table 177.: Fire Services and Disaster Management Challenges**

### d) Service statistics for Fire Services

Fire Service Data						
No.	Details	2011/12	2012/13	2013/14	2014/15	2015/16
		Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
1	Total fires attended in the year	372	407	339	475	378
2	Total of other incidents attended in the year	336	355	383	381	356
3	Average turnout time - urban areas	14 min.	8.6min	3.02min	6.24min	3.05min
4	Average turnout time - rural areas	23 min.	N/A	3.21	13.13min	5.4min

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Fire Service Data						
No.	Details	2011/12	2012/13	2013/14	2014/15	2015/16
		Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
5	Fire fighters in post at year end	82	59	89	81	37
6	Total fire appliances at year end	5	Pumps-7 Bakkies - 8	Pumps – 7 Bakkies - 8	Pumps – 11 Bakkies – 11 Cars - 2	Pumps – 8 Bakkies – 12 Cars - 2
7	Average number of appliance off the road during the year	4	4	7	6	6

**Table 178.: Fire Service Data**

### e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/ 2016			
						Target	Actual	R	Corrective Measures
TL34	The creation and maintenance of a safe and healthy environment	Annually review and submit Disaster Management Plan to the District by the end of June 2016	Reviewed plan submitted	All	1	1	1		Target met
TL35	The creation and maintenance of a safe and healthy environment	Arrange public awareness sessions on Protection Services	Number of sessions held	All	88	32	58		Target extremely well met
TL36	The creation and maintenance of a safe and healthy environment	Annually review Community Safety Plan by the end of June in conjunction with the Department of Community Safety	Plan reviewed	All	1	1	1		Target met

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/ 2016			
						Target	Actual	R	Corrective Measures
TL37	The creation and maintenance of a safe and healthy environment	Review the Fire Management Plan by the end of June 2016	Plan reviewed	All	1	1	0		The Draft Fire Management Plan has been review and is currently sent for comments to other directorates. The closing date for said comments was 11 July 2016. Due to recess and elections, no council meeting was held in June 2016. This item will be placed on the agenda for the next council meeting on 20 September 2016. Minutes of council meeting will be uploaded after the Fire Management Plan is reviewed.

**Table 179.: Service delivery indicators: Fire Services and Disaster Management**

Employees: Fire Services and Disaster Management								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	0
4 - 6	1	0	2	31	31	31	0	0
7 - 9	6	6	5	6	6	5	1	17
10 - 12	2	1	1	1	1	1	0	0
13 - 15	2	3	3	3	3	3	0	0
16 - 18	1	1	1	1	1	1	0	0
19 - 20	0	0	0	0	0	0	0	0
<b>Total</b>	<b>12</b>	<b>11</b>	<b>12</b>	<b>42</b>	<b>42</b>	<b>41</b>	<b>1</b>	<b>17</b>
<i>Employees and Posts numbers are as at 30 June.</i>								

**Table 180.: Employees: Fire services and Disaster Management**

Capital Expenditure 2015/16: Fire Services and Disaster Management
R' 000

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Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
<b>Total All</b>	<b>R0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
No capital allocation for the reporting period					
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>					

**Table 181.: Capital Expenditure 2015/16: Fire Services and Disaster Management**

**Table 182.:**

### 3.9 COMPONENT H: SPORT AND RECREATION

#### 3.9.1 Introduction to Sport and Recreation

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



#### a) Highlights: Sport and Recreation

Highlights	Description
Whale Festival Boxing Tournament	<ul style="list-style-type: none"> <li>The Interprovincial Annual Tournament was hosted at Zwelihle Community Hall on the 03 October 2015. This tournament takes place every year during the Whale festival. Top boxers from Eastern Cape, KwaZulu Natal, North West and Western Cape competed against each other. The event also included the following activities namely: 5 KiloMetres Family Fun Walk and Mass Aerobic session. About 250 locals participated in the family fun walk. This event was organised in partnership with Department of Cultural Affairs and Sport.</li> </ul>
Overstrand Sport Festival	<ul style="list-style-type: none"> <li>The Annual Overstrand Sports Festival was hosted at Zwelihle Sports Grounds on the 19 March 2016. The event included the following activities namely: Rugby, Soccer, Cricket, Netball, Mass Aerobic Session and disable people dominoes. This event was organised in partnership with Coca-cola.</li> </ul>
Indigenous Games 2016	<ul style="list-style-type: none"> <li>Overberg District Games were hosted on the 14 May 2016 at</li> </ul>

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Highlights	Description
	Zwelihle Sports Ground. This event was hosted in partnership with provincial Department of Cultural Affairs and Sport. The following were activities of the day: iintonga (stick fighting), Drie Stokkies, Kgati, Ncuva, Kho-kho, Gqaphu, Dibeke and Chess.
June 16 Youth Day Celebration	<ul style="list-style-type: none"> <li>Youth Day was hosted on the 16<sup>th</sup> June 2016 at Hawston Tusong Centre. The activities were divided into two folds, namely: Drug Education/Awareness and part two the physical activities namely: mini soccer and netball.</li> </ul>

**Table 183.: Sport and Recreation Highlights**

### b) Challenges: Sport and Recreation

Description	Actions to address
Vandalism of infrastructure	<ul style="list-style-type: none"> <li>To install adequate lighting.</li> <li>Management of facilities through lease agreement in process.</li> <li>Ongoing education of structures to preserve their facilities.</li> <li>Regular users to take full responsibility of securing their facilities.</li> <li>Youth structures have been established and they are part of the league.</li> </ul>
Shrinking of Green or open Spaces for training purposes due to various developments	<ul style="list-style-type: none"> <li>Overstrand Municipality to extensively engage with everybody who is affected and find alternative pockets of land for development of training facilities.</li> <li>Previous damping sites can also be rehabilitated for purpose establishing training spaces.</li> </ul>
Over use of sport fields	<ul style="list-style-type: none"> <li>Reduction of number of teams in LFAs to strengthen competition within a league and also will allow better maintenance of grass.</li> <li>Alternatively optimal use facilities in close proximity will reduce congestion of fixtures in one facility.</li> <li>Properly planned fixtures will allow municipality to identify gaps which they can schedule maintenance.</li> <li>Alternatively, the installation of artificial turfs is by far the best solution than maintenance of natural grass surface.</li> </ul>
Old/lack of poles at various sports fields	<ul style="list-style-type: none"> <li>New poles will be procured for the new financial year 2016 -2017.</li> <li>Sportfield poles need to be insured for anything that may possible happened to them.</li> <li>Insurance company need to respond with some sense of urgency in replacing damaged or stolen equipment.</li> </ul>

**Table 184.: Sport and Recreation Challenges**

### c) Service statistics for Sport and Recreation

Type of service	2011/2012	2012/13	2013/14	2014/15	2015/16
<b>Play parks</b>					
Number of parks with play park	42	47	52	53	56

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Type of service	2011/2012	2012/13	2013/14	2014/15	2015/16
equipment					
Number of wards with community parks	13	14	13	13	13
<b>Swimming pools</b>					
Number of visitors per annum	17 350	25 496	38 914	61 753	65 558
R-value collected from entrance fees	R 13 410	R 12 874	R 12 297	30 863	44 634.70
<b>Camp sites/ Resorts</b>					
Number of visitors per annum	17 171	33 321	34 307	18 471	14 955
R-value collected from visitation and/or accommodation fees	R 3 950 434.91	R 3 144 183.83	R 3 775 345.77	5 269 600.16	5 611 030.05
<b>Sports fields</b>					
Number of wards with sport fields	12	10	9	9	9
Number of sport clubs utilizing sport fields	23	30	88	88	9
R-value collected from utilization of sport fields	R 3 688	R 7 029	R 2 431	9 800	5 337
<b>Sport halls</b>					
Number of wards with sport halls	2	1	1	1	1
Number of sport associations utilizing sport halls	9	2	1	1	1
R-value collected from rental of sport halls	R 6 500	R 4 601	R 1 630.00	127 451	113 182.58

**Table 185.: Additional performance information for Sport and Recreation**

<b>Capital Expenditure 2015/16: Sport and Recreation</b>					
<b>R' 000</b>					
<b>Capital Projects</b>	<b>2015/16</b>				
	<b>Budget</b>	<b>Adjustment Budget</b>	<b>Actual Expenditure</b>	<b>Variance from original budget</b>	<b>Total Project Value</b>
<b>Total All</b>	<b>5 066</b>	<b>5 066</b>	<b>3 291</b>	<b>115</b>	<b>3 291</b>

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Capital Expenditure 2015/16: Sport and Recreation					
R' 000					
Capital Projects	2015/16				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Overhills – Soccer Field	2 893	2 893	2 893	0	2 893
Minor Assets- Sport and Recreation – Kleinmond	20	20	19	1	19
Minor Assets – Recreational Facilities	10	10	0	0	0
Play Park – Westdene	100	100	93	7	93
Play Park - Zwelihle	150	150	146	4	146
Play Park- Hawston	10	10	9	1	9
Play Park – Upgrade Schulphoek	50	50	43	7	43
Flood Lights – Hawston	150	150	0	0	0
Flood Lights – Hawston-Lotto funding	500	500	0	0	0
Flood Lights – Zwelihle Sports Ground	155	155	61	94	61
Flood Lights – Zwelihle Sports Ground	150	150	0	0	0
Flood Lights – Zwelihle Sports Ground	350	350	0	0	0
Flood Lights – Zwelihle Sports Ground – Lotto Funding	500	500	0	0	0
Minor Assets: Recreational Facilities - Hermanus	28	28	27	1	27
<i>Total project value represents the estimated cost of the project on approval by Council</i>					

**Table 186.: Capital Expenditure 2015/16: Sport and Recreation**



**Annual Overstrand Sport Festival, 19.3.2016**

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### 3.10 COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

This component includes: executive and council; financial services; human resource services; ICT services; legal services; and procurement services.

#### 3.10.1 Executive and Council

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

#### a) Highlights: Executive and Council

Highlights	Description
Overstrand Municipality ranks seventh amongst SA's Top 10 Municipalities	<p>The updated Government Performance Index ranks all of South Africa's 234 local and metropolitan municipalities according to 15 different criteria, with service delivery being most heavily weighted. The latter encompasses eight indicators including piped water, electricity, sanitation, regular refuse removal, formal housing, health facilities, police coverage and access to quality education.</p> <p>Furthermore, a municipality's capacity, financial soundness and compliance are also included in the ranking, as were economic development indicators such as poverty, income, work opportunities and the area's unemployment rate.</p>
Official opening of the Hermanus Additional Court	<p>Since hearing its first municipal case in September 2015, the newly established Hermanus Additional Court is now fully operational and is fast gaining recognition and traction for being an effective and efficient operation capable of handling the many cases brought before it on matters such as traffic violations, municipal by-laws and building code infringements, to name but a few.</p>
Awards in 2015/16	<ul style="list-style-type: none"><li>Overstrand Municipality has achieved a clean audit, making it the third consecutive year that it has received this award from the Auditor-General (2012/13; 2013/14, 2014/15). It also places Overstrand Municipality amongst the top 5% of</li></ul>

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Highlights	Description
	<p>local municipalities in South Africa to have received three or more consecutive clean audits.</p> <ul style="list-style-type: none"> <li>No-drop score of 100% - As an extension of its Green-drop and Blue-drop scorecards, the Department of Water and Sanitation recently published a No-drop report to indicate at a glance how efficiently municipalities are managing water usage and preventing water losses. Most municipalities are losing clean drinking water in the distribution system due to leaking pipes, dripping taps and illegal water usage.</li> <li>Blue Drop score of 96.44% - This report on drinking water quality management, issued by the Department of Water &amp; Sanitation during December 2015, placed the Greater Hermanus Water Supply system as the top performer in the Western Cape.</li> <li>Finance received a Certificate of Achievement from ratesClearance.com "for reaching your quarterly Grow Your Tree target. By embracing an electronic rates clearance process, you not only improved your Municipality's efficiency, but have also had a positive impact on the environment". The trees were planted at the Additional Court and Yomelelani Creche in Zwelihle.</li> <li>Cape Whale Coast received an Award of Excellence for 'Best Local Destination 2015'.</li> <li>Gansbaai winners of the "World Travel Market International Gold" received an Award for Best Responsible Destination.</li> <li>Gansbaai received an award from Fair Trade Tourism Organisation for "The Best Destination for Responsible Tourism" as well as "Overall Winner".</li> </ul> <p><b>The following libraries received Awards for outstanding achievements in the following categories, namely:</b></p> <ul style="list-style-type: none"> <li>Mount Pleasant: Best public library in the area of children's services.</li> <li>Hermanus : Best Big Public Library of the Year</li> <li>Hawston : Best public library : Youth Services</li> <li>Hawston: Outstanding achievement of Youth in the Arts and Culture, Language, Heritage, Geographical Names, Museums, Libraries or Archives Fields.</li> </ul> <p><b>Western Cape Provincial Greenest Municipality Competition 2015: awards received by the Overstrand Municipality for winning in the following categories:</b></p> <ul style="list-style-type: none"> <li>Waste Management</li> <li>Biodiversity and Coastal Management</li> </ul>

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Highlights	Description
Achievements in 2015/16	<ul style="list-style-type: none"> <li>○ 2015/16 Budget's format keeping with mSCOA</li> <li>○ Unwavering 15 year record for Blue Flag beaches</li> <li>○ Electrification of Overhills informal settlement in Kleinmond</li> <li>○ Ongoing call for assistance to reduce waste.</li> </ul>
Exercise Trans Enduro 2015	Overstrand Municipality played host to the launch of the South African National Defence Force (SANDF) Military Academy's energised teams of rubber ducks, cyclists and marathon runners during one of the legs of its epic annual 10-day Exercise Trans Enduro event.
Overstrand hosts 2015 National Blue Flag launch	<p>Tourism is one of the world's fastest growing industries. More particularly, it is the highest revenue generator of the Overstrand. For this reason, great efforts are taken in the care of the region's beaches which are pivotal to the success of its tourism endeavours.</p> <p>It was even more poignant then that host venue, Grotto Beach was awarded a gold certificate in celebration of achieving the Blue Flag status for 15 consecutive years. Equally noteworthy was that two more Overstrand beaches, i.e. Kleinmond and Hawston Beaches each respectively received a silver certificate for achieving this coveted prestige for 10 consecutive years.</p>
Housing delivery	<p>The provision of housing and full basic services is a long-term undertaking which will be implemented in phases.</p> <p>220 units in Mount Pleasant and Site A in Swartdam Road were completed in March 2016. Construction for another 58 units in Garden Site commenced in March 2016.</p> <p>The total project costs for the 172 Mount Pleasant and 48 "Site A" homes amounts to over R20 million and R5 million respectively.</p> <p>372 title deeds had been registered in the Deeds Office for the 2015/2016 financial year.</p>

**Table 187.: Executive and Council Highlights**

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Western Cape Deputy Minister of Justice and Constitutional Development, Mr John Jeffery was pictured delivering a keynote address to a rapt audience at a ceremony held at the Overstrand Municipality to mark the **official opening of the Hermanus Additional Court**.

### b) Challenges: Executive and Council

Description	Actions to address
Ageing infrastructure	Increase maintenance budget and enhance asset replacement programmes (capital budget)
Financial sustainability	Institute financial management reforms
Baboon problem and lack of funding	Not mandate
Hermanus By-pass	By-pass falls within the ambit of Provincial Government

**Table 188.: Executive and Council Challenges**

### c) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL7	The provision of democratic, accountable and ethical governance	Submit quarterly progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	All	4	4	4		Target met

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL8	The provision of democratic, accountable and ethical governance	Quarterly report to the Management, Executive Mayor, Auditor-General and Audit Committee on progress with implementation of key controls as identified in key control deficiencies	Quarterly reports submitted	All	4	4	5		Target well met
TL9	The provision of democratic, accountable and ethical governance	Risk based audit plan approved by the Audit Committee by the end of June 2016	Plan approved	All	0	1	1		Target met

**Table 189.: Service delivery indicators: Executive and Council**

### 3.10.2 Financial Services

#### a) Introduction: Financial Services

##### *Financial Services*

The application of sound financial management principles is essential and critical to ensure that the Municipality remains financially viable and that municipal services are provided sustainable, economically and equitably to all communities.

The key objective of the Municipal Finance Management Act (2003) is to modernise municipal financial management in South Africa so as to lay a sound financial base for the sustainable delivery of services. Municipal financial management involves managing a range of interrelated components: planning and budgeting, revenue, cash and expenditure management, procurement, asset management, reporting and oversight. Each component contributes to ensuring that expenditure is developmental, effective and efficient and that municipalities can be held accountable.

The Municipality has undertaken various customer care initiatives to ensure the municipality truly involves all citizens in the process of ensuring a people lead government. Encouragement of structured community participation in the matters of the municipality is an important focus area.

Section 216 of the Constitution of the Republic of South Africa, 1996, provides that national legislation must prescribe measures to ensure transparency and expenditure control in each sphere of

## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

government by introducing generally recognised accounting practice, uniform expenditure classifications and uniform treasury norms and standards. The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003), determines those measures for the local sphere of government and enables the Minister of Finance to further prescribe, by regulation such measures in terms of section 168 thereof.

**Municipal Regulations on a Standard Chart of Accounts (mSCOA)** - Section 216 of the Constitution of the Republic of South Africa, 1996, provides that national legislation must prescribe measures to ensure transparency and expenditure control in each sphere of government by introducing generally recognised accounting practice, uniform expenditure classifications and uniform treasury norms and standards.

In terms of section 169(1)(b) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003), the Minister of Finance has signed into effect and subsequently published the Municipal Regulations on a Standard Chart of Accounts (mSCOA) in terms of Notice 312 of 2014, Government Gazette No. 37577 subsequent to formal consultation.

Overstrand Municipality was selected by National Treasury as a vendor pilot site for the implementation of mSCOA on the SAMRAS financial system of Bytes Universal Systems. The Standard Chart of Accounts was implemented on **1 July 2015**, in order to effectively pilot the roll-out of a SCOA compliant SAMRAS system, involving further development of the system. The mSCOA regulation is, in the viewpoint of National Treasury, the biggest reform in Local Government since the implementation of the MFMA. It is not just a financial reform, but an organisational reform. The 2015/2016 and 2016/2017 MTREF Budgets has been compiled and approved by Council on 27 May 2015 and 25 May 2016 respectively, according to the mSCOA classification framework.

The management of key financial and governance areas is achieved by focusing on:

- 
- reducing the levels of outstanding debt owed to the Municipality, to assist with service delivery spending and maintaining a healthy cash flow;
  - maintaining an unqualified audit for the Municipality by resolving audit findings and improving financial governance and over and above before-mentioned, also upholding our Clean Audit status for three consecutive years since in 2013/2014;
  - maintaining a good credit rating to ensure favourable lending rates and terms; and
  - successfully implementing the Standard Chart of Accounts (SCOA) as promulgated
  - Spending budgets to maximise delivery.

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The Municipality's annual budget comprises an operating budget and a capital budget. The operating budget funds employee salaries, operating costs, purchases and assistance for the poor, such as free basic water and sanitation. The Municipality's business and service delivery priorities were reviewed and where appropriate, funds were transferred from low- to high-priority programmes so as to maintain sound financial stewardship. The focus is to critically review expenditure on non-core items.

The capital budget is set aside for spending on infrastructure and services, such as roads, water and electricity as well as the many other utilities and services that Overstrand needs in order to function, grow and offer opportunities to its residents.

The entire budget amount per annum is based on the income that the Municipality expects to derive from rates, service charges, and grants and subsidies. During the 2015/16 financial year, the Municipality managed to spend 89% of its capital budget, 95.2% of its operating budget (pre-audit outcome) and raised 102.1% of the total revenue budget.

### *Financial Management Reforms*

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In order to achieve our objectives, the Municipality has implemented the following financial management reforms to ensure that resources are used efficiently:

- Efficient costing of services and projects by identifying and managing the cost drivers.
- Active use of forecasts and projections to manage cash flow efficiently.
- Active monitoring of income and expenditure against pre-determined budget targets/projections.
- Set financial benchmarks and monitor performance against them.
- Development of a feasible capital funding strategy.
- Development of a feasible cash and investment strategy.
- Exploring additional funding sources.

### **b) Highlights: Financial Services**

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Highlights	Description
Supply Chain Management	The Contract Management Office managed the systems development project of the SCMU IT system (SCM, Contract Management and Records Management), Western Cape Suppliers Database Integration (WCSD); Central Supplier Database (CSD) and the Inventory/Stores electronic requisition system. The above projects is to be implemented in the new financial year (envisaged: 1 July 2017)

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Highlights	Description
Budgeting & Accounting Services	During the financial year the Budget Office was a key role player in the further roll-out and implementation of SCOA and the monitoring of the SCOA budget during the 2015/2016 financial year.
Expenditure and Asset Management	Municipal Financial Management Programme Training – In addition to the three (3) Managers in the Department, who had to complete the program as a requirement set by National Treasury, a further eight (8) officials also successfully completed the Municipal Financial Management Programme Training. This has resulted in the attainment of the required competency levels for middle and senior managers, in terms of National Treasury's minimum MFMA Competency Regulations, by more than half of the staff in the Department.
	The reconciling of Creditor Statements per the SAMRAS Financial System, developed and incorporated by Bytes Systems Integration (Pty) Ltd as part of their Financial System during the 2012/13 financial year, continued to support this division in providing detailed and meaningful reporting whilst also performing an integral part of the internal control measures. This system was further enhanced during the 2015/16 financial year to also include an exception reporting tool to assist with the continuous reconciliation of the Creditors Control Account.
	In conjunction with the other Financial Services Directorate's departments, the Expenditure & Asset Management Department successfully contributed to the implementation of mSCOA with effect from 01 July 2015. After being identified as one of the Pilot Sites by National Treasury, the Municipality had to prepare for the early implementation of mSCOA while the remainder of the municipalities will have to follow suite as from 01 July 2017.

**Table 190.: Financial Services Highlights**

### c) Challenges: Financial Services

Description	Actions to address
Priorities in terms of Management Information Systems	An optimal solution, with reference to the Municipal Regulations on a Standard Chart of Accounts (mSCOA) in terms of Notice 312 of 2014, Government Gazette No. 37577, that defines as follows: "minimum system requirements" means those specifications for an integrated software solution, incorporating an enterprise resource management system determined in terms of regulation 7;".
Strategic considerations	A review of existing systems and procedures within the directorate is identified as a priority, in order to ensure increased productivity and efficiency.

**Table 191.: Financial Services Challenges**

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the types of account raised and recovered	R'000								
	2013/14			2014/15			2015/16		
	Billed in Year	Actual for accounts billed in year	Pro-portion of accounts value billed that were collected in the year	Billed in Year	Actual for accounts billed in year	Pro-portion of accounts value billed that were collected in the year	Billed in Year	Actual for accounts billed in year	Pro-portion of accounts value billed that were collected in the year
			%			%			%
Property Rates	134 986 496	135 114 915	100.10	152 870 211	152 198 790	99.56	164 554 174	163 232 422	99.20
Electricity									
	268 054 838	272 659 792	101.72	286 570 504	286 185 113	99.87	324 599 230	322 497 784	99.35
Water									
	95 129 895	94 389 380	99.22	108 390 730	107 050 358	98.76	114 179 433	112 610 471	98.63
Sanitation									
	62 875 144	62 327 702	99.13	68 661 181	68 373 835	99.58	72 727 557	72 303 985	99.42
Refuse									
	52 974 366	52 513 487	99.13	56 769 517	56 458 460	99.45	61 689 127	61 245 179	99.28

**Table 192.: Debt recovery**

### d) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/ 2016			
						Target	Actual	R	Corrective Measures
TL1	The provision of democratic, accountable and ethical governance	98% of the operational conditional grant (Libraries, CDW) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries, CDW)	All	100%	98%	100%		Target well met

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/ 2016			
						Target	Actual	R	Corrective Measures
TL17	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the available cash to cover fixed operating expenditure ((Available cash+ investments)/ Monthly fixed operating expenditure)	Ratio achieved	All	3.72	1.3	3.84		Target extremely well met
TL18	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations ((Total operating revenue- operating grants received)/debt service payments due within the year) (%)	Ratio achieved	All	17.13	17%	17.77%		Target well met
TL19	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services)	% achieved	All	10.36%	12.20%	10.43%		Target extremely well met
TL20	The provision of democratic, accountable and ethical governance	Financial statements submitted to the Auditor-General by 31 August 2015	Financial statements submitted	All	1	1	1		Target met
TL21	The provision of democratic, accountable and ethical governance	Submit a reviewed long term financial plan by end of October 2015	Submission of long term financial plan	All	1	1	1		Target met
TL26	The provision of democratic, accountable and ethical governance	The percentage of a municipality's budget (training budget) actually spent on implementing its workplace skills plan (Actual expenditure divided by the budget allocated)	% of the training budget spent on implementation of the WSP	All	100%	100%	100%		Target met
TL44	The provision and maintenance of municipal services	Provision of free basic electricity, refuse removal, sanitation and water in terms of the equitable share requirements	Number of households	All	6842	6,650	7,512		Target well met

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Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/ 2016			
						Target	Actual	R	Corrective Measures
TL45	The provision and maintenance of municipal services	Percentage of a municipality's capital budget actually spent on capital projects identified for 2015/16 in terms of the municipality's IDP {(Actual amount spent on projects as identified for the year in the IDP/Total amount budgeted on capital projects)X100}	% of the capital budget spent	All	88.21%	98%	92%		Target would have been met if the rolls over amounts are taken into consideration.
TL48	The provision and maintenance of municipal services	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2016 (Actual MIG expenditure/Allocation received)	% Expenditure of allocated funds	All	New TL performance indicator for 2015/2016. No comparatives available	100%	100%		Target met
TL51	The provision of democratic, accountable and ethical governance	Achieve a debt recovery rate not less than 96% (Receipts/total billed for the 12 month period x 100)	% Recovered	All	97.73%	96%	97.90%		Target well met

**Table 193.: Service delivery indicators: Financial Services**

Employees: Financial Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	0
4 - 6	50	49	51	45	46	41	5	4%
7 - 9	25	25	22	17	24	22	2	2%
10 - 12	22	25	24	24	25	21	4	4%
13 - 15	10	10	12	11	13	11	2	2%
16 - 18	5	4	4	4	4	4	-	-
19 - 20	1	1	1	1	1	1	-	-
<b>Total</b>	<b>113</b>	<b>114</b>	<b>114</b>	<b>102</b>	<b>113</b>	<b>100</b>	<b>13</b>	<b>12%</b>

**Table 194.: Employees: Financial services**

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### 3.10.3 Human Resource Services

#### a) Introduction to Human Resource Services

The Human Resources Department resort under the Director: Management Services and is responsible for the following functions:

- Strategic Human Resources
- Human Resources Administration
- Recruitment and Selection
- Labour Relations
- Performance Management
- Occupational Health and Safety
- Training and Development

The challenge is to move from Human Resources Management to Human Capital Management.

#### b) Service Delivery Priorities

##### *Strategic Human Resources*

To provide management with effective and efficient strategic advice and support with reference to new and amended legislation, interpretation of policies; organizational change, sound labour relation practices and health and safety environment.

##### *Recruitment and Selection*

To ensure that the right persons are appointed at the right time in the right positions are one of the most important challenges. This priority challenges in terms of legislation, cost and service delivery.

##### *Labour Relations*

To apply sound labour relations within the work place. Inform and advise management on the application of disciplinary code and procedures in order to comply with the necessary legislation and Bargaining Council Agreements.

#### c) Highlights: Human Resources

Highlights	Description
Human Resources Staff Page development on intraweb	Human Resources in process of developing their Staff Page on the intraweb in order to keep staff informed of Human Resources related matters.
Health and Wellness day	Health and Wellness days were held on 09/10 & 11 September 2015 at the different administrations.

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Highlights	Description
Performance Management	Performance Management Refresher Training was provided by Human Resources officials to Operational staff members at the various administrations on 09/11/16 & 17 March 2016.
Electronic time and attendance system	Introduced an electronic system.

**Table 195.: Human Resources Highlights**

### d) Challenges: Human Resources

Description	Actions to address
<p>Hosting of Employee Wellness days:</p> <p>The hosting of employee wellness day still remains a challenge, as the accredited Medical Aid funds are not keen to participate in our program, due to increased costs of testing of staff members</p>	<p>Human Resources makes budgetary provision for the appointment of Registered Nurses to assist at the Wellness Days</p>
<p>Performance Management:</p> <ul style="list-style-type: none"> <li>•Communication break-down between Managers and subordinates regarding performance appraisal. Also lack of feedback from managers to subordinates when evaluations are finalized.</li> <li>•Lack of responsibility of relevant managers to ensure that the evaluation documents are submitted by their subordinates.</li> <li>•Compliance rate is poor in certain directorates.</li> <li>•Certain employees and managers are reluctant to change their attitude towards performance management, resulting in them refusing to sign-off the performance documents.</li> </ul>	<p>One-on-One discussions need to take place between managers and subordinates</p> <p>Managers must ensure that the required performance management documentation is submitted timeously by familiarizing themselves with the due dates of the Performance Management Calendar.</p> <p>Managers must familiarize and keep to submission dates of the Performance Management Calendar in order to be compliant. Managers need to attend to communication from Human Resources regarding outstanding performance management documentation.</p> <p>Employees and managers need to acquaint themselves with the content of the Performance Management Framework Policy of the municipality in order to be compliant with the mentioned policy. Furthermore employees and managers must enquire from the Human Resources department in the event of uncertainties of queries regarding Performance Management</p>
<p>Injuries on Duty:</p> <p>Experience difficulty in getting medicine for injured employees on time.</p>	<p>The SCM process needs to be addressed in the procurement of medicine.</p>
<p>Sound labour relations:</p>	<p>To provide training, workshops and refresher courses</p>

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Description	Actions to address
With specific reference to the availability of initiators and chairpersons for disciplinary hearings, is a challenging aspect.	to all relevant role players. Human Resources department need to appoint a Labour Relations Officer to be to deal with this function.
<p>Electronic Time and Attendance: There are still problems encountered with the clocking devices. Sometimes the devices do not connect to the server.</p> <p>Employees still queue at the clocking devices due to the slowness of devices.</p> <p>Implementation: There are still places that need to be covered with the electronic time &amp; attendance system. As soon as those places are covered and the training been provided to those supervisors, then a date can be determined for full implementation of the electronic time and attendance system.</p>	<p>ICT department need to address server problem.</p> <p>The installation of the Electronic Time and Attendance System on PC's and or Cellphones. This will assist in the usage of the spare tablets at other locations where there is a shortage of devices.</p> <p>Awaited the new financial book year to cover other outstanding sites.</p>

**Table 196.: Human Resources Challenges**

### e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2014/15	Overall Performance for 2015/2016			
						Target	Actual	R	Corrective Measures
TL27	The provision of democratic, accountable and ethical governance	Review the Municipal Organisational Staff Structure by the end of June 2016	Structure reviewed	All	1	1	1		Target met
TL29	The provision of democratic, accountable and ethical governance	90% of the approved and funded organogram filled {(actual number of posts filled divided by the funded posts budgeted) x100}	% filled	All	92.31%	90%	92.80%		Target well met
TL30	The provision of democratic, accountable and ethical governance	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	The number of people from EE target groups employed	All	60.84	59	62		Target well met

**Table 197.: Service delivery indicators: Human Resources**

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Employees: Human Resource Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	2	2	2	2	0	-
4 - 6	5	5	4	4	4	4	0	-
7 - 9	0	0	0	0	0	0	0	-
10 - 12	9	9	9	9	9	9	0	-
13 - 15	1	2	2	2	2	1	1	50%
16 - 18	2	1	1	1	1	1	0	-
19 - 20	0	0	0	0	0	0	0	-
<b>Total</b>	<b>17</b>	<b>17</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>17</b>	<b>1</b>	16%
<i>Employees and Posts numbers are as at 30 June</i>								

**Table 198.: Employees: Human Resource services**

### 3.10.4 Information and Communication Technology (ICT) Services

#### a) Introduction to Information and Communication Technology (ICT) Services

The traditional role of ICT Departments in local government from being primarily a technical support function and to assist business on a re-active basis to resolve problems of a technical nature is long gone. For municipalities to deliver an ongoing, cost effective and quality service to all its communities it is imperative that the ICT Services Division becomes an equal partner with all Directorates in the municipality when alternative opportunities for improved service delivery mechanisms are contemplated.

The emergence of new ICT technology solutions to enable more effective service delivery while driving costs down necessitates even more than ever before, a sound and strategic alliance between lines of business and the ICT Services Division in the municipality.

Compared to many other municipalities, the ICT Services Division in the Overstrand Municipality is well positioned with a fully functional ICT Steering Committee that ensures proper governance and management of all ICT related initiatives, ICT policy frameworks and ICT work processes.

In addition to the Business and Operation reporting done at the ICT Steering Committee, it also serves also the platform where the ICT Services Division can:

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- Share information with Councilors, Executive management and management on emerging trends in the ICT Industry;
- Present to business, opportunities to exploit emerging ICT technologies to improve service delivery and
- To demonstrate to the continued alignment between lines of business and ICT and the value adds that can be achieved through ongoing alignment and collaboration.

### b) Highlights: ICT Services

Highlights	Description
Continued RF Network Upgrade	Upgrade the RF Network connections, some high site links and virtually all region office links being rolled out.
Reconfigure Storage system	The SAN Disk subsystems were upgraded and email archiving was put into place.
New SQL Server	Upgrade of the Municipal SQL System to the latest version as requested by various business systems to align with the required functionality and security measures in upgraded systems.
Time and Attendance Software upgrade	Collaboration on T&A project from a Technical perspective (Server hardware, device configuration and network setup) and ongoing technical support.

**Table 199.: ICT Service Highlights**

### c) Challenges: ICT Services

Description	Actions to address
Global Service Desk	System Procured, Scoping and gathering requirements that are cross department and functional areas. See how a global service desk can increase communication, response, collaboration, problem resolution and more clearly define responsibility and urgency.
Funds for new PC's	Investigating alternative forms of finance to procure needed PC's and investigates alternative options to present standardised workstation and access to employees.
Telecoms systems and infrastructure	Ensure viable telecoms infrastructure in terms of future sustainability, lowering fixed costs and driving down usage costs.
Network monitoring tools	Managing and monitor Network Toolsets (RF and LAN/WAN)

**Table 200.: ICT Service Challenges**

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Employees: ICT Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees (posts filled)	Posts	Employees (posts filled)	Vacancies (fulltime equivalents )	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	0
0-3	0	0	0	0	0	0	0	0
4 - 6	0	0	0	0	0	0	0	0
7 - 9	1	1	1	1	1	1	0	0
10 - 12	3	4	4	4	4	4	0	0
13 - 15	0	0	0	0	1	0	1	12.5%
16 - 18	1	0	0	2	2	2	0	0
19 - 20	0	0	0	0	0	0	0	0
ICT Interns		2	2	2	0	0	0	0
<b>Total</b>	<b>5</b>	<b>7</b>	<b>7</b>	<b>9</b>	<b>8</b>	<b>7</b>	<b>1</b>	<b>12.5%</b>
<i>Employees and post numbers are as at 30 June.</i>								

**Table 201.: Employees: ICT Services**

CAPITAL EXPENDITURE 2015/16: ICT SERVICES						
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Total Project Value	Budget Variance	
					R.	0%
UPGRADE RF NETWORK (HAWSTON,STANFORD, SECTORS)	900,000	1,000,000	999,324	1,000,000	676	0.0676%
TERMINAL SERVER UPGRADE	100,000	0	0	0	0	0%
INTEGRATED ASSET MANAGEMENT & MAINTENANCE SYSTEM	930,000	2,230,000	2,230,000	2,230,000	0	0%
MINOR ASSETS:INFORMATION TECHNOLOGY	172,000	162,449	160,0088.77	162,449	2360.23	1.45%

**Table 202.: Capital Expenditure 2015/16: ICT Services**

The Time and Attendance was initially funded source via the MSIG Grant funding and changed to another Funding source in the course of the year. Permission was sought and received to change that funding to the improvement of IT Systems, which was granted nearing the end of the municipal financial year. The extra budget that was needed for the Additional Disc Storage for DR Site (R23,

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200.00) was transferred from the RF Network (High site upgrade) capital project, hence the change in budget for these projects.

### 3.10.5 Legal Services

#### a) Highlights: Legal Services

Highlights	Description
Legal Services	<p>No successful appeals against the municipality regarding the awarding of tenders and quotations.</p> <p>90% turnaround time for referrals by user departments.</p> <p>Increase in the provision of legal updates to respective user departments.</p> <p>The adoption and promulgation of the Land Use Planning and Impoundment of Animals by - law, and the development of three other draft by – laws, namely the Problem Building, Special Rating Area, and Public Events By – laws.</p> <p>Coordinate all litigious matters by and against the municipality, with no court orders issued against the municipality.</p> <p>Provide Monthly Departmental Reports.</p> <p>Provide Monthly EMT and TMT Reports.</p> <p>Provide Monthly Reports on Internal Court Meetings.</p> <p>Provide Monthly Financial Reports on the Additional Court.</p> <p>Provide Monthly Operational Reports on all traffic related offences.</p> <p>Provide Monthly Reports on all new and pending non – traffic related by – law, building and planning law contraventions.</p>

**Table 203.: Legal Services Highlights**

#### b) Challenges: Legal Services

Description	Actions to address
Ensure that the municipal court is a success	<p>Proper project management, people management skills, controls and performance management.</p> <p>Ensure that regular meetings take place to address all possible risk and resolve it soon as possible.</p>
<p>Ensure that legal service maintain its existing standard of objectivity and focus on corporate governance, irrespective of external and internal pressure</p> <p>Ensure that each problem is defined correctly and understanding the implications of not resolving the problem. In retrospect legal services not only identify the problem but also find the solution.</p> <p>Ensure proper budget control to ensure that the</p>	<p>Establish the cause of the problem, and not only the symptoms.</p> <p>A standard operating procedure document has been drafted for legal services, which sets out the correct administrative and operational procedures when dealing with any legal matter. This will assist not only legal services but also the organization to mitigate any risk flowing from any legal matter whether litigious or not.</p>

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Description	Actions to address
department operate to both an optimum and efficient level.	

**Table 204.: Legal Services Challenges**

Employees: Legal Services								
Job Level	2011/12	2012/13	2013/14	2014/15	2015/16			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	-
4 - 6	0	0	0	0	0	0	0	-
7 - 9	1	1	1	3	3	3	0	-
10 - 12	0	0	0	1	1	1	0	-
13 - 15	0	1	0	2	2	1	1	50%
16 - 18	1	1	1	1	1	1	0	-
19 - 20	0	0	0	0	0	0	0	-
<b>Total</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>1</b>	
<i>Employees and Posts numbers are as at 30 June.</i>								

**Table 205.: Employees: Legal Services**

### 3.10.6 Procurement Services

#### a) Highlights: Procurement Services

Highlights	Description
Supply Chain Management IT System	<p>User testing of the SCM Electronic Processing System-SAMRAS (Integrating Contract Management and records management into SCM) was undertaken during the 2014/2015 financial year. It is expected that the system will be implemented by June 2017.</p> <p>Overstrand Municipality in collaboration with Provincial Treasury and the municipalities within the Overberg District have decided to Migrate their Supplier Database's to a Centralized Western Cape Supplier Database. National Treasury instructed in 2015 that all spheres of Government should be integrated to the Central Suppliers Database (CSD). It is expected that the municipalities will make use of the CSD by March 2017.</p> <p>The Inventory and stores section of SCM at Overstrand Municipality was selected to pilot a full electronic end to end</p>

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Highlights	Description
	stores system for the SAMRAS user group. It is expected that this development will be implemented by June 2017

**Table 206.: Procurement Services Highlights**

### b) Challenges: Procurement Services

Description	Actions to address
The implementation of Clause 44 & 45 of the Overstrand Municipality's Supply Chain Management Policy (SCMP). The Municipality does not have a database of persons in the service of the state, despite making every attempt to achieve 100% compliance with the SCMP.	No database exists that is regularly updated and maintained that is available to Local Government. Continuous engagement with Provincial Treasury and other role players to ensure that a viable solution to address the problem is found.
The eradication of the occurrence of irregular expenditure.	Strengthening of the control environment to ensure that irregular expenditure is effectively detected and prevented. Creating continuous awareness of the risks of non-compliance and the controls that have been implemented to ensure that we obtain the "buy-in" of all the relevant role players.

**Table 207.: Procurement Services Challenges**

### c) Service Statistics for Procurement Services

1. The Buyer's Division processed transactions as follows from the 2011/12 financial year. This is a new division and no comparative results are available.

Buyer's Section	Activities	Total No	Monthly Average	Daily Average
<b>2011/12</b>	Requests processed	10 313	1 719	78
<b>2011/12</b>	Orders processed	11 661	1 944	88
<b>2012/13</b>	Requests processed	10 804	900	43
<b>2012/13</b>	Orders processed	9 808	817.33	39.39
<b>2013/14</b>	Requests processed	10 556	879	43
<b>2013/14</b>	Orders processed	9 897	825	40
<b>2014/15</b>	Requests processed	12 682	1057	50
<b>2014/15</b>	Orders processed	9 772	814	39

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Buyer's Section	Activities	Total No	Monthly Average	Daily Average
<b>2015/16</b>	Requests processed	8269	690	32
<b>2015/16</b>	Orders processed	7846	654	30

**Table 208.: Activities of the Buyer's Section**

2. The Procurement Division is primarily responsible for the formal bidding processes through the bid committee system and has processed the following transactions:

Bids awarded 2015/16	Total	Monthly average	Value R
Requests registered	104	8.67	n/a
Requests cancelled or referred back	14	1.16	n/a
Extensions	20	1.67	R 41,048,711.54
Bids received (number of documents)	376	31.33	n/a
Bids awarded	103	8.58	R1,155,263,132.22
Bids awarded ≤ R200 000	20	1.67	R1,920,992.64
Appeals registered	3	0.25	n/a
Successful Appeals	0	0	n/a

**Table 209.: Transactions processed by the Procurement Division**

3. Deviations from Council's Supply Chain Management Policy can be analyzed as follows:

Type of deviation	Number of deviations	%	Value of deviations	Percentage of total deviations value
Clause 36(1)(a)(i)- Emergency	8	1.20%	R 392,387.87	1.55%
Clause 36(1)(a)(ii)- Sole Supplier	14	2.11%	R481,495.19	1.90%
Clause 36(1)(a)(iii)- Unique arts	2	0.30%	R80,000.00	0.32%
Clause 36(1)(a)(v)- Impractical / impossible	641	96.39%	R 24,327,112.83	96.23%
<b>Total</b>	<b>665</b>	<b>100.00</b>	<b>R25,280,995.89</b>	<b>100%</b>

**Table 210.: Statistics of deviations from the SCM Policy**

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### 3.11 COMPONENT L: SERVICE DELIVERY PRIORITIES FOR 2016/17

The main development and service delivery priorities for 2016/17 forms part of the Municipality's top layer SDBIP for 2016/17 and are indicated in the table below:

#### 3.11.1 Basic Service Delivery

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL2	m <sup>2</sup> of roads patched and resealed according to Pavement Management System within available budget	m <sup>2</sup> of roads patched and resealed	All	100,000
TL3	Quality of effluent comply 90% with general limit in terms of the Water Act (Act 36 of 1998)	% compliance	All	90%
TL4	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	All	95%
TL5	Limit unaccounted water to less than 20% {(Number of kilolitre water purified - Number of kilolitre water sold)/Number of kilolitre sold x 100}	% of water unaccounted for	All	20%
TL20	Limit electricity losses to 7.5% or less {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated) x 100}	% of electricity unaccounted for	All	7.50%
TL21	Report on the implementation of the Water Service Development plan annually by the end of October 2016	Report submitted	All	1
TL35	Provision of water to informal households based on the standard of 1 water point to 25 households	The number of taps installed in relation to the number of informal households	All	126
TL36	Provision of cleaned piped water to all formal households within 200 m from households	No of formal households that meet agreed service standards for piped water	All	32,483
TL37	Provision of refuse removal, refuse dumps and solid waste disposal to all formal households at least once a week	Number of formal households for which refuse is removed at least once a week	All	33,081
TL38	Provision of refuse removal, refuse dumps and solid waste disposal to all informal households at least once a week	Number of weekly removals of refuse in informal households (Once per week = 52 weeks per annum)	All	52
TL39	Provision of Electricity: Number of metered electrical connections in formal areas (Eskom Areas excluded)	Number of formal households that meet agreed service standards	All	25,700
TL40	Provision of free basic electricity, refuse removal, sanitation and water in terms of the equitable share requirements	Number of households	All	7,100

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Ref	KPI	Unit of Measurement	Wards	Annual Target
TL41	Percentage of a municipality's capital budget actually spent on capital projects identified for 2016/17 in terms of the municipality's IDP by end December 2016 {(Actual amount spent on projects as identified for the year in the IDP/Total amount budgeted on capital projects)X100}	% of the capital budget spent	All	25%
TL42	The provision of sanitation services to informal households based on the standard of 1 toilet to 5 households	The number of toilet structures provided in relation to the number of informal households	All	629
TL43	Provision of sanitation services to formal residential households	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	All	32,483
TL44	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2017 (Actual MIG expenditure/Allocation received)	% Expenditure of allocated funds	All	100%

**Table 211.: Service Delivery Priorities for 2016/17– Basic Service Delivery**

### 3.11.2 Good Governance

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL6	Ward committee meetings held to facilitate consistent and regular communication with residents	Number of ward committee meetings per ward per annum	All	8
TL7	Submit two progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team by end December 2016	Number of progress reports submitted	All	2
TL22	The percentage of a municipality's budget (training budget) actually spent on implementing its workplace skills plan (Actual expenditure divided by the budget allocated)	% of the training budget spent on implementation of the WSP	All	100%
TL23	Review the Municipal Organisational Staff Structure by the end of June 2017	Structure reviewed	All	1
TL24	Revise the Section 14 Access to Information Manual by the end of June 2017 to ensure compliant and up to date policies	Manual revised	All	1
TL25	90% of the approved and funded organogram filled {(actual number of posts filled divided by the funded posts budgeted) x100}	% filled	All	90%
TL26	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	The number of people from EE target groups employed	All	60

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Ref	KPI	Unit of Measurement	Wards	Annual Target
TL27	Provide legal assistance and input on policies, contracts, agreements, legislation, by-laws and authorities within 5 working days	Number of responses to legal assistance provided within 5 working days	All	480
TL28	Monthly Reports on additional court matters	Number of reports on court matters	All	24

**Table 212.: Services Delivery Priorities for 2016/17- Good Governance**

### 3.11.3 Optimization of financial resources

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL1	98% of the operational conditional grant (Libraries, CDW) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries, CDW)	All	98%
TL15	Financial viability measured in terms of the available cash to cover fixed operating expenditure ((Available cash+ investments)/ Monthly fixed operating expenditure)	Ratio achieved	All	1.5
TL16	Financial viability measured in terms of the municipality's ability to meet its service debt obligations ((Total operating revenue-operating grants received)/debt service payments due within the year) (%)	Ratio achieved	All	17.20%
TL17	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services)	% achieved	All	12.20%
TL18	Financial statements submitted to the Auditor-General by 31 August 2016	Financial statements submitted	All	1
TL19	Submit a reviewed long term financial plan by end of October 2016	Submission of long term financial plan	All	1
TL46	Achieve a debt recovery rate not less than 96% (Receipts/total billed for the 12 month period x 100)	% Recovered	All	96%

**Table 213.: Services Delivery Priorities for 2016/17 – Optimization of financial resources**

### 3.11.4 Safe and Healthy environment

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL30	Annually review and submit Disaster Management Plan to the District by the end of June 2017	Reviewed plan submitted	All	1

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Ref	KPI	Unit of Measurement	Wards	Annual Target
TL31	Arrange public awareness sessions on Protection Services	Number of sessions held	All	50
TL32	Annually review Community Safety Plan by the end of June in conjunction with the Department of Community Safety	Plan reviewed	All	1
TL33	Review the Fire Management Plan by the end of June 2017	Plan reviewed	All	1
TL34	Collect R10,000,000 Public Safety Income by 30 June 2017	R-value of public safety collected income	All	R 10,000,000

**Table 214.: Services Delivery Priorities for 2016/17 – Safe and Healthy environment**

### 3.11.5 Social upliftment and Economic Development

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL8	Provide three reports on LED and Tourism initiatives to Council by end June 2017	Number of reports on LED & Tourism initiatives	All	3
TL9	Report to Executive Mayor on Grants to festival organisers through Service Level Agreements (SLA) by end July 2016	Number of reports submitted	All	1
TL10	Support 30 SMME's in terms of the SMME Development Programme by 30 June 2017	Number of SMME's supported	All	30
TL11	Raise funds for local economic development through financial and non-financial resources mobilisation	Number of MOU's entered into and amount generated	All	2
TL12	Manager LED to report quarterly to Director LED on linkages established with other spheres of government, agencies, donors, SALGA and other relevant bodies for benefit of local area/Stakeholder engagement and creation of partnerships to broaden economic benefit for local communities	Quarterly report on linkages established. Database of Stakeholders/ No of initiatives	All	4
TL13	The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 421 work opportunities)	Number of temporary jobs created	All	421
TL14	Monthly monitor the statistics on the usage of the LED Walk-in Centre (outreach & referral purposes) through the attendance registers	Monthly registers on LED outreach statistics (walk in centre)	All	12
TL29	Convene quarterly LDAC (Local Drug Action Committee) meetings	Quarterly LDAC meetings	All	4
TL45	Compile an action plan to improve on the LED maturity assessment	Plan Completed	All	1

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Ref	KPI	Unit of Measurement	Wards	Annual Target
TL47	Support 20 SMME's in terms of the Emerging Contractor Development Programme by 30 June 2017	Number of Emerging Contractors supported	All	20

**Table 215.:** *Services Delivery Priorities for 2016/17 – Social Upliftment and Economic Development*

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### CHAPTER 4



*Wellness Day*

#### 4.1 National Key Performance Indicators – Municipal Transformation and Organisational Development

The following table indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and the Performance Management Regulations of 2001 and section 43 of the MSA. These key performance indicators are linked to the National Key Performance Area – Municipal Transformation and Organisational Development.

KPA & Indicators	Municipal Achievement	Municipal Achievement	Municipal Achievement	Municipal Achievement	Municipal Achievement
	2011/12	2012/13	2013/14	2014/15	2015/16
The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	54	64	63	61	62
The percentage of a municipality's budget actually spent on implementing its workplace skills plan	100	100	100	99.64	99.70

**Table 216.: National KPIs– Municipal Transformation and Organisational Development**

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#### 4.2 Introduction to the Municipal Workforce

For the 2015/16 financial year Overstrand Municipality employed **1033** (excluding non-permanent positions) officials (62 new appointees during 2015/16), who individually and collectively contribute to the achievement of Municipality's objectives. The primary objective of Human Resource Management is to render an innovative HR service that addresses both skills development and an administrative function.

##### 4.2.1 Employment Equity

The Employment Equity Act (1998) Chapter 3, Section 15 (1) states that affirmative action measures are measures designed to ensure that suitable qualified people from designated groups have equal employment opportunities and are equitably represented in all occupational categories and levels in the workforce of a designated employer. The national performance indicator also refers to: "Number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan".

The Employment Equity targets and goals are presented to Management at shortlisting's during the recruitment and selection process. Employment Equity targets and goals which include the three highest levels of Management are provided to Directors on a monthly basis to create awareness of targets and goals set within the Employment Equity Plan. Employment Equity meetings are set to outline the targets and goals achieved during the year.

##### a) Employment Equity targets/actual

African		Coloured		Indian		White	
Target June	Actual June	Target June	Actual June	Target June	Actual June	Target June	Actual June
10	6	26	17	0	0	23	39

**Table 217.:** 2015/16 EE targets/Actual by racial classification (3 Highest levels of management)

African		Coloured		Indian		White	
Target June	Actual June	Target June	Actual June	Target June	Actual June	Target June	Actual June
344	315	572	499	2	2	202	217

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**Table 218.: 2015/16 EE targets/Actual by racial classification (Total Workforce)**

Male (Including Disabilities)		Female (Including Disabilities)	
Target June	Actual June	Target June	Actual June
674	734	446	299

**Table 219.: 2015/16 EE targets/actual by gender classification**

### b) Employment Equity vs. Population

Description	African	Coloured	Indian	White	Total
Population numbers	1912547	2840404	60761	915053	5728765
<b>% Population</b>	<b>31.3</b>	<b>52.4</b>	<b>0.3</b>	<b>16</b>	<b>100</b>
Number for positions filled	315	499	2	217	1033
<b>% for Positions filled</b>	<b>30.49</b>	<b>48.31</b>	<b>0.19</b>	<b>21.01</b>	<b>100</b>

**Table 220.: EE population 2015/16**

### c) Occupational Levels – Race

The table below categorises the number of employees by race within the occupational levels:

Occupational	Male				Female				Total
Levels	A	C	I	W	A	C	I	W	
Top Management	1	2	0	2	0	1	0	1	7
Senior management	0	1	0	2	0	0	0	0	3
Professionally qualified and experienced specialists and mid-management	3	9	0	22	2	4	0	12	52
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	10	63	0	49	6	26	1	37	192
Semi-skilled and discretionary decision making	75	145	0	21	32	74	0	57	404
Unskilled and defined decision making	166	150	1	12	20	24	0	2	375
Total permanent	255	370	1	108	60	129	1	109	1033
Non- permanent employees	111	109	0	11	37	66	0	6	340
<b>Grand total</b>	<b>366</b>	<b>479</b>	<b>1</b>	<b>119</b>	<b>97</b>	<b>195</b>	<b>1</b>	<b>115</b>	<b>1373</b>

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**Table 221.: Occupational Levels**

### 4.2.2 Vacancy Rate

The approved organogram for the municipality had **1113** posts for the 2015/2016 financial year. The actual positions filled are indicated in the tables below by post level and by functional level. **80** Posts were vacant at the end of (2015/16), resulting in a vacancy rate of **7.19%**.

Vacant posts are budgeted for.

Below is a table that indicates the vacancies within the municipality:

Per Post Level		
Post level	Filled	Vacant
MM &MSA section 57 & 56	7	0
Middle management <b>(T14-T19)</b>	56	6
Admin Officers <b>(T4-T13)</b>	601	64
General Workers <b>(T3)</b>	369	10
<b>Total</b>	<b>1033</b>	<b>80</b>
Per Functional Level		
Functional area	Filled	Vacant
Municipal Manager	11	1
Management Services	45	6
Financial Services	100	13
Community Services	640	31
Protection Services	119	11
Infrastructure and Planning Services	114	16
Economic Development Services	4	2
<b>Total</b>	<b>1033</b>	<b>80</b>

**Table 222.: Vacancy rate per post and functional level**

The table below indicates the number of staff per level expressed as total positions and current vacancies express as full time staff equivalents:

Salary Level	Number of current critical vacancies	Total posts as per organogram	Vacancy job title	Vacancies (as a proportion of total posts per category)
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Salary Level	Number of current critical vacancies	Total posts as per organo-gram	Vacancy job title	Vacancies (as a proportion of total posts per category)
Municipal Manager	0	1	n/a	0
Chief Financial Officer	0	1	n/a	0
Other Section 57 Managers	0	5	n/a	0
Highly skilled supervision (T4-T13)	1	3	Supervisor: Electrical Services	31.58%
	2	10	Artisan Plumber	
	2	13	Artisan Electrician	
	1	5	Building Inspector	
	1	1	Accountant: Procurement	
	1	1	Accountant: Costing	
	1	2	Internal Auditor	
	1	1	Senior Accountant: Procurement	
	1	1	Senior Accountant: Assets and Insurance	
	1	1	Principal Technician IT	
<b>Total</b>	<b>12</b>	<b>38</b>		<b>31.58%</b>

**Table 223.: Vacancy rate per salary level**

#### 4.2.3 Turnover rate

A high turnover may be costly to a municipality and might negatively affect productivity, service delivery and institutional memory/organizational knowledge. Below is a table that shows the turnover rate within the municipality. The turnover rate shows a **decrease** from **5.28%** in 2014/15 to **4.67%** in **2015/16**. **Terminations during 2015/16 were mostly due to: 55.8% resignations; 26.9% early retirement & retirement; 11.6% dismissal; 1.9% death; 1.9% disability and 1.9% absconded.**

The table below indicates the turn-over rate for the past three financial years:

Financial year	Total no appointments at the end of each Financial Year	New appointments	No Terminations during the year	Turn-over Rate
2011/12	56	56	59	5.40%

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Financial year	Total no appointments at the end of each Financial Year	New appointments	No Terminations during the year	Turn-over Rate
2012/13	57	57	56	5.00%
2013/14	58	58	64	5.80%
2014/15	113	113	62	5.28%
2015/16	62	62	52	4.67%

**Table 224.: Turnover Rate**

### 4.3 Managing the Municipal Workforce

Managing the municipal workforce refers to analyzing and coordinating employee behavior.

#### 4.3.1 Injuries

An occupational injury is a personal injury, disease or death resulting from an occupational accident. Compensation claims for such occupational injuries are calculated according to the seriousness of the injury/disease and can be costly to a municipality. Occupational injury will influence the loss of man hours and therefore financial and productivity performance.

The injury rate remains the same for the 2015/16 financial year with **164** employees injured. Due to the nature of the injuries the duration of absenteeism due to Injury on duty (IOD) is lengthy in terms of IOD leave.

The table below indicates the total number of injuries within the different directorates:

Directorates	2011/12	2012/13	2013/14	2014/15	2015/16
Municipal Manager	0	0	0	0	0
Management Services	1	1	1	0	8
Financial Services	6	6	5	4	2
Community Services	127	98	110	3	120
Protection Services	24	12	16	117	14
Infrastructure and Planning Services	22	23	18	21	19
Economic Development Services	3	0	1	19	1
<b>Total</b>	<b>183</b>	<b>140</b>	<b>151</b>	<b>164</b>	<b>164</b>

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**Table 225.: Injuries**

#### 4.3.2 Sick Leave

The number of day's sick leave taken by employees has service delivery and cost implications. The monitoring of sick leave identifies certain patterns or trends. Once these patterns are identified, corrective action can be taken.

The total number of employees that have taken sick leave during the 2015/16 financial year shows a 28% **decrease** when comparing it with the 2014/15 financial year. The decrease in sick leave taken can be assigned to the reduction in the staff complement of more than 50 staff members. Furthermore are done regularly on a quarter basis which ensures that staff members do not abuse their sick leave.

The table below indicates the total number sick leave days taken within the different directorates:

Department	2011/12	2012/13	2013/14	2014/15	2015/16
Municipal Manager	35	54	14	14	22
Management Services	333	237	82	195	164
Financial Services	1152	668	471	791	392
Community Services	8390	4835	3799	4813	3395
Protection Services	819	463	282	608	418
Infrastructure and Planning Services	1176	546	491	525	608
Economic Development Services	45	4	28	19	17
<b>Total</b>	<b>11950</b>	<b>6807</b>	<b>5167</b>	<b>6965</b>	<b>5016</b>

**Table 226.: Sick Leave**

#### 4.3.3 HR Policies and Plans

Policies and plans provide guidance for fair and consistent staff treatment and a consistent approach to the managing of staff.

The table below shows the HR policies and plans that are approved and that still needs to be developed:

Approved policies	
Name of policy	Date approved/ revised

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Approved policies	
Dress Code Guidelines	28 April 2016
Employment Equity Policy	Reviewed 26 June 2015
Employment Equity Plan	Reviewed 26 June 2015
Collective Agreement Conditions of Service	Adopted (SALGBC) 1 April 2016
Main Collective Agreement	Adopted (SALGBC) 3 February 2016
Municipal Code of Conduct	Schedule 2 of the Municipal Systems Act 32 of 2000
Salary & Wage Collective Agreement	Adopted (SALGBC) 1 July 2015
Incapacity: Ill Health/ Injury Policy	24 June 2015
Sexual Harassment	November 2008
Employee Study Aid Policy	Reviewed 25 November 2015
Incapacity: Ill health/Injury policy	Reviewed June 2015
Policy on Membership of Medical aid Funds	Reviewed 28 April 2016
Policies still to be developed	
Name of policy	Proposed date of approval
None	

**Table 227.: HR policies and plans**

#### 4.4 Capacitating the Municipal Workforce

Section 68(1) of the MSA states that municipality must develop its human resource capacity to a level that enables it to perform its functions and exercise its powers in an economical, effective, efficient and accountable way. For this purpose the human resource capacity of a municipality must comply with the Skills Development Act (SDA), 1998 (Act No. 81 of 1998), and the Skills Development Levies Act, 20 1999 (Act No. 28 of 1999).

##### 4.4.1 Skills Matrix

The table below indicates the number of employees that received training in the year under review:

Management level	Gender	Number of employees identified for training at start of the year (2015/16)	Number of Employees that received training (2015/16)
MM and S57	Female	0	0
	Male	0	0
Legislators, senior officials and managers	Female	1	5
	Male	0	9

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Management level	Gender	Number of employees identified for training at start of the year (2015/16)	Number of Employees that received training (2015/16)
Associate professionals and Technicians	Female	3	4
	Male	22	7
Professionals	Female	12	13
	Male	4	9
Clerks	Female	38	92
	Male	14	16
Service and sales workers	Female	19	16
	Male	58	6
Craft and related trade workers	Female	0	70
	Male	0	0
Plant and machine operators and assemblers	Female	0	0
	Male	0	0
Elementary occupations	Female	7	11
	Male	215	113
<b>Sub total</b>	<b>Female</b>	<b>80</b>	<b>127</b>
	<b>Male</b>	<b>313</b>	<b>235</b>
<b>Total</b>		<b>393</b>	<b>362</b>

**Table 228.: Skills Matrix**

#### 4.4.2 Skills Development – Training provided

The Skills Development Act (1998) and the Municipal Systems Act, (2000), require employers to supply employees with the necessary training in order to develop its human resource capacity. Section 55(1)(f) states that as head of administration the Municipal Manager is responsible for the management, utilization and training of staff.

Occupational categories	Gender	Training provided in 2015/16						
		Learnerships		Skills programmes & other short courses		Total		
		Actual	Target	Actual	Target	Actual	Target	% Variance
Technicians and associate	Female	0	0	4	3	4	3	133.33

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Occupational categories	Gender	Training provided in 2015/16						
		Learnerships		Skills programmes & other short courses		Total		
		Actual	Target	Actual	Target	Actual	Target	% Variance
professionals	Male	0	0	7	22	7	22	31.82
Clerks	Female	13	14	79	38	92	52	176.92
	Male	4	3	12	14	16	17	94.12
Service and sales workers	Female	0	0	6	19	6	19	31.58
	Male	0	0	70	58	70	58	120.69
Craft and related trade workers	Female	0	0	0	0	0	0	0
	Male	0	0	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0	0	0
	Male	0	0	11	0	11	0	0
Elementary occupations	Female	0	0	7	7	7	7	100
	Male	4	22	109	215	113	237	47.68
<b>Sub total</b>	<b>Female</b>	<b>13</b>	<b>14</b>	<b>96</b>	<b>67</b>	<b>109</b>	<b>81</b>	<b>134.57</b>
	<b>Male</b>	<b>8</b>	<b>25</b>	<b>209</b>	<b>309</b>	<b>217</b>	<b>334</b>	<b>64.97</b>
<b>Total</b>		<b>21</b>	<b>39</b>	<b>305</b>	<b>376</b>	<b>326</b>	<b>415</b>	<b>78.55</b>

**Table 229.: Skills Development**

#### 4.4.3 Skills Development - Budget allocation

The table below indicates that a total amount of **R2 000 000.00** were allocated to the workplace skills plan and that **99.70%** of the total amount was spent in the (2015/16) financial year:

Year	Total personnel budget	Total Allocated	Total Spend	% Spent
2011/12	R193 778 285	R3 171 200	R3 171 200	100
2012/13	R 824 059 000.00	R2 416 000.00	R2 412 976.34	99.87%
2013/14	R260 431 000.00	R2 010 000.00	R2 010 000.00	100%
2014/15	R291 593 000.00	R2 222 400	R 2 216 101,89	99.64 %
2015/16	R314 204 000.00	R2 000 000.00	R1 994 015.20	99.70%

**Table 230.: Budget allocated and spent for skills development**

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### 4.4.4 MFMA Competencies

In terms of Section 83 (1) of the MFMA, the accounting officer, senior managers, the chief financial officer, non-financial managers and other financial officials of a municipality must meet the prescribed financial management competency levels that are key to the successful implementation of the Municipal Finance Management Act. National Treasury has prescribed such financial management competencies in Government Notice 493 dated 15 June 2007.

To assist the above-mentioned officials to acquire the prescribed financial competencies, National Treasury, with the collaboration of various stakeholders and role players in the local government sphere, developed an outcomes-based NQF Level 6 qualification in municipal finance management.

National treasury circular 6 extended the deadline to In terms of the Government Notice 493 of 15 June 2007, "(1) No municipality or municipal entity may, with effect 1 January 2013, employ a person as a financial official if that person does not meet the competency levels prescribed for the relevant position in terms of these Regulations."

Five Financial Interns were nominated to attend 15 unit standards of the Municipal Minimum Competency training during the 2015/16 financial year. The said programme for the interns commenced on 15/02/16 and will be completed by 11/11/16. To date (18/07/16) the interns completed 7 unit standards.

## 4.5 Managing the Municipal Workforce Expenditure

Section 66 of the MSA states that the accounting officer of a municipality must report to the Council on all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits. This is in line with the requirements of the Public Service Regulations, (2002), as well as National Treasury Budget and Reporting Regulations SA22 and SA23.

### 4.5.1 Personnel Expenditure

The percentage personnel expenditure is essential in the budgeting process as it reflects on current and future efficiency. The table below indicates the percentage of the municipal budget that was spent on salaries and allowance for the past two financial years and that the municipality is well within the national norm of between 35 to 40%:

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Financial year	Total Expenditure salary and allowances (R'000)	Total Operating Expenditure (R'000)	Percentage
	R'000	R'000	
2011/12	199 476	733 196	29.2
2012/13	224 760	745 589	30.16
2013/14	245,717	823 352	29.84
2014/15	277,924	924,126	30.07
2015/16	281,681	943,132	29,87

**Table 231.: Personnel Expenditure**

Below is a summary of Councilor and staff benefits for the year under review:

Financial year	2011/12	2012/13	2013/14	2014/15	2015/16	
Description	Actual	Actual	Actual	Actual	Original Budget	Actual
<b>Councillors (Political Office Bearers plus Other) R'000</b>						
Salary Package	6 717	7 084	7 414	7 534	8 037	7 960
Cell phone allowance	349	361	518	570	638	606
<b>Sub Total</b>	<b>7 066</b>	<b>7 445</b>	<b>7 932</b>	<b>8 104</b>	<b>8 675</b>	<b>8 566</b>
<b>% Increase/(decrease) from 2014/15 - 2015/16</b>	38.71%	5.36%	6.54%	2.17%	7.05%	5.70%
<b>Senior Managers of the Municipality R'000</b>						
Salary Package	7 081	8 100	8 567	9 190	9 735	9 543
Cell phone allowance	128	139	137	147	154	154
<b>Sub Total</b>	<b>7 209</b>	<b>8 239</b>	<b>8 704</b>	<b>9 337</b>	<b>9 889</b>	<b>9 697</b>
<b>% increase</b>	2.26%	6.86%	5.64%	7.27%	5.91%	3.85%
<b>Other Municipal Staff R'000</b>						
Basic Salaries and Wages	116 931	134 300	157 742	157 014	189 457	161 333
Pension Contributions	19 853	21 754	23 747	40 020	31 735	33 560
Medical Contributions Aid	7 354	7 983	8 828	9 363	11 618	9 829
Motor vehicle allowance	7 897	8 763	9 750	9 634	11 314	9 509
Cell phone allowance	725	1 169	1 273	1 241	1 348	1 273
Housing allowance	1 023	1 040	968	944	1 002	2 320
Overtime	12 030	12 423	14 370	14 780	15 046	15 724

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Financial year	2011/12	2012/13	2013/14	2014/15	2015/16	
Description	Actual	Actual	Actual	Actual	Original Budget	Actual
Other benefits or allowances	19 388	21 644	12 403	27 488	20 185	29 870
<b>Sub Total</b>	<b>185 201</b>	<b>209 076</b>	<b>229 081</b>	<b>260 483</b>	<b>281 705</b>	<b>263 418</b>
<b>% increase</b>	10.44%	12.89%	9.56%	13.70%	8.15%	1.13%
<b>Total Municipality</b>	<b>199 476</b>	<b>224 760</b>	<b>245 717</b>	<b>277 924</b>	<b>300 269</b>	<b>281 681</b>
<b>% increase</b>	10.92%	12.67%	9.32%	13.10%	8.04%	1.35%

*Table 232.: Personnel Expenditure*

## CHAPTER 5: FINANCIAL PERFORMANCE

### CHAPTER 5



This chapter provides details regarding the financial performance of the municipality for the **2015/16** financial year.

The municipality takes inflationary pressures into account when tariffs and operational expenditure are budgeted for.

The table below shows the 5 most expensive consultancy arrangements for the 2015/16 financial year:

Consultant arrangement	Cost	Reason for this engagement
V & V CONSULTING ENGINEERS	R 3,599,977.44	Appointment of Consultants for various groundwater and engineering projects in the Overstrand Municipal area.
AURECON SA	R2,067,618.40	Appointment of Consultants for various groundwater and engineering projects in the Overstrand Municipal area.
UMVOTO AFRICA	R 2,325,562.36	Appointment of Consultants for various groundwater and engineering projects in the Overstrand Municipal area.
ARCUS GIBB	R4,164,988.37	Appointment of Consultants for various groundwater and engineering projects in the Overstrand Municipal area.
WORLEY PEARSONS	R 3,629,189.54	Appointment of Consultants for various groundwater and engineering projects in the Overstrand Municipal area.

**Table 233.: 5 Most expensive consultants for 2015/16 financial year**

## CHAPTER 5: FINANCIAL PERFORMANCE

### COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

The Statement of Financial Performance provides an overview of the financial performance of the municipality and focuses on the financial health of the municipality.

#### 5.1 Financial Summary

The table below indicates the summary of the financial performance for the 2015/16 financial year:

Financial Summary							
R'000							
Description	2013/14	2014/15	2015/16			2015/16 Variance	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
<b>Financial Performance</b>							
Property rates	134 986	152 607	162 730	162 730	164 554	1.1%	1.1%
Service charges	479 034	521 423	566 784	568 784	573 195	1.1%	0.8%
Investment revenue	8 470	10 423	6 348	8 973	14 944	57.5%	66.5%
Transfers recognised - operational	67 835	60 473	90 324	103 555	103 629	12.8%	0.1%
Other own revenue	44 140	58 387	68 848	69 031	77 854	11.6%	12.8%
<b>Total Revenue (excluding capital transfers and contributions)</b>	734 466	803 312	895 035	913 073	934 177	4.2%	2.3%
Employee costs	260 250	269 820	291 593	292 827	273 115	-6.8%	-6.7%
Remuneration of councillors	7 933	8 104	8 674	8 674	8 566	-1.3%	-1.2%
Depreciation & asset impairment	99 817	122 559	111 362	111 362	123 514	9.8%	10.9%
Finance charges	39 938	43 447	46 895	46 895	46 207	-1.5%	-1.5%
Materials and bulk purchases	170 634	195 414	251 374	253 080	214 224	-17.3%	-15.4%
Transfers and grants	38 749	50 392	48 497	49 448	51 090	5.1%	3.3%
Other expenditure	207 299	234 390	206 135	227 438	226 415	9.0%	-0.4%
<b>Total Expenditure</b>	824 620	924 126	964 529	989 724	943 132	-2.3%	-4.7%
<b>Surplus/(Deficit)</b>	(90 154)	(120 814)	(69 494)	(76 651)	(8 956)	-676.0%	-88.3%
Transfers recognised - capital	38 090	55 498	63 354	60 761	60 651	-4.5%	-0.2%

## CHAPTER 5: FINANCIAL PERFORMANCE

Financial Summary							
R'000							
Description	2013/14	2014/15	2015/16			2015/16 Variance	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Contributions recognised - capital & contributed assets	8 985	1 272	1 000	1 000	–	-100.0%	-100.0%
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	(43 080)	(64 044)	(5 140)	(14 890)	51 696	109.9%	-447.2%
Share of surplus/ (deficit) of associate	(43 080)	(64 044)	(5 140)	(14 890)	51 696	109.9%	-447.2%
<b>Surplus/(Deficit) for the year</b>	(43 080)	(64 044)	(5 140)	(14 890)	51 696	109.9%	-447.2%
<b><u>Capital expenditure &amp; funds sources</u></b>							
<b>Capital expenditure</b>	<b>130 930</b>	<b>108 490</b>	<b>103 914</b>	<b>103 386</b>	<b>95 286</b>	<b>-9.1%</b>	<b>-7.8%</b>
Transfers recognised - capital	38 090	55 734	63 354	60 761	60 651	-4.5%	-0.2%
Public contributions & donations	8 985	607	1 462	1 462	–	-100.0%	-100.0%
Borrowing	70 634	39 012	32 346	33 419	27 189	-19.0%	-18.6%
Other	–	–	–	–	896	100.0%	100.0%
Internally generated funds	13 222	13 138	6 753	7 745	6 549	-3.1%	-15.4%
<b>Total sources of capital funds</b>							
<b><u>Financial position</u></b>							
Total current assets	176 410	220 542	207 929	206 935	311 815	33.3%	50.7%
Total non current assets	3 313 788	3 757 127	3 320 511	3 318 419	3 741 168	11.2%	12.7%
Total current liabilities	148 137	155 682	174 459	171 564	169 019	-3.2%	-1.5%
Total non current liabilities	520 970	602 191	617 668	627 225	611 666	-1.0%	-2.5%
Community wealth/Equity	2 821 090	3 219 796	2 736 314	2 726 564	3 272 298	16.4%	20.0%
<b><u>Cash flows</u></b>							
Net cash from (used) operating	79 114	123 461	110 861	97 687	162 836	31.9%	66.7%
Net cash from (used) investing	(130 047)	(101 315)	(110 144)	(109 616)	(99 338)	-10.9%	-9.4%
Net cash from (used) financing	29 945	19 683	7 409	7 409	6 296	-17.7%	-15.0%
<b>Cash/cash equivalents at the year end</b>	<b>63 158</b>	<b>104 987</b>	<b>97 547</b>	<b>100 467</b>	<b>174 781</b>	<b>44.2%</b>	<b>74.0%</b>

## CHAPTER 5: FINANCIAL PERFORMANCE

Financial Summary							
R'000							
Description	2013/14	2014/15	2015/16			2015/16 Variance	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
<b><u>Cash backing/surplus reconciliation</u></b>							
Cash and investments available	80 123	128 136	126 001	128 922	204 521	38.4%	58.6%
Application of cash and investments	(21 961)	(17 582)	8 224	11 740	(7 833)	205.0%	-166.7%
<b>Balance - surplus (shortfall)</b>	102 085	145 717	117 777	117 182	212 354	44.5%	81.2%
<b><u>Asset management</u></b>							
Asset register summary (WDV)	3 296 754	3 733 924	3 292 016	3 289 923	3 711 388	11.3%	12.8%
Depreciation & asset impairment	99 817	122 559	111 362	111 362	123 514	9.8%	10.9%
Renewal of Existing Assets	47 348	32 727	20 758	19 493	15 623	-32.9%	-19.9%
Repairs and Maintenance	150 358	158 026	121 077	121 077	109 377	-10.7%	-9.7%
<b><u>Free services</u></b>							
Cost of Free Basic Services provided	38 298	41 922	48 296	48 296	48 900	1.2%	1.3%
Revenue cost of free services provided	69 425	69 579	88 909	88 909	88 909	0.0%	0.0%
<b><u>Households below minimum service level</u></b>							
Water:	–	–	–	–	–	0.0%	0.0%
Sanitation/sewerage:	–	–	–	–	–	0.0%	0.0%
Energy:	2	1	–	–	–	0.0%	0.0%
Refuse:	–	–	–	–	–	0.0%	0.0%
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A1							

**Table 234.: Financial Performance 2015/16**

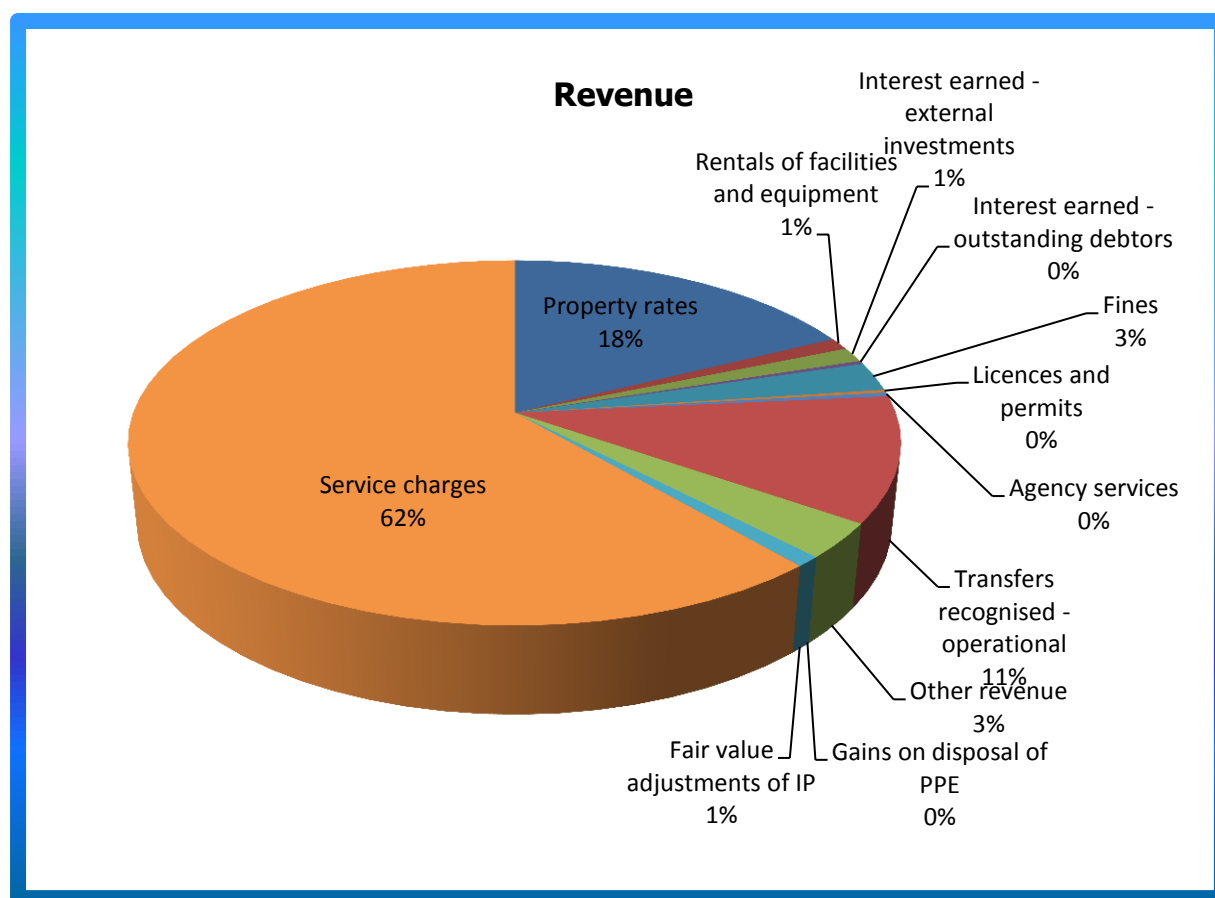
## CHAPTER 5: FINANCIAL PERFORMANCE

The table below shows a summary of performance against budgets:

Financial	Revenue				Operating expenditure			
Year	Budget	Actual	Diff.	%	Budget	Actual	Diff.	%
	R'000	R'000	R'000		R'000	R'000	R'000	
2011/12	640 249	615 146	25 103	-4.08%	728 432	762 273	(33 841)	4%
2012/13	695 427	679 794	15 634	-2.30%	791 055	752 070	38 984	-5%
2013/14	743 141	734 466	8 675	-1.18%	824 059	824 620	(561)	0%
2014/15	810 351	803 312	7 039	-0.88%	933 322	924 126	9 196	-1%
2015/16	913 073	934 177	(21 103)	2.26%	989 724	943 132	46 592	-5%

**Table 235.: Performance against budgets**

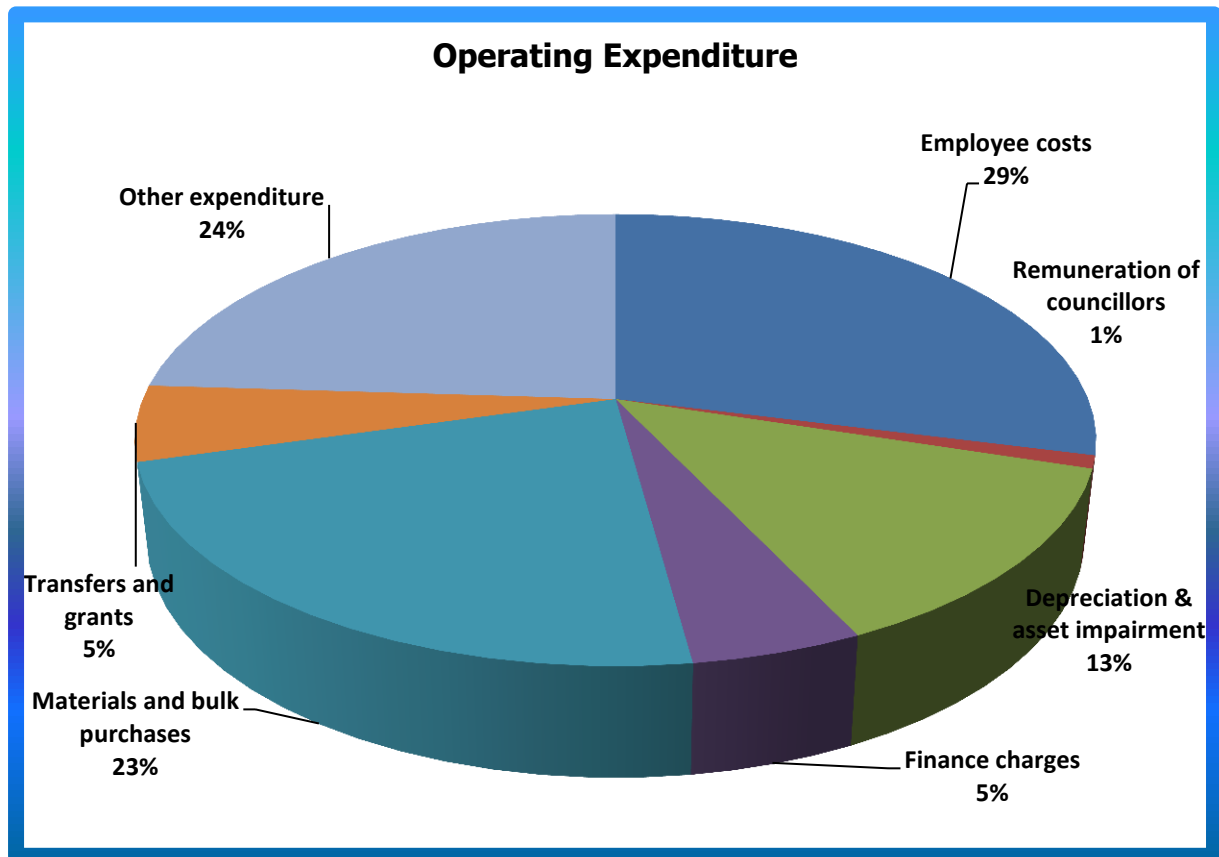
The following graph indicates the various types of revenue items in the municipal budget for 2015/16



**Graph 20.: Revenue**

## CHAPTER 5: FINANCIAL PERFORMANCE

The following graph indicates the various types of expenditure items in the municipal budget for 2015/16



*Graph 21.: Operating expenditure*

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.1.1 Revenue collection by Vote

The table below indicates the Revenue collection performance by Vote:

Vote Description	2013/14	2014/15	2015/16			2015/16 Variance	
	R'000						
	Actual	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Vote1 - Executive and Council	42 355	52 464	64 861	64 861	64 991	0.2%	0.2%
Vote2 - Budget and Treasury Office	151 084	172 601	180 339	183 766	190 121	5.4%	3.5%
Vote3 - Corporate Services	6 281	10 785	10 795	11 924	17 734	64.3%	48.7%
Vote4 - Planning and Development	12 853	11 964	9 043	9 549	13 627	50.7%	42.7%
Vote5 - Public Safety	22 777	24 496	37 676	37 676	30 412	-19.3%	-19.3%
Vote6 - Health	–	–	–	–	–	0.0%	0.0%
Vote7 - Community and Social Services	2 574	3 077	4 657	4 757	6 249	34.2%	31.4%
Vote8 - Sports and Recreation	11 486	7 938	11 942	10 489	9 743	-18.4%	-7.1%
Vote9 - Housing	29 473	30 750	47 567	55 903	56 496	18.8%	1.1%
Vote10 - Waste Management	53 084	60 956	59 544	59 544	61 732	3.7%	3.7%
Vote11 - Road Transport	17 790	8 001	10 890	11 990	12 071	10.8%	0.7%
Vote12 - Waste Water Management	65 169	76 603	69 402	70 702	79 988	15.3%	13.1%
Vote13 - Water	96 080	109 508	106 211	109 211	117 843	11.0%	7.9%
Vote14 - Electricity	270 573	288 967	346 361	344 361	334 724	-3.4%	-2.8%
Vote15 - Environmental Management	319	19	101	101	9	-90.9%	-90.9%
Total Revenue by Vote	781 898	858 129	959 389	974 834	995 740	3.8%	2.1%
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3							

**Table 236.: Revenue by Vote**

### 5.1.2 Revenue collection by Source

The table below indicates the revenue collection performance by source for the 2015/16 financial year:

## CHAPTER 5: FINANCIAL PERFORMANCE

Description	2013/14	2014/15	2015/16			2015/16 Variance	
	R'000						
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	134 986	152 607	162 730	162 730	164 554	1.1%	1.1%
Property rates - penalties & collection charges	837	794	891	891	565	-36.6%	-36.6%
Service Charges - electricity revenue	268 055	287 754	338 877	336 327	324 599	-4.2%	-3.5%
Service Charges - water revenue	95 130	108 318	102 045	104 429	114 179	11.9%	9.3%
Service Charges - sanitation revenue	62 875	68 581	66 375	67 375	72 728	9.6%	7.9%
Service Charges - refuse revenue	52 974	56 770	59 488	59 488	61 689	3.7%	3.7%
Service Charges - other		–		1 166	764	0.0%	0.0%
Rentals of facilities and equipment	7 650	9 253	11 859	5 360	9 950	-16.1%	85.6%
Interest earned - external investments	6 352	8 144	6 348	8 973	12 209	92.3%	36.1%
Interest earned - outstanding debtors	2 118	2 279	2 437	2 437	2 735	12.2%	12.2%
Dividends received	–	–		–	–	0.0%	0.0%
Fines	17 216	18 563	31 859	31 859	23 893	-25.0%	-25.0%
Licences and permits	1 956	1 972	2 190	2 190	2 423	10.7%	10.7%
Agency services	2 395	2 790	2 970	2 970	3 211	8.1%	8.1%
Transfers recognised - operational	67 835	60 473	90 324	103 555	103 629	14.7%	0.1%
Other revenue	14 087	25 015	16 643	23 324	37 048	122.6%	58.8%
Gains on disposal of PPE						0.0%	0.0%
Enviromental Protection						0.0%	0.0%
Total Revenue (excluding capital transfers and contributions)	734 466	803 312	895 035	913 073	934 177	4.4%	2.3%
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4.							

**Table 237.: Revenue by Source**

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.1.3 Operational Services Performance

The table below indicates the Operational services performance for the 2015/16 financial year:

Financial Performance of Operational Services							
R '000							
Description	2013/14	2014/15	2015/16			2015/16 Variance	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
<b>Operating Cost</b>							
Water	(72 120)	(77 367)	(74 087)	(75 487)	(62 931)	-17.73%	-19.95%
Waste Water (Sanitation)	(45 785)	(43 392)	(54 449)	(55 124)	(44 327)	-22.84%	-24.36%
Electricity	(218 959)	(231 673)	(249 107)	(246 959)	(250 895)	0.71%	1.57%
Waste Management	(29 426)	(89 345)	(54 208)	(52 118)	(48 957)	-10.73%	-6.46%
Housing	1 875	21 846	24 675	21 544	41 320	40.28%	47.86%
Component A: sub-total	(364 414)	(419 932)	(407 175)	(408 143)	(365 789)	-11.31%	-11.58%
Waste Water (Stormwater Drainage)	(5 234)	(6 483)	(6 001)	(5 384)	(5 505)	-9.01%	2.20%
Roads	(60 717)	(77 137)	(73 896)	(73 147)	(74 429)	0.72%	1.72%
Transport	–	–	–	–	–	0.00%	0.00%
Component B: sub-total	(65 950)	(83 620)	(79 898)	(78 532)	(79 934)	0.05%	1.75%
Planning	(20 868)	(22 629)	(31 316)	(31 478)	(43 897)	28.66%	28.29%
Local Economic Development	(3 198)	(2 293)	(5 640)	(6 440)	(5 434)	-3.78%	-18.50%
Component C: sub-total	(24 066)	(24 922)	(36 955)	(37 918)	(49 331)	25.09%	23.14%
Community & Social Services	(22 769)	(30 388)	(26 710)	(26 890)	(24 375)	-9.58%	-10.32%
Environmental Protection	(6 133)	(5 638)	(6 851)	(6 393)	(4 747)	-44.33%	-34.67%
Health	–	–	–	–	–	0.00%	0.00%
Security and Safety	(21 487)	(24 853)	(31 777)	(33 609)	(30 935)	-2.72%	-8.64%
Sport and Recreation	(4 152)	(5 279)	(6 278)	(7 675)	(4 546)	-38.08%	-68.82%
Corporate Policy Offices and Other	(148 129)	(142 552)	(138 323)	(147 108)	(126 396)	-9.44%	-16.39%
Component D: sub-total	(202 670)	(208 710)	(209 939)	(221 675)	(190 999)	-9.92%	-16.06%
<b>Total Expenditure</b>	<b>(657 100)</b>	<b>(737 185)</b>	<b>(733 968)</b>	<b>(746 268)</b>	<b>(686 054)</b>	<b>-6.98%</b>	<b>-8.78%</b>

## CHAPTER 5: FINANCIAL PERFORMANCE

In this table operational income (but not levies or tariffs) 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.

**Table 238.: Operational Services Performance**

Total Net Expenditure variance between the original budget and actual was -7.08%. Total Net Expenditure variance between the amended budget and actual was -8.80%.

### 5.2 Financial Performance per Municipal Function

#### 5.2.1 Water Services

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	950	1 564	4 166	4 782	4 404	-8.6%
Expenditure:						
Employees	15 188	15 786	17 129	11 298	10 914	-3.5%
Contracted services and materials	7 679	17 083	20 665	28 537	9 754	-192.6%
Other	50 203	46 062	40 459	40 434	46 667	13.4%
Total Operational Expenditure	73 070	78 932	78 253	80 269	67 335	-182.7%
Net Operational (Service) Expenditure	(72 120)	(77 367)	(74 087)	(75 487)	(62 931)	174.2%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 239.: Financial Performance: Water services**

#### 5.2.2 Waste Water (Sanitation)

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget

## CHAPTER 5: FINANCIAL PERFORMANCE

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	2 235	6 834	551	551	4 483	87.7%
Expenditure:						
Employees	14 712	15 500	17 870	14 018	14 490	3.3%
Contracted services and materials	7 223	8 811	11 304	15 914	6 134	-159.4%
Other	26 084	25 916	25 827	25 743	28 185	8.7%
Total Operational Expenditure	48 019	50 227	55 000	55 675	48 810	-147.5%
Net Operational (Service) Expenditure	(45 785)	(43 392)	(54 449)	(55 124)	(44 327)	235.2%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budoet by the actual.						

**Table 240.: Financial Performance: Waste Water (Sanitation) services**

### 5.2.3 Electricity

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	2 518	2 640	8 172	8 172	10 147	19.5%
Expenditure:						
Employees	15 052	16 489	19 050	19 050	18 007	-5.8%
Contracted services and materials	4 994	5 751	6 177	6 220	5 208	-19.4%
Other	201 432	212 073	232 052	229 861	237 827	3.3%
Total Operational Expenditure	221 477	234 313	257 278	255 130	261 042	-21.9%
Net Operational (Service) Expenditure	(218 959)	(231 673)	(249 107)	(246 959)	(250 895)	41.3%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 241.: Financial Performance: Electricity**

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.2.4 Waste Management

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	109	4 186	56	56	44	-28.3%
Expenditure:						
Employees	18 057	19 116	21 432	21 311	21 428	0.5%
Contracted services and materials	6 175	7 777	19 374	16 905	6 671	-153.4%
Other	5 304	66 636	13 457	13 958	20 902	33.2%
Total Operational Expenditure	29 535	93 530	54 264	52 174	49 000	-119.7%
Net Operational (Service) Expenditure	(29 426)	(89 345)	(54 208)	(52 118)	(48 957)	91.3%

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

**Table 242.: Financial Performance: Waste Management**

### 5.2.5 Housing

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	31 271	30 764	47 567	55 903	56 496	1.0%
Expenditure:						
Employees	2 502	2 605	2 720	2 720	2 564	-6.1%
Contracted services and materials	224	445	20 047	31 586	267	-11723.0%
Other	26 670	5 868	125	52	12 345	99.6%
Total Operational Expenditure	29 396	8 918	22 892	34 358	15 176	-11629.5%
Net Operational (Service) Expenditure	1 875	21 846	24 675	21 544	41 320	11630.6%

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

**Table 243.: Financial Performance: Housing**

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.2.6 Waste Water (Storm water)

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	59	1 200	2 477	2 777	2 777	0.0%
Expenditure:						
Employees	1 794	2 102	2 354	2 354	2 354	0.0%
Contracted services and materials	1 231	2 481	3 335	3 018	2 812	-7.3%
Other	2 268	3 099	2 789	2 789	3 115	10.5%
Total Operational Expenditure	5 293	7 683	8 478	8 161	8 282	3.2%
Net Operational (Service) Expenditure	(5 234)	(6 483)	(6 001)	(5 384)	(5 505)	-3.2%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 244.: Financial Performance: Waste Water (Storm water)**

### 5.2.7 Roads

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	17 790	6 855	10 890	11 990	12 071	0.7%
Expenditure:						
Employees	15 425	15 844	19 062	19 062	17 665	-7.9%
Contracted services and materials	27 329	29 783	32 313	32 592	30 327	-7.5%
Other	35 753	38 365	33 412	33 484	38 507	13.0%
Total Operational Expenditure	78 507	83 992	84 786	85 137	86 500	-2.3%
Net Operational (Service) Expenditure	(60 717)	(77 137)	(73 896)	(73 147)	(74 429)	3.0%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual						

**Table 245.: Financial Performance: Roads**

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.2.8 Planning

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	6 422	8 575	5 952	6 458	10 156	36.4%
Expenditure:						
Employees	17 322	19 258	20 298	20 298	19 501	-4.1%
Contracted services and materials	127	4 585	9 527	9 540	32 806	70.9%
Other	9 840	7 361	7 443	8 099	1 746	-363.7%
Total Operational Expenditure	27 290	31 204	37 268	37 936	54 053	-296.9%
Net Operational (Service) Expenditure	(20 868)	(22 629)	(31 316)	(31 478)	(43 897)	333.3%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 246.: Financial Performance: Planning**

### 5.2.9 Local Economic Development

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	6 431	3 389	3 091	3 091	3 471	10.9%
Expenditure:						
Employees	4 449	4 706	4 813	6 183	5 776	-7.0%
Contracted services and materials	24	285	1 235	696	629	0
Other	5 156	691	2 683	2 652	2 500	
Total Operational Expenditure	9 629	5 682	8 731	9 531	8 905	-7.0%
Net Operational (Service) Expenditure	(3 198)	(2 293)	(5 640)	(6 440)	(5 434)	18.0%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 247.: Financial Performance: Local Economic Development**

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.2.10 Community & Social Services

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	2 574	3 124	4 657	4 757	6 249	23.9%
Expenditure:						
Employees	19 586	22 161	24 731	24 579	24 374	-0.8%
Contracted services and materials	2 853	9 108	4 765	5 210	4 174	-24.8%
Other	2 904	2 242	1 872	1 859	2 076	10.5%
Total Operational Expenditure	25 343	33 511	31 368	31 648	30 624	-15.2%
Net Operational (Service) Expenditure	(22 769)	(30 388)	(26 710)	(26 890)	(24 375)	39.1%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 248.: Financial Performance: Community & Social Services**

### 5.2.11 Environmental Protection

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	319	38	101	101	9	-993.7%
Expenditure:						
Employees	4 616	3 561	4 495	4 495	3 529	-27.4%
Contracted services and materials	972	1 501	2 217	1 745	1 126	-55.0%
Other	864	614	240	253	102	-148.8%
Total Operational Expenditure	6 452	5 677	6 952	6 493	4 756	-231.2%
Net Operational (Service) Expenditure	(6 133)	(5 638)	(6 851)	(6 393)	(4 747)	-762.5%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 249.: Financial Performance: Environmental Protection**

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.2.12 Security and Safety

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	22 777	24 365	37 676	37 676	30 412	-23.9%
Expenditure:						
Employees	26 113	28 179	30 731	30 731	30 858	0.4%
Contracted services and materials	5 079	7 032	13 353	15 123	6 006	-151.8%
Other	13 072	14 007	25 369	25 432	24 483	-3.9%
Total Operational Expenditure	44 264	49 218	69 453	71 285	61 347	-155.3%
Net Operational (Service) Expenditure	(21 487)	(24 853)	(31 777)	(33 609)	(30 935)	131.4%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 250.: Financial Performance: Security and Safety**

### 5.2.13 Sport and Recreation

Description	2012/13	2013/14	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	11 486	7 938	11 942	10 489	9 743	-7.7%
Expenditure:						
Employees	8 201	8 485	9 729	9 729	9 513	-2.3%
Contracted services and materials	3 310	3 819	4 328	4 280	3 356	-27.5%
Other	4 127	913	4 163	4 155	1 421	-192.5%
Total Operational Expenditure	15 638	13 217	18 220	18 164	14 289	-222.3%
Net Operational (Service) Expenditure	(4 152)	(5 279)	(6 278)	(7 675)	(4 546)	214.6%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 251.: Financial Performance: Sport and Recreation**

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.2.14 Corporate Policy Offices & Other

Description	2013/14	2014/15	2015/16			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	71 724	84 580	93 264	96 655	106 293	9.1%
Expenditure:						
Employees	97 233	95 137	105 855	116 357	92 142	-26.3%
Contracted services and materials	19 126	24 585	34 484	34 938	22 674	-54.1%
Other	103 494	107 409	91 249	92 468	117 873	21.6%
Total Operational Expenditure	219 854	227 132	231 587	243 763	232 689	-58.8%
Net Operational (Service) Expenditure	(148 129)	(142 552)	(138 323)	(147 108)	(126 396)	67.9%
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

**Table 252.: Financial Performance: Corporate Policy Offices & Other**

## 5.3 Grants

### 5.3.1 Grant Performance

The municipality had a total amount of R61 million for infrastructure and other capital projects available that was received in the form of grants from the National and Provincial Governments during the 2015/16 financial year. The performance in the spending of these grants is summarised as follows:

Grant Performance							
R' 000							
Description	2013/14	2014/15	2015/16			2015/16 Variance	
	Actual	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
<b>Capital Transfers and Grants</b>							
<b>National Government:</b>	<b>25 094</b>	<b>23 608</b>	<b>30 347</b>	<b>30 347</b>	<b>30 347</b>	0.0%	0.0%
Financial Management Grant		–		–	–	0.0%	0.0%

## CHAPTER 5: FINANCIAL PERFORMANCE

Grant Performance							
R' 000							
Description	2013/14	2014/15	2015/16			2015/16 Variance	
	Actual	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
			–				
Municipal Systems Improvement	350	934	930	930	930	0.0%	0.0%
Municipal Infrastructure Grant	18 755	20 674	21 417	21 417	21 417	0.0%	0.0%
Regional Bulk Infrastructure Grant						0.0%	0.0%
Integrated National Electrification Program	2 026	2 000	8 000	8 000	8 000	0.0%	0.0%
Neighbourhood Development Partnership Grant	3 963	–	–	–	–	0.0%	0.0%
<b>Provincial Government:</b>	<b>12 996</b>	<b>31 890</b>	<b>33 007</b>	<b>30 414</b>	<b>30 304</b>	-8.2%	-0.4%
Library subsidies	10	2 150	3 034	3 034	3 031	-0.1%	-0.1%
Housing	10 404	29 740	29 973	26 080	25 974	-13.3%	-0.4%
Community Development Workers		–	–	–	–	0.0%	0.0%
Development of Sports & Recreation Facilities	100	–	–	–	–	0.0%	0.0%
Public Transport Infrastructure	2 482	–	–	–	–	0.0%	0.0%
Financial Management Support Grant	–	–	–	1 300	1 300	0.0%	0.0%
<b>Total Capital Transfers and Grants</b>	<b>38 090</b>	<b>55 498</b>	<b>63 354</b>	<b>60 761</b>	<b>60 651</b>	-4.3%	-0.2%
<i>Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.</i>							

**Table 253.: Grant Performance for 2015/16**

### 5.3.2 Conditional Grants (Excluding MIG)

Conditional Grants: excluding MIG – 2015/16						
R' 000						
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustments Budget	

## CHAPTER 5: FINANCIAL PERFORMANCE

Conditional Grants: excluding MIG – 2015/16						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjust-ments Budget	
Financial Management Grant	1 450	2 040	2 040	40.7%	0.0%	To promote and support reforms in financial management by building capacity in municipalities to implement the Municipal Finance Management Act (MFMA) As part of strengthening financial and asset management in municipalities, the grant provides funding for water and energy internship programme to graduates in selected water boards and municipalities
Municipal Systems Improvement Grant	930	930	930	0.0%	0.0%	To assist municipalities in building in-house capacity to perform their functions and stabilise institutional and governance systems as required in the Municipal Systems Act (MSA) and related legislation, policies and local government turnaround strategy
Integrated National Electrification	8 000	8 000	8 000	0.0%	0.0%	To implement the Integrated National Electrification Programme (INEP) by providing capital subsidies to Eskom to address the electrification backlog of occupied residential dwellings, the installation of bulk infrastructure and rehabilitation and refurbishment of electricity infrastructure in order to improve quality of supply
Expanded Public Works Programme	1 661	1 661	1 661	0.0%	0.0%	To incentivise municipalities to increase job creation efforts in

## CHAPTER 5: FINANCIAL PERFORMANCE

Conditional Grants: excluding MIG – 2015/16						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjust-ments Budget	
						infrastructure, environment and culture programmes through the use of labour-intensive methods and the expansion of job creation in line with the Expanded Public Works Programme (EPWP) guidelines
Library subsidy	8 322	8 322	8 337	0.2%	0.2%	To transform urban and rural community library infrastructure, facilities and services (primarily targeting previously disadvantaged communities) through a recapitalised programme at provincial level in support of local government and national initiatives
Community Development Workers	72	72	72	0.0%	0.0%	To provide financial assistance to municipalities to cover the operational costs pertaining to the line functions of the community development workers including regional coordinators.
Housing	47 114	55 450	55 399	17.6%	-0.1%	To provide funding for the creation of sustainable human settlements
Main Road subsidy	114	114	114	0.0%	0.0%	To subsidise municipalities with the maintenance of proclaimed municipal main roads, where the municipality is the Road Authority, within municipal areas.

## CHAPTER 5: FINANCIAL PERFORMANCE

Conditional Grants: excluding MIG – 2015/16						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjust-ments Budget	
Thusong Centre Grant		200	200	0.0%	0.0%	To provide financial assistance to Municipalities with the establishment of a Thusong Service Centre
Financial Management Support Grant	–	1 513	1 513	0.0%	0.0%	Financial Management Systems that can assist in producing legislated reports, multi year reports, SDBIP, annual reports and automation of financial management practices
<b>Total</b>	<b>67 663</b>	<b>78 301</b>	<b>78 266</b>	<b>15.7%</b>	<b>0.0%</b>	
<i>* 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 par 5.9.2. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.</i>						

**Table 254.: Conditional Grant (excl. MIG)**

Total conditional grants for the 2015/16 financial year was R78.3mil (excluding MIG grant and equitable share). The total conditional grants comprises of capital as well as operational grants.

The total conditional operating grants for the 2015/16 financial year was R39mil (excluding equitable share) and the total conditional capital grants for the 2015/16 financial year was R39.2mil (excluding MIG grant).

The operational transfers and grants finance the operational expenditure portion of the conditions attached the each relevant grant.

Total conditional grants variance between the original budget and actual was 15.7%. Total conditional grants variance between the amended budget and actual was -0.0%. This was due to two factors, namely:

The housing allocation is on a claim basis even though it appears in the DoRA as a global amount. Additional amounts were allocated by the Human Settlements Department in two subsequent provincial adjustment budgets.

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.3.3 Grants received from sources other than the Division of Revenue Act (DORA)

Grants Received From Sources Other Than Division of Revenue Act (DoRA)							
	R'000						
Details of Donor	Actual Grant 2013/14	Actual Grant 2014/15	Actual Grant 2015/16	2015/16 Municipal Contribution	Date Grant terminates	Date Municipal contribution terminates	Nature and benefit from the grant received, include description of any contributions in kind
Private Sector / Organisations							
WWF Table Mountain Fund Grant	240	–	–	–	N/A	N/A	Nature conservation
Spaces for Sport	308	87	–	–	N/A	N/A	Recreational purposes
Samras Usergroup	–	3	–	–	N/A	N/A	Samras User group
Provision of Furniture & Security for ICT Projects at Libraries	27	–	–	–	N/A	N/A	Public Library Programme of Province
Friedrich Naumann Foundation for Freedom	319	162	–	–	N/A	N/A	Training & Development of Environmental Framework
National lotto funds	–	–	–	–	N/A	N/A	Sporting development
DWA ACIP	–	1 000	–	–	N/A	N/A	To complete the required projects for the proposed Overstrand Water Conservation Demand Management.
Public contributions: non-cash	7 871	992	875	–	N/A	N/A	Various contributions from the public, eg. Fire truck, building, land, container etc.
Public contributions: cash	4 671	–	–	–	N/A	N/A	Monetary contribution in lieu of GAP housing
Government contributions: non-cash	–	580	109	–	N/A	N/A	Land transferred to municipality
Provide a comprehensive response to this schedule							

**Table 255.: Grants Received sources other than DORA**

## CHAPTER 5: FINANCIAL PERFORMANCE

The total amount of grants received from other sources during the 2015/16 financial year was R985 000.

The benefits and conditions from conditional grants and grants received from other sources can be seen in the relevant tables above.

### 5.3.4 Level of Reliance on Grants & Subsidies

Financial year	Total grants and subsidies received	Total Operating Revenue	Percentage
	R'000	R'000	%
2013/14	105 925	788 532	13.4%
2014/15	115 970	856 126	13.5%
2015/16	164 281	986 289	16.7%

Table 256.: Reliance on grants

The following graph indicates the municipality's reliance on grants as percentage for the last two financial years

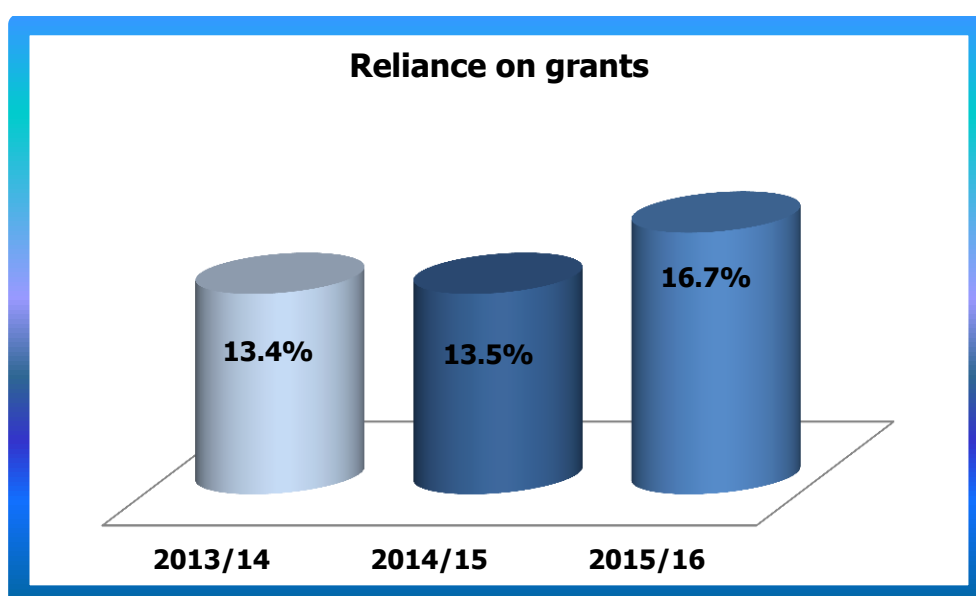


Table 257.: Reliance on grants

## CHAPTER 5: FINANCIAL PERFORMANCE

Total amount of conditional grants received during the 2015/16 financial year was R143 million (excluding MIG).

### 5.4 Asset Management

The objectives of the Asset Management within the Overstrand Municipality are to assist officials in understanding their legal and managerial responsibilities with regard to assets and to ensure the effective and efficient control of the municipality's assets through:

- proper recording of assets from authorisation to acquisition and to subsequent disposal;
- providing for safeguarding procedures,
- setting proper guidelines as to authorised utilisation;and
- prescribing for proper maintenance.

The key elements of the Asset Management Policy represent:

- Statutory and Regulatory Framework / Responsibilities and Accountabilities
- Financial Management / Internal Controls / Management of Control Items
- Management and Operation Of Assets / Classification & Components
- Accounting for Assets / Financial Disclosure

The Asset Management Section consists of three staff members and forms part of the Expenditure & Asset Management Division within the Finance Directorate.

The costing module on the SAMRAS Management Information System is utilized to cost all new asset components up to completion there-of. This approach was deployed over the past year with great success.

Regular Asset counts are conducted in accordance with the prescriptions of the Asset Management Policy. Information regarding Asset Register updates in respect of disposals, adjustments, review of useful life etc. is based on submissions by user departments in accordance with the procedures in place.

Management envisages that the Asset Register will be hosted on software specifically developed for this purpose (currently on Excel) and more to full adherence to GRAP requirements.

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### 5.4.1 Treatment of the Three Largest Assets

Asset 1				
Name	Preekstoel Water Treatment Works Upgrade			
Description	Upgrading of Preekstoel Water Treatment Plant			
Asset Type	Infrastructure			
Key Staff Involved	Hanre Blignaut / Patrick Robinson / Hannes Vorster			
Staff Responsibilities	Project Management / Asset Register Compilation			
	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
Asset Value	52 101 983	82 445 522	82 445 522	82 445 522
Capital Implications	External Loan / MIG Funding / Regional Bulk Infrastructure Grant			
Future Purpose of Asset	To treat raw water from the De Bos Dam and the three municipal well fields. The Works provide drinking water to the Greater Hermanus area.			
Describe Key Issues	Access to land (farms) for the installation of new bulk water pipelines			
Policies in Place to Manage Asset	Asset Management Policy			

**Table 258.: Summary of Largest Asset**

Asset 2				
Name	Hermanus Waste Water Treatment Works Upgrading			
Description	Upgrading of the Waste Water Treatment Works at Hermanus			
Asset Type	Infrastructure			
Key Staff Involved	Hanre Blignaut / Patrick Robinson / Hannes Vorster			
Staff Responsibilities	Project Management / Asset Register Compilation			
	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
Asset Value	22 897 159	46 694 370	46 694 370	46 694 370
Capital Implications	External Loans Funding / Regional Bulk Infrastructure Grant			
Future Purpose of Asset	To treat waste water (sewerage) from the Greater Hermanus Area			
Describe Key Issues	Proximity of the works to residential areas			
Policies in Place to Manage Asset	Asset Management Policy			

**Table 259.: Summary of 2nd Largest Asset**

Asset 3	
Name	New 66 KV Intake Point
Description	66 KV Substation
Asset Type	Infrastructure

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Key Staff Involved	Koos du Plessis / Jamie Klem / Hannes Vorster			
Staff Responsibilities	Project Management / Asset Register Compilation			
	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
Asset Value	16 634 716	32 878 614	32 878 614	32 878 614
Capital Implications	External Loan Funding			
Future Purpose of Asset	Eskom could not supply enough capacity to cater for the growing demand, therefore second supply intake was needed			
Describe Key Issues	Identifying suitable land for construction of substation			
Policies in Place to Manage Asset	Asset Management Policy			

**Table 260.: Summary of 3rd Largest Asset**

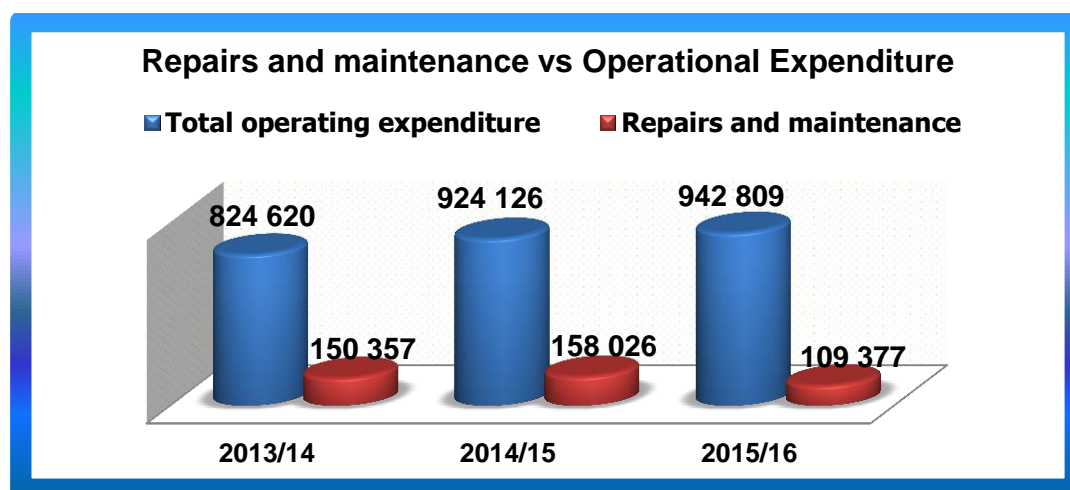
All three projects listed above are revenue generating assets and the costs are recovered through tariffs.

### 5.4.2 Repairs and Maintenance

Description	2012/13	2013/14	2014/15	2015/16
	R'000	R'000	R'000	R'000
Total Operating Expenditure	752 071	824 620	924 126	942 809
Repairs and Maintenance	114 414	150 357	158 026	109 377
<b>% of total OPEX</b>	<b>15.2%</b>	<b>18.2%</b>	<b>17.1%</b>	<b>11.6%</b>

**Table 261.: Repairs & maintenance as % of total Operating Expenditure**

The following graph indicates the percentage of the budget that was spent on repairs & maintenance in relation to the operational expenditure



**Graph 22.: Repairs & Maintenance vs. Operational Expenditure**

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The percentage of repairs and maintenance over the total operating expenditure for the 2015/16 financial year was 11.6% (2014/15: 17.1%). The repairs and maintenance expenditure appears adequate to maintain existing infrastructure as service delivery is not negatively affected.

### 5.5 Financial Ratios Based on Key Performance Indicators

#### 5.5.1 Liquidity Ratio

Description	Basis of calculation	2011/12	2012/13	2013/14	2014/15	2015/16
		Audit outcome	Audit outcome	Audit outcome	Audit outcome	Audit outcome
Current Ratio	Current assets/current liabilities	1.54	1.29	1.19	1.42	1.84
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	1.42	1.18	1.09	1.31	1.74
Liquidity Ratio	Cash and equivalents/Trade creditors and short term borrowings	2.33	1.39	1.08	1.66	2.47

**Table 262.: Liquidity Financial Ratio**

Financial year	Net current assets	Net current liabilities	Ratio
	R'000	R'000	
2011/12	211 644	129 879	1.63:1
2012/13	210 056	136 076	1.54:1
2013/14	205 668	160 331	1.29:1
2014/15	176 410	148 890	1.19:1
2015/16	220 542	155 682	1.42:1

**Table 263.: Liquidity Financial Ratio**

#### 5.5.2 IDP Regulation Financial Viability Indicators

Description	Basis of calculation	2011/12	2012/13	2013/14	2014/15	2015/16
		Audit outcome	Audit outcome	Audit outcome	Audit outcome	Audit outcome

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Description	Basis of calculation	2011/12	2012/13	2013/14	2014/15	2015/16
		Audit outcome	Audit outcome	Audit outcome	Audit outcome	Audit outcome
Cost Coverage	(Available cash + Investments)/monthly operational expenditure	5.83	3.49	2.31	2.47	3.84
Total Outstanding Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	13.3%	11.8%	10.40%	10.42%	10.43%
Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	17.63	16.37	16.76	16.97	17.77

**Table 264.: Financial Viability National KPAs**

### 5.5.3 Creditors Management

Description	Basis of calculation	2011/12	2012/13	2013/14	2014/15	2015/16
		Audited outcome	Audit outcome	Audited outcome	Audited outcome	Audited outcome
Creditors System Efficiency	% of Creditors Paid Within Terms (within 'MFMA' s 65(e))	97%	97%	98%	98%	98%

**Table 265.: Creditors Management**

### 5.5.4 Borrowing Management

Description	Basis of calculation	2011/12	2012/13	2013/14	2014/15	2015/16
		Audited outcome	Audit outcome	Audited outcome	Audited outcome	Audited outcome
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	6.3%	6.8%	7.3%	6.9%	7.4%

**Table 266.: Borrowing Management**

### 5.5.5 Employee costs

Description	Basis of calculation	2011/12	2012/13	2013/14	2014/15	2015/16
		Audited outcome	Audited outcome	Audited outcome	Audited outcome	Audited outcome

## CHAPTER 5: FINANCIAL PERFORMANCE

Description	Basis of calculation	2011/12	2012/13	2013/14	2014/15	2015/16
		Audited outcome	Audited outcome	Audited outcome	Audited outcome	Audited outcome
Employee costs	Employee costs/ (Total Revenue - capital revenue)	30.5%	32.7%	35.4%	33.6%	29.3%

**Table 267.: Employee Costs**

Overstrand Municipality is still functioning inside the acceptable liquidity norm. The Municipality has a positive liquidity ratio. It increased from 1.66 to 2.47. The Municipality has a positive current ratio. It increased from 1.42 to 1.84. Efforts to increase the debt collection rate must stay the main focus area for improving this ratio. The largest contributor to the increase in the current liabilities is the unspent government grants and the consumer deposits.

The creditors' system efficiency remained at 98%. The cost coverage increased from 2.47 to 3.84. The total outstanding service debtors to revenue improved from 10.42% to 10.43%. The debt coverage increased from 16.97 to 17.77. The capital charges to operating expenditure improved from 6.9% to 7.4%. The employee cost over total operating revenue decreased from 33.6% to 29.3%. The repairs and maintenance over total operating expenditure decreased from 17.1% to 11.6%. The ratios indicate a sound financial position.

### COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

#### 5.6 Analysis of Capital and operating expenditure

	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
	R'000				
Capital Expenditure	103 914	103 386	95 286	-9.1%	-8.5%
Operating Expenditure	964 529	989 724	943 132	-2.3%	-4.9%
<b>Total expenditure</b>	<b>964 529</b>	<b>989 724</b>	<b>942 809</b>	<b>-2.3%</b>	<b>-5.0%</b>
Water and sanitation	133 254	135 944	116 145	-14.7%	-17.0%
Electricity	257 278	255 130	261 042	1.4%	2.3%
Housing				-50.8%	-126.4%

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	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
	R'000				
	22 892	34 358	15 176		
Roads, Pavements, Bridges and storm water	93 264	93 298	94 781	1.6%	1.6%
Other	457 842	470 993	455 665	-0.5%	-3.4%
External Loans	32 346	33 419	27 189	-19.0%	-22.9%
Internal contributions	6 753	7 745	6 549	-3.1%	-18.3%
Grants and subsidies	63 354	60 761	60 651	-4.5%	-0.2%
Other	1 462	1 462	896		
External Loans	30 000	30 000	30 000	0.0%	0.0%
Grants and subsidies	154 678	165 316	165 265	6.4%	0.0%
Investments Redeemed	–	–	–	0.0%	0.0%
Statutory Receipts (including VAT)	57 474	57 474	63 545	9.6%	9.6%
Other Receipts	38 466	34 551	44 057	12.7%	21.6%
Salaries, wages and allowances	291 593	292 827	273 115	-6.8%	-7.2%
Cash in bank	97 547	100 467	174 783	44.2%	42.5%
Capital payments	103 914	103 386	95 286	-9.1%	-8.5%
Investments made	28 455	28 455	29 740	4.3%	4.3%
External loans repaid	23 936	23 936	23 610	-1.4%	-1.4%
Statutory Payments (including VAT)	33 000	33 000	31 731	-4.0%	-4.0%
Other payments	41 229	41 229	39 029	-5.6%	-5.6%
<b>R million</b>	<b>Original Budget</b>	<b>Adjustment Budget</b>	<b>Actual</b>	<b>Original Budget variance</b>	<b>Adjusted Budget Variance</b>
Property rates	162 730	162 730	164 554	1.1%	1.1%
Service charges	566 784	568 784	573 195	1.1%	0.8%
Other own revenue	229 874	243 319	257 079	10.6%	5.4%
Employee related costs	291 593	292 827	273 115	-6.8%	-7.2%

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	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
	R'000				
Provision for working capital			–	0.0%	0.0%
Materials	57 801	61 507	19 605	-194.8%	-213.7%
Bulk purchases	193 573	191 573	194 620	0.5%	1.6%
Other expenditure	421 562	443 817	455 792	7.5%	2.6%
Service charges: Electricity	338 877	336 327	324 599	-4.4%	-3.6%
Grants & subsidies: Electricity	8 000	8 000	8 000	0.0%	0.0%
Other revenue: Electricity	172	172	2 147	92.0%	92.0%
Employee related costs: Electricity	19 050	19 050	18 007	-5.8%	-5.8%
Provision for working capital: Electricity	–	–	–	0.0%	0.0%
Repairs and maintenance: Electricity	6 177	6 220	5 208	-18.6%	-19.4%
Bulk purchases: Electricity	193 573	191 573	194 620	0.5%	1.6%
Other expenditure: Electricity	38 479	38 288	43 208	10.9%	11.4%
Service charges: Water	102 045	104 429	114 179	10.6%	8.5%
Grants & subsidies: Water	3 566	3 566	3 566	0.0%	0.0%
Other revenue: Water	600	1 216	838	28.4%	-45.2%
Employee related costs: Water	17 129	11 298	10 914	-57.0%	-3.5%
Provision for working capital: Water	–	–	–	0.0%	0.0%
Repairs and maintenance: Water	20 665	28 537	9 754	-111.9%	-192.6%
Bulk purchases: Water	–	–	–	0.0%	0.0%
Other expenditure: Water	40 459	40 434	46 667	13.3%	13.4%

**Table 268.: Analysis of Capital and Operating Expenditure**

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### 5.7 Sources of Finance

The table below indicates the capital expenditure by funding source for the 2015/16 financial year:

Capital Expenditure - Funding Sources								
R' 000								
Details		2013/14	2014/15	2015/16				
		Actual	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
<b>Source of finance</b>								
	External loans	70 634	39 012	32 346	33 419	27 189	3.32%	-15.94%
	Public contributions and donations	8 985	607	1 462	1 462	–	0.00%	-100.00%
	Grants and subsidies	38 090	55 734	63 354	60 761	60 651	-4.09%	-4.27%
	Other	13 222	13 138	6 753	7 745	7 445	14.68%	10.25%
<b>Total</b>		<b>130 930</b>	<b>108 490</b>	<b>103 914</b>	<b>103 386</b>	<b>95 286</b>	<b>13.91%</b>	<b>-109.96%</b>
<b>Percentage of finance</b>								
	External loans	53.9%	36.0%	31.1%	32.3%	28.5%	23.9%	14.5%
	Public contributions and donations	6.9%	0.6%	1.4%	1.4%	0.0%	0.0%	90.9%
	Grants and subsidies	29.1%	51.4%	61.0%	58.8%	63.7%	-29.4%	3.9%
	Other	10.1%	12.1%	6.5%	7.5%	7.8%	105.6%	-9.3%
<b>Capital expenditure</b>								
	Water and sanitation	33 790	28 245	24 757	24 751	22 981	-0.03%	-7.18%
	Electricity	36 731	16 275	21 726	22 891	18 237	5.36%	-16.06%
	Housing	10 404	32 361	29 973	26 080	25 985	-12.99%	-13.30%
	Roads and storm water	16 094	7 621	14 979	16 331	16 352	9.02%	9.17%
	Other						6.85%	-5.99%

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Capital Expenditure - Funding Sources								
R' 000								
Details		2013/14	2014/15	2015/16				
		Actual	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance								
		33 911	23 989	12 479	13 334	11 731		
<b>Total</b>		<b>130 930</b>	<b>108 490</b>	<b>103 914</b>	<b>103 386</b>	<b>95 286</b>	<b>8.22%</b>	<b>-33.36%</b>
<i>Percentage of expenditure</i>								
	Water and sanitation	25.8%	26.0%	23.8%	23.9%	24.1%	-0.3%	21.5%
	Electricity	28.1%	15.0%	20.9%	22.1%	19.1%	65.2%	48.1%
	Housing	7.9%	29.8%	28.8%	25.2%	27.3%	-158.0%	39.9%
	Roads and storm water	12.3%	7.0%	14.4%	15.8%	17.2%	109.8%	-27.5%
	Other	25.9%	22.1%	12.0%	12.9%	12.3%	83.3%	18.0%

**Table 269.: Capital Expenditure by funding source**

The Public Contribution variance is as a result of assets recognised at year end. Capital expenditure amounting to R6.3 million, funded from external loans, remained unspent at 30 June 2016 of which R6.3 million has rolled over to the 2016/2017 capital budget.

### 5.8 Capital Spending on 5 Largest Projects

Projects with the highest capital expenditure in 2015/16:

Capital Expenditure of 5 largest projects* -UPDATE					
R					
Name of Project	2015/16			Variance 2015/16	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
A - REPLACEMENT OF WATER PIPES	9 652 800	9 652 800	9 359 287	-3%	-3%
B - ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	8 000 000	8 000 000	8 000 000	0%	0%
C - ZWELIHLE ADMIN SITE - 164 SITES	9 864 644	9 811 591	9 811 591	-1%	0%
D - REHABILITATE ROADS AND UPGRADE STORMWATER	6 375 527	6 375 527	6 375 527	0%	0%

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Capital Expenditure of 5 largest projects* -UPDATE					
R					
Name of Project	2015/16			Variance 2015/16	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
E - REHABILITATION OF EXISTING PAVE ROAD (LIC)	4 200 000	5 300 000	5 300 000	21%	0%

**Table 270.: Capital Expenditure on the 5 Largest Projects**

<b>Name of Project - A</b>	<b>A - REPLACEMENT OF WATER PIPES</b>
Objective of Project	The replacement and upgrade of ageing water network infrastructure
Delays	A land transaction process is delaying a small portion of the project
Future Challenges	To maintain an adequate rate of replacement of ageing infrastructure.
Anticipated citizen benefits	Less water supply interruptions; improved overall water supply service & less water losses

**Table 271.: Summary of Replacement of Water pipes**

<b>Name of Project - B</b>	<b>B -ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)</b>
Objective of Project	Electrification of low cost housing areas
Delays	Project was completed as per program.
Future Challenges	Extend and increase the electricity supply capacity of the electricity supply area
Anticipated citizen benefits	Electrification of low cost houses will ensure a better life condition and safe environment

**Table 272.: Summary of Electrification of low cost housing areas (INEP)**

<b>Name of Project - C</b>	<b>C -ZWELIHLE ADMIN SITE - 164 SITES</b>
Objective of Project	Construction of 164 fully serviced sites
Delays	None
Future Challenges	None
Anticipated citizen benefits	164 BNG units will be constructed and allocated to qualifying beneficiaries.

**Table 273.: Summary of Zwelihle Admin Site- 164 sites**

<b>Name of Project - D</b>	<b>D - REHABILITATE ROADS AND UPGRADE STORMWATER</b>
Objective of Project	Upgrade the existing gravel roads to paved roads, allow sidewalks and install proper stormwater infrastructure in Zwelihle.
Delays	The project was awarded and proceeded as per programme.
Future Challenges	Obtain funding for the upgrading of infrastructure
Anticipated citizen benefits	Creation of temporary job opportunities during construction, Alleviation of stormwater problems, pedestrian safety due to sidewalks and quality roads

**Table 274.: Summary of Rehabilitate Roads and Upgrade Storm Water**

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Name of Project - E	E -REHABILITATION OF EXISTING PAVE ROAD (LIC)
Objective of Project	Upgrading of existing paved roads and stormwater infrastructure
Delays	Weather delays
Future Challenges	Obtain funding for the upgrading of infrastructure
Anticipated citizen benefits	Creation of temporary job opportunities during construction, Alleviation of stormwater problems and quality roads

**Table 275.: Summary of Rehabilitation of existing pave road (LIC)**

The variance between the original and adjustment budgets on these projects amount to 10% and 1% respectively.

### 5.9 Basic Service and Infrastructure Backlogs – Overview

The backlogs in the provision of water and sanitation in the informal settlements are the result of the historical migration of people into the area. Infrastructure in the informal settlements is, however, upgraded on a continual basis. The Access to Basic Services (ABS) project initiated by the Department of Human Settlement, aligned with Strategic Objective no. 6 of the Provincial Government, is completed. Additional water points and toilets were provided in these areas to improve the ratio of the provision of services to 1 toilet per 5 households and 1 water point per 25 households (these ratios being the minimum standards nationally).

#### 5.9.1 Service Backlogs

Households (HHs)				
Description	Service level above minimum standard		Service level below minimum standard	
	No. HHs	% HHs	No. HHs	% HHs
Water	36082	100%	0	0%
Sanitation	32228	100%	0	0%
Electricity	24375	82%	0	0%
Waste management	333615	100%	0	0%

**Table 276.: Service Backlogs**

#### 5.9.2 Municipal Infrastructure Grant (MIG)

The MIG grant is intended to provide specific capital finance for basic municipal infrastructure backlogs for poor households, micro enterprises and social institutions servicing poor communities.

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### MIG BUDGET 2015/16 - 2017/18 MTREF

						2015/16 BUDGET			2016/17 BUDGET			2017/18 BUDGET		
Area	Local Area	Ward	Project Description	Project Manager	Funding Source	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL
			<b>FINANCE AND ADMINISTRATION</b>				<b>506,030</b>	<b>506,030</b>						
Hermanus	Hermanus	Ward 03	PMU BUILDING	D Hendriks	MIG		506,030	506,030						
			<b>COMMUNITY AND SOCIAL SERVICES</b>							<b>1,000,000</b>	<b>1,000,000</b>		<b>4,500,000</b>	<b>4,500,000</b>
Hermanus	Hawston	Ward 08	EXTENSION OF THUSONG CENTRE	D Hendriks	MIG					1,000,000	1,000,000		4,500,000	4,500,000
			<b>SPORT &amp; RECREATION</b>				<b>2 892 615</b>	<b>2 892 615</b>		<b>2 065 000</b>	<b>2 065 000</b>		<b>5 435 000</b>	<b>5 435 000</b>
Kleinmond	Kleinmond	Ward 09	OVERHILLS:KLEINMOND SOCCERFIELD	D Hendriks	MIG		2 892 615	2 892 615		1 265 000	1 265 000			
Hermanus	Zwelihle	Ward 12	TURF SOCCERFIELD	D Hendriks	MIG								4 435 000	4 435 000
Overstrand	Overstrand	Overstrand	SPORT FACILITIES	D Hendriks	MIG					800 000	800 000		1,000,000	1,000,000
			<b>ROADS</b>				<b>11,675,527</b>	<b>11,675,527</b>		<b>10,354,500</b>	<b>10,354,500</b>		<b>6,858,784</b>	<b>6,858,784</b>
Hermanus	Zwelihle	Ward 05	REHABILITATION OF EXISTING PAVE ROAD (LIC)	D Hendriks	MIG		5,300,000	5,300,000		2,000,000	2,000,000			
Hermanus	Zwelihle	Ward 05	REHABILITATION OF EXISTING PAVE ROAD (LIC)phase 2	D Hendriks	MIG					7,000,000	7,000,000		4,395,784	4,375,784

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### MIG BUDGET 2015/16 - 2017/18 MTREF

						2015/16 BUDGET			2016/17 BUDGET			2017/18 BUDGET		
Area	Local Area	Ward	Project Description	Project Manager	Funding Source	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL
Hermanus	Mount Pleasant	Ward 04	REHABILITATE ROADS AND UPGRADE STORMWATER	D Hendriks	MIG		6,375,527	6,375,527						
Hermanus	Mount Pleasant	Ward 04	REHABILITATE ROADS - ANGELIER STREET	D Hendriks	MIG									
Gansbaai	Blompark	Ward 01	Rehabilitate Roads	D Hendriks	MIG					404 500	404 500		1 263 000	1 263 000
Stanford	Stanford	Ward 07	<b>Rehabilitate Roads</b>	D Hendriks	MIG					<b>450 000</b>	<b>450 000</b>		<b>200 000</b>	<b>200 000</b>
Gansbaai	Masakhane	Ward 01	<b>Rehabilitated Roads</b>	D Hendriks	MIG					<b>500 000</b>	<b>500 000</b>		<b>1 000 000</b>	<b>1 000 000</b>
			<b>WATER</b>				<b>3,566,328</b>	<b>3,566,328</b>	<b>500 000</b>	<b>3 610 000</b>	<b>4 110 000</b>		<b>2 800 000</b>	<b>2 800 000</b>
Hermanus	Mount Pleasant	Ward 04	NEW 1 ML/S RESERVOIR OHW.B31	D Hendriks	MIG		3,566,328	3,566,328	500 000	3 110 000	3 610 000			
Hermanus	Zwelihle	Ward 12	160 MM Ø LINK WATERMAIN OHW9.10	D Hendriks	MIG									
Hermanus	Hawston	Ward 08	HAWSTON: BULK WATER	D Hendriks	MIG					500 000	500 000		2,800,000	2,800,000
			<b>SEWERAGE</b>							<b>2 500,500</b>	<b>2 500,500</b>	<b>340 000</b>	<b>1,441,216</b>	<b>1,781,216</b>
Stanford	Stanford	Ward 11	WWTW UPGRADE - STANFORD	H Blignaut	MIG								1,000,000	1,000,000
Hermanus	Zwelihle	Ward 12	BULK SEWERAGE OUTFALL LINE 525 MM Ø OHS13.2	D Hendriks	MIG					2 500 500	2 500 500	340 000	441 216	781 216

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### MIG BUDGET 2015/16 - 2017/18 MTREF

						2015/16 BUDGET			2016/17 BUDGET			2017/18 BUDGET		
Area	Local Area	Ward	Project Description	Project Manager	Funding Source	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL	COUNCIL FUNDED	EXTERNAL (GRANTS)	TOTAL
			<b>STORMWATER</b>				<b>2,776,500</b>	<b>2,776,500</b>		<b>1,500,000</b>	<b>1,500,000</b>		<b>1,415,000</b>	<b>1,415,000</b>
Hermanus	Zwelihle	Ward 05	UPGRADE STORMWATER - INTERNAL & EXTERNAL	D Hendriks	MIG		2,776,500	2,776,500						
Gansbaai	Masakhane	Ward 01	Upgrade Stormwater Drainage	D Hendriks	MIG					1 500 000	1 500 000		1 415 000	1 415 000
			<b>GRAND TOTAL</b>				<b>21,417,000</b>	<b>21,417,000</b>		<b>21,030,000</b>	<b>21,530,000</b>		<b>22,450,000</b>	<b>22,790,000</b>

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The table details the MIG expenditure for the 2015/16 financial year:

Municipal Infrastructure Grant (MIG)* Expenditure 2015/16 on Service backlogs					
R'					
Details	Budget	Adjustments Budget	Actual	Variance	
				Budget	Adjustments Budget
<b>Infrastructure - Road transport</b>	<b>13 052 027</b>	<b>14 452 027</b>	<b>14 452 027</b>	-11%	-11%
<i>Roads, Pavements &amp; Bridges</i>	10 575 527	11 675 527	11 675 527	-10%	-10%
<i>Storm water</i>	2 476 500	2 776 500	2 776 500	-12%	-12%
<b>Infrastructure - Electricity</b>	-	-	-		
<i>Generation</i>					
<i>Transmission &amp; Reticulation</i>				0%	0%
<i>Street Lighting</i>				0%	0%
<b>Infrastructure - Water</b>	<b>3 566 328</b>	<b>3 566 328</b>	<b>3 566 328</b>	0%	0%
<i>Dams &amp; Reservoirs</i>	3 566 328	3 566 328	3 566 328	0%	0%
<i>Water purification</i>					
<i>Reticulation</i>				0%	0%
<b>Infrastructure - Sanitation</b>	-	-	-		
<i>Reticulation</i>				0%	0%
<i>Sewerage purification</i>	-	-	-	0%	0%
<b>Infrastructure - Other</b>	-	-	-	0%	0%
<i>Waste Management</i>	-	-	-	0%	0%
<i>Transportation</i>				0%	0%
<i>Gas</i>				0%	0%
<b>Other Specify:</b>	<b>4 798 645</b>	<b>3 398 645</b>	<b>3 398 645</b>	29%	29%
Sport Re-creational facility - Overhills:Kleinmond Soccer Field	4 157 615	2 892 615	2 892 615	30%	30%
Sport Re-creational facility -Turf Soccerfield-Zwelihle	200 000	-	-	100%	100%
Extension of Thusong Centre	100 000	-	-	100%	100%
MIG PMU Building	341 030	506 030	506 030	-48%	-48%
<b>Total</b>	<b>21 417 000</b>	<b>21 417 000</b>	<b>21 417 000</b>	0%	0%

**Table 277.: Municipal Infrastructure Grant (MIG)**

The MIG allocation of R 21 417 000 for 2015/16 were spent on the following projects:

### **Rehabilitation of Existing Paved Roads (Zwelihle)- R 5 300 000.00- Phase 1**

The project comprises of the upgrading of existing gravel and paved brick roads in Zwelihle. The existing gravel roads were in a poor condition due to insufficient drainage structures and its gravel

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wearing course was severely damaged, due to the high rainfall during winter. The existing paved roads were constructed pre- 1994 and reached its lifespan of 20 years. The paving bricks were uneven, in a poor condition and the riding quality has significantly reduced since installation. The verges between property boundaries and the roads edge consist of sandy material and were not formalised. The existing stormwater system consist of v-channels and open rectangular bricks channels which take up space on the verges leaving little space for pedestrians to walk. It is proposed to upgrade these roads to 4.5m and 5m surfaced width, with 1.75m surfaced sidewalks. a Cape Seal (single seal with slurry) will be used as surfacing for the roads and sidewalks. The project will be completed in the 2016/2017 financial year.



*Upgrading of existing paved roads in Zwelihle*

### **New 1 ML Reservoir (Mount Pleasant)- R 3 566 328.00**

The project entails the construction of a new 1ML reservoir next to the existing reservoir in Mount Pleasant. The municipality is currently busy with the implementation of an integrated housing development of 1428 housing units in Mount Pleasant & Zwelihle, which involves the development of 15 different housing sites. These developments are dependent on the construction of the new 1ML reservoir as the existing Mount Pleasant Reservoir has insufficient capacity to accommodate the proposed developments. The additional capacity provided by the new reservoir will also be beneficial, especially for the adjacent Zwelihle community that experience regular fires during summer months and the fire hydrant is in close range of the Zwelihle community. The new reservoir will also ensure that there is spare capacity to deal with population growth. The project will be completed in the 2016/2017 financial year.

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***New 1 ML Reservoir Mount Pleasant***

### **Overhills: Kleinmond soccer field (R 2 892 615)**

Phase 1 of the project, the turf soccer field was started in the 2013/2014 financial year and was completed in the 2014/2015 financial year. Phase 2 entailed the construction of the access road and was completed in the 2014/2015 financial year. Phase 3 comprise of the construction of a Clubhouse with ablution facilities. Construction has started in the 2016/2016 financial year and will be completed in the 2016/2017 financial year. The project will benefit the whole population of Overhills in Kleinmond and will improve community cohesion; increase the local community's interest in sport; improve people's physical health and well-being, improve sport development & skills and will create temporary job opportunities.



***Phase 1 – Completed***



***Phase 2- Under Construction***

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### **Zwelihle: Installation of Stormwater (R 2 776 500)**

The existing stormwater infrastructure in Zwelihle is insufficient and in urgent need of upgrading. The area experience severe problems with stormwater and a high water table during the rainy season, erven are flooded on a regular basis and remain wet for long periods, leading to the damage of properties. Storm water flows into the sewer system, causing the network to overflow which in turn contribute to waterborne deceases.



***Construction completed***

To address these problems the Installation of Stormwater infrastructure in Zwelihle was implemented in 2014/2015 financial year. The works were divided into two phases: Phase 1 entailed the laying stormwater pipes in Still Street and was completed in the 2014/2015 financial year. Phase 2 entails the installation of stormwater in Lilian Ngoyi-, Eluxolweni-, Sazona- , Nama-, Ntlanzi - and the South end of Eluxolweni- to Church Street and was completed in the 2015/2016 financial year (**R 2 776 500.00**).

### **Construction of MIG PMU Building (R 506 030.00)**

Due to the centralization of the Town Planning Department, the Department Property Administration will occupy office space currently used by the Department Engineering Services. The current space is insufficient to accommodate the two Departments. Alternatives have been investigated for the provision of office space. It has consequently been decided to extend the existing offices located at the Preekstoel Water Treatment Works (WTW) for the following reasons;

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***PMU Building Under Construction***

Existing office space at the WTW (Preekstoel) is currently occupied by the Department Water & Sanitation Planning and Operational Services;

The two Departments form an integral part along with the Department of Engineering Services to ensure;

- Effective development of the Municipal Infrastructure
- Effective management, operation and maintenance of municipal infrastructure;
- Weaknesses of silo management can be addressed to ensure effective and satisfactory service delivery.

The project was completed in the 2015/2016 financial year.

### **Rehabilitate Roads & Upgrade Stormwater Mount Pleasant ( R 6 375 527.00)**

The project comprises of the rehabilitation of various surfaced roads, with a total combined length of approximately 2.8 km, the upgrading of stormwater infrastructure and the construction of sidewalks in Mount Pleasant. A large portion of the existing surfaced roads had no kerbs, edgings and formal sidewalks and contained edge breaks. The following roads were upgraded Orgidee-, Sweetpea-, Daisy-, Violet-, Leeubekkie- , Aster-, Marigold- and Roos Street. Sidewalks were constructed /upgraded at Bluebell-, Jacaranda- , Orgidee -, Sweetpea -, Leeubekkie-, Aster - and Marigold Street.



***Mount Pleasant Roads Rehabilitation***

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### COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENTS

Cash flow management is critical to the municipality as it enables the organisation to assess whether enough cash is available at any point in time to cover the council's commitments. Cash flow is rigorously managed and monitored on a regular basis.

#### 5.10 Cash Flow

Cash Flow Outcomes					
R'000					
Description	2013/14	2014/15	2015/16		
	Actual	Actual	Original Budget	Adjustments Budget	Actual
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>					
<b>Receipts</b>					
Ratepayers and other	675 441	725 698	808 094	814 191	804 558
Government - operating	63 477	59 124	90 324	103 555	102 933
Government - capital	38 090	55 498	64 354	61 761	60 651
Interest	8 470	10 423	8 784	11 409	14 944
Dividends					
<b>Payments</b>					
Suppliers and employees	(630 567)	(639 172)	(765 303)	(796 886)	(725 167)
Finance charges	(39 868)	(43 433)	(46 895)	(46 895)	(46 193)
Transfers and Grants	(38 749)	(48 659)	(48 497)	(49 448)	(51 090)
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>	<b>76 295</b>	<b>119 478</b>	<b>110 861</b>	<b>97 687</b>	<b>160 636</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>					
<b>Receipts</b>					
Proceeds on disposal of PPE	5 073	13 552	–	–	914
Decrease (Increase) in non-current debtors	–	–	–	–	–
Decrease (increase) other non-current receivables	18	15	18	18	15
Decrease (increase) in non-current investments	(4 529)	(4 980)	(6 248)	(6 248)	(4 980)
<b>Payments</b>					
Capital assets	(130 609)	(109 902)	(103 914)	(103 386)	(95 286)

## CHAPTER 5: FINANCIAL PERFORMANCE

Cash Flow Outcomes					
R'000					
Description	2013/14	2014/15	2015/16		
	Actual	Actual	Original Budget	Adjustments Budget	Actual
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>	<b>(130 047)</b>	<b>(101 315)</b>	<b>(110 144)</b>	<b>(109 616)</b>	<b>(99 338)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>					
<b>Receipts</b>					
Short term loans	(730)	64	(1 135)	(1 135)	(95)
Borrowing long term/refinancing	51 300	40 000	30 000	30 000	30 000
Increase (decrease) in consumer deposits	2 819	3 983	2 479	2 479	2 200
<b>Payments</b>					
Repayment of borrowing	(20 626)	(20 381)	(23 936)	(23 936)	(23 610)
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>	<b>32 764</b>	<b>23 666</b>	<b>7 409</b>	<b>7 409</b>	<b>8 496</b>
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>	<b>(20 989)</b>	<b>41 828</b>	<b>8 126</b>	<b>(4 520)</b>	<b>69 794</b>
Cash/cash equivalents at the year begin:	<b>84 147</b>	<b>63 158</b>	<b>89 421</b>	<b>104 987</b>	<b>104 987</b>
Cash/cash equivalents at the year end:	<b>63 158</b>	<b>104 987</b>	<b>97 547</b>	<b>100 467</b>	<b>174 781</b>
Source: MBRR SA7					

Table 278.: Cash flow

Variances between the amended budget and the actual outcome are as a result of savings on expenditure. The municipality has a positive net cash from operating activities.

### 5.11 Gross Outstanding Debtors per Service

Financial year	Rates	Trading services	Economic services	Rentals	Other	Total
		(Electricity and Water)	(Sanitation and Refuse)			
	R'000	R'000	R'000	R'000	R'000	R'000
2011/12	14 028	24 873	11 135	227	18 171	68 434
2012/13	16 698	31 377	13 702	321	3 843	65 941

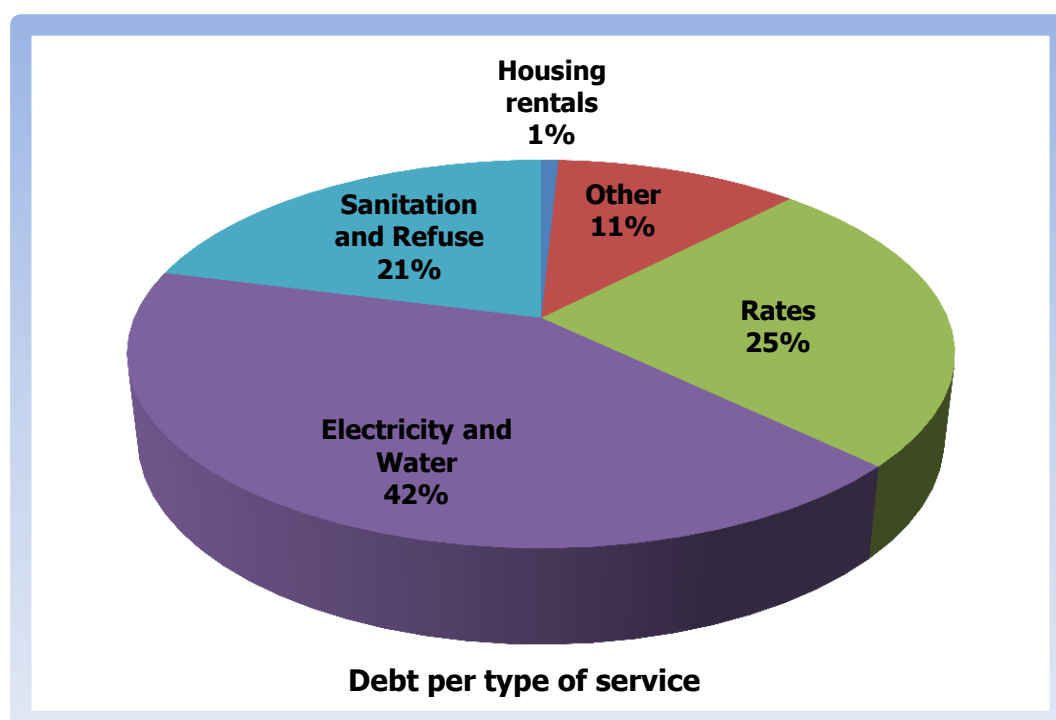
## CHAPTER 5: FINANCIAL PERFORMANCE

Financial year	Rates R'000	Trading services	Economic services	Rentals R'000	Other R'000	Total R'000
		(Electricity and Water) R'000	(Sanitation and Refuse) R'000			
2013/14	16 569	30 868	14 710	354	1 448	63 949
2014/15	16 977	29 387	15 229	513	8 153	70 260
2015/16	19 128	32 373	16 176	620	8 631	76 926
Difference	2 150	2 985	946	106	478	6 666
% growth year on year	15.3%	12.0%	8.5%	46.9%	2.6%	9.7%

**Note: Figures exclude provision for bad debt**

**Table 279.: Gross outstanding debtors per service**

The following graph indicates the total outstanding debt per type of service for 2015/16



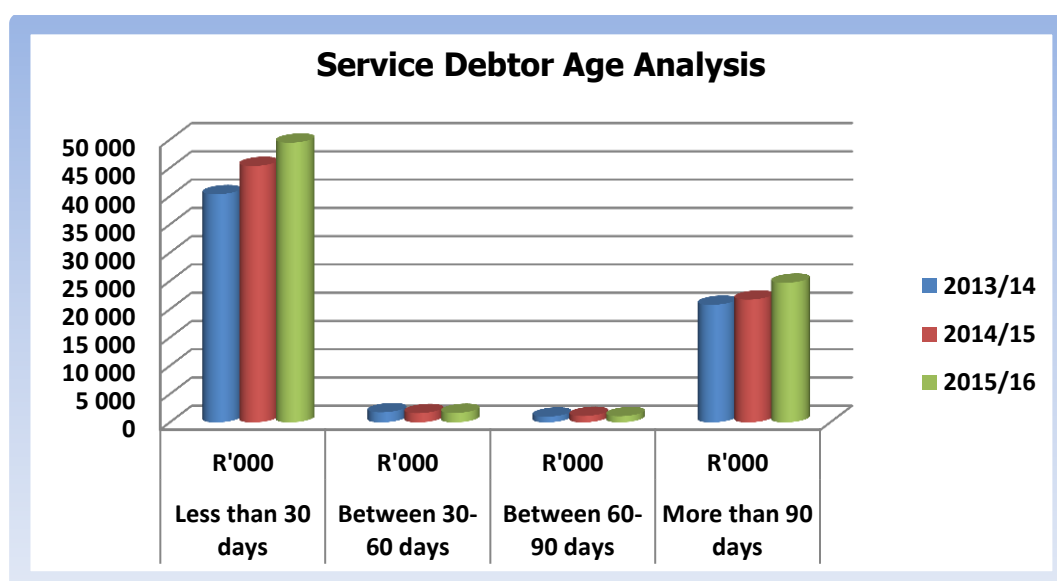
**Graph 23.: Debt per type of service**

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.12 Total Debtors Age Analysis

	Less than 30 days	Between 30-60 days	Between 60-90 days	More than 90 days	Total
Financial year	R'000	R'000	R'000	R'000	R'000
2011/12	40 493	2 411	1 761	23 769	68 434
2012/13	39 725	1 799	1 237	23 179	65 941
2013/14	40 348	1 793	1 018	20 790	63 949
2014/15	45 782	1 634	1 127	21 717	70 260
2015/16	49 036	1 691	1 105	25 094	76 926
Difference	3 253	58	(22)	3 377	6 666
% growth year on year	8.0%	2.4%	-1.3%	14.2%	9.7%

**Table 280.:** Service debtor age analysis



**Graph 24.:** Service debtors age analysis for the 2012/13-2014/15 financial years

### 5.13 Borrowing and Investments

Infrastructure needs to be replaced and therefore borrowings for periods of 15 years are taken up to lessen the impact on consumers.

## CHAPTER 5: FINANCIAL PERFORMANCE

### 5.13.1 Actual Borrowings

Actual Borrowings 2013/14 to 2015/16			
R' 000			
Instrument	2013/14	2014/15	2015/16
<b>Municipality</b>			
Long-Term Loans (annuity/reducing balance)	312 824	332 444	338 833
Long-Term Loans (non-annuity)	100 000	100 000	100 000
Local registered stock			
Instalment Credit			
Financial Leases	63	140	60
<b>Municipality Total</b>	<b>412 887</b>	<b>432 584</b>	<b>438 893</b>

**Table 281.: Actual Borrowings**

### 5.13.2 Municipal Investments

Actual Investments 2013/14 to 2015/16			
R' 000			
Investment* type	2013/14	2014/15	2015/16
	Actual	Actual	Actual
<b>Municipality</b>			
Securities - National Government			
Listed Corporate Bonds			
Deposits - Bank	50 039	26 051	101 263
Guaranteed Endowment Policies (sinking)	16 965	23 149	29 740
<b>Municipality Total</b>	<b>67 004</b>	<b>49 200</b>	<b>131 003</b>

**Table 282.: Municipal Investments**

### 5.13.3 Declaration of Loans and Grants made by the municipality

#### **Grant-in –Aid & Indigent grant allocations:**

Declaration of Loans and Grants made by the municipality: 2015/16				
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value	Total Amount committed over previous and future years

## CHAPTER 5: FINANCIAL PERFORMANCE

			R'000		
			2015/16	2014/15	2016/17
Maatskaplike Dienste Hermanus	Grant-in-aid	None	–	30	–
Overstrand Association for People with Disabilities	Grant-in-aid	None	20	8	–
Ikamva	Grant-in-aid	None	–	10	–
Whale Coast Conservation	Grant-in-aid	None	20	25	30
Hermanus Botanical Society	Grant-in-aid	None	20	20	9
Kleimond Child Welfare	Grant-in-aid	None	–	15	–
Overstrand Hospice	Grant-in-aid	None	20	28	30
Hangklip Community Care Centre	Grant-in-aid	None	–	15	–
Recycle Swop Shop	Grant-in-aid	None	–	10	20
Siyazama Service Centre for the Aged	Grant-in-aid	None	15	20	–
Overberg Wheelchair Association	Grant-in-aid	None	–	27	–
Overstrand Arts	Grant-in-aid	None	20	20	23
National Sea Rescue Institute	Grant-in-aid	None	28	47	–
GCA	Grant-in-aid	None	–	10	–
Badisa Herberg- aan- see	Grant-in-aid	None	5	–	–
Hermanus Hacking Group	Grant-in-aid	None	15	–	–
Camphill School	Grant-in-aid	None	20	–	–
Stanford Animal welfare	Grant-in-aid	None	15	–	–
Flower Valley Conservation Trust	Grant-in-aid	None	15	–	–
Kids @ the Centre	Grant-in-aid	None	15	–	–
Strandloperptjie Bewaarskool	Grant-in-aid	None	15	–	–
Narrative Foundation	Grant-in-aid	None	15	–	35
Camphill Farm Community	Grant-in-aid	None	20	–	–
Pearly Shell Service Centre	Grant-in-aid	None	–	–	9
RDP Training Centre	Grant-in-aid	None	–	–	10
Hermanus Night Shelter	Grant-in-aid	None	–	–	15
Blommeland Day Care	Grant-in-aid	None			

## CHAPTER 5: FINANCIAL PERFORMANCE

Declaration of Loans and Grants made by the municipality: 2015/16					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value	Total Amount committed over previous and future years	
			R'000		
			2015/16	2014/15	2016/17
			–	–	5
Whale Coast 96 FM	Grant-in-aid	None	–	–	8
Pearly Beach Conservancy	Grant-in-aid	None	–	–	15
Women Action Group	Grant-in-aid	None	–	4	10
Stanford Conservation	Grant-in-aid	None	–	–	20
Dyer Island Conservation Trust	Grant-in-aid	None	–	–	25
Grootbos Green Futures Foundation	Grant-in-aid	None	–	–	15
Enlighten Education Trust	Grant-in-aid	Management	70	70	–
Cancer Association of SA	Grant-in-aid	None	–	5	–
Cape Nature Conservation	Donation/transfers made	Management	–	6 459	–
Veolia	In-kind donations	None	333	–	–
Indigent Grant	Indigent Grant	Have to comply	48 900	41 922	55 553

**Table 283.: Grant-in-Aid: Declaration of Loans and Grants made by the municipality**

### **LED- Tourism grants**

Declaration of Loans and Grants made by the municipality: 2015/16					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value	Total Amount committed over previous and future years	
			2015/16		
			R'000	2014/15	2016/17
Hangklip-Kleinmond Tourism Bureau	Tourism Bureau Grant	SLA / MOA	R315 242.84	R429 956.69	R280 000.00
Hangklip-Kleinmond Tourism Bureau	Project Contribution	Approved Project Proposals	R14 200.00		
Gansbaai Tourism Bureau	Tourism Bureau Grant	SLA / MOA	R231 148.00	R358 280.00	R280 000.00
Gansbaai Tourism Bureau	Project Contribution	Approved Project Proposals	R128 350.00		
Hermanus Tourism Bureau	Tourism Bureau Grant	SLA / MOA	R384 500.00	R557 697.00	R360 000.00

## CHAPTER 5: FINANCIAL PERFORMANCE

Declaration of Loans and Grants made by the municipality: 2015/16					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value 2015/16 R'000	Total Amount committed over previous and future years	
				2014/15	2016/17
Hermanus Tourism Bureau	Project Contribution	Approved Project Proposals	R42 300.00		
Stanford Tourism Bureau	Tourism Bureau Grant	SLA / MOA	R223.374.00	R301 650.00	R280 000.00
Stanford Tourism Bureau	Project Contribution	Approved Project Proposals	R118 609.00		
Two Oceans Whale Festival	Events & Festival Grant	MOA	R60 000.00	R60 000.00	
Kalfiefee	Events & Festival Grant	MOA	R40 000.00	R55 000.00	
Hawston Sea Festival	Events & Festival Grant	MOA	R40 000.00	R40 000.00	
Hermanus Fynarts	Events & Festival Grant	MOA	R40 000.00	R50 000.00	
Stanford Village/Street Fair	Events & Festival Grant	MOA	R40 000.00	R35 000.00	
Big Blues/Big Blue Festival	Events & Festival Grant	MOA	R20 000.00	R0	
Hot Heels Africa	Events & Festival Grant	MOA	R0	R20 000.00	
Funky Fynbos Festival	Events & Festival Grant	MOA	R40 000.00	R40 000.00	
Stanford Wine Route	Events & Festival Grant	MOA	R20 000.00	R0	
Overberg Toy Run	Events & Festival Grant	MOA	R15 000.00	R0	
* Loans/Grants - whether in cash or in kind					

**Table 284.: LED- Tourism: Declarations of Loans and Grants made the municipality**

Borrowings are incurred to fund infrastructure. Surplus cash is invested in short term instruments. The repayment of certain borrowings is encompassed in sinking funds.

### COMPONENT D: OTHER FINANCIAL MATTERS

#### 5.14 GRAP Compliance

The municipality is 100% GRAP compliant since 2008/09.

## CHAPTER 6: AUDITOR-GENERAL FINDINGS

### CHAPTER 6

#### COMPONENT A: AUDITOR-GENERAL OPINION 2014/15

##### 6.1 Auditor General Report 2014/15

Auditor-General Report on Financial Performance 2014/15	
<b>Audit Report Status:</b>	<b>Unqualified (Clean Audit)</b>
<b>Non-Compliance Issues</b>	<b>Remedial Action Taken</b>
There were no findings of any material misstatements in the financial statements prepared by the Municipality in accordance with S122 of the MFMA.	
There were no material findings of any instances of material non-compliance with specific matters in laws and regulations applicable to the Municipality.	

**Table 285.: AG Report on Financial Performance 2014/15**

Auditor-General Report on Service Delivery Performance: 2014/15	
<b>Audit Report Status:</b>	<b>Unqualified (Clean Audit)</b>
<b>Non-Compliance Issues</b>	<b>Remedial Action Taken</b>
There were no material findings on the annual performance report concerning the usefulness and the reliability of the information reported by the Municipality.	

**Table 286.: AG Report on Service Delivery Performance 2014/15**

#### COMPONENT B: AUDITOR-GENERAL OPINION 2015/16

##### 6.2 Auditor-General Report 2015/16

Auditor-General Report on Financial Performance 2015/16	
<b>Audit Report Status:</b>	<b>Unqualified (Clean Audit)</b>
<b>Non-Compliance Issues</b>	<b>Remedial Action Taken</b>
There were no findings of any material misstatements in the financial statements prepared by the Municipality in accordance with S122 of the MFMA.	
There were no material findings of any instances of material non-compliance with specific matters in laws and regulations applicable to the Municipality.	

**Table 287.: AG Report on Financial Performance 2015/16**

## CHAPTER 6: AUDITOR-GENERAL FINDINGS

Auditor-General Report on Service Delivery Performance: 2015/16	
<b>Audit Report Status:</b>	<b>Unqualified (Clean Audit)</b>
<b>Non-Compliance Issues</b>	<b>Remedial Action Taken</b>
There were no material findings on the annual performance report concerning the usefulness and the reliability of the reported performance information for the Basic service delivery key performance area by the Municipality.	

**Table 288.: AG Report on Service Delivery Performance 2015/16**

## LIST OF ABBREVIATIONS

<b>AG</b>	Auditor-General
<b>CAPEX</b>	Capital Expenditure
<b>CBP</b>	Community Based Planning
<b>CFO</b>	Chief Financial Officer
<b>DPLG</b>	Department of Provincial and Local Government
<b>DWAF</b>	Department of Water Affairs and Forestry
<b>EE</b>	Employment Equity
<b>GAMAP</b>	Generally Accepted Municipal Accounting Practice
<b>GRAP</b>	Generally Recognised Accounting Practice
<b>HR</b>	Human Resources
<b>IDP</b>	Integrated Development Plan
<b>IFRS</b>	International Financial Reporting Standards
<b>IMFO</b>	Institute for Municipal Finance Officers
<b>KPA</b>	Key Performance Area
<b>KPI</b>	Key Performance Indicator
<b>LED</b>	Local Economic Development
<b>MAYCOM</b>	Executive Mayoral Committee
<b>MFMA</b>	Municipal Finance Management Act (Act No. 56 of 2003)
<b>MIG</b>	Municipal Infrastructure Grant
<b>MM</b>	Municipal Manager
<b>MMC</b>	Member of Mayoral Committee
<b>MSA</b>	Municipal Systems Act No. 32 of 2000
<b>MTECH</b>	Medium Term Expenditure Committee
<b>NGO</b>	Non-governmental organisation
<b>NT</b>	National Treasury
<b>OPEX</b>	Operating expenditure
<b>PMS</b>	Performance Management System
<b>PT</b>	Provincial Treasury
<b>SALGA</b>	South African Local Government Organisation
<b>SAMDI</b>	South African Management Development Institute
<b>SCM</b>	Supply Chain Management
<b>SDBIP</b>	Service Delivery and Budget Implementation Plan
<b>SDF</b>	Spatial Development Framework

# APPENDICES

## APPENDICES

### Appendix A: Councillors, Committees Allocated 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			%	%
N Botha-Guthrie	FT	Executive Mayor	Proportional DA	100.00	-
A Coetsee	FT	Speaker	Proportional DA	100.00	-
M Opperman	FT	Community Services	Proportional DA	100.00	-
J Januarie	PT	Infrastructure & Planning	Proportional NICO	66.67	100.00
M Andrews	PT	Management Services	Proportional DA	100.00	-
P May	PT	Finance & Economic Development	Proportional ANC	100.00	-
A Prins	PT	Protection Services	Proportional DA	100.00	-
M Ponoane	PT	Community Services	Proportional ANC	75.00	100.00
M Dyani	PT	Infrastructure & Planning	Propotional ANC	100.00	-
C Mandindi	PT	Management Services	Proportional ANC	100.00	-
M Pie	PT	Protection Services	Proportional ANC	91.67	100.00
P Appelgrein	FT	Management/Protection Services	Ward 9 DA	100.00	-
L Beyers-Cronjé	PT	Community Services	Ward 4 DA	91.67	100.00
S Gxamesi	PT	Finance & Economic Development	Ward 5 ANC	83.33	100.00
D Coetzee	FT	Finance & Economic Development	Ward 11 DA	100.00	-
J Kloppers-Lourens	PT	Protection/Management Services	Ward 13 DA	77.78	100.00
R de Coning	PT	Finance & Economic Development	Ward 2 DA	100.00	-
R Smith	FT	Deputy Executive Mayor/ Infrastructure & Planning	Ward 8 DA	75.00	100.00
D Botha	PT	Infrastructure & Planning	Ward 7 DA	100.00	-
V Macotha	PT	Protection Services	Ward 12 ANC	91.67	100.00
N Sapepa	PT	Management Services	Ward 6 ANC	100.00	-
L Krige	PT	Finance & Economic Development	Ward 10 DA	91.67	100.00
K Brice	PT	Infrastructure & Planning	Ward 3 DA	100.00	-
N Nqinata	PT	Community Services	Ward 1 ANC	83.33	100.00
L Ndevu	PT	Community Services	Proportional DA	83.33	100.00
Note: * Councillors appointed on a proportional basis do not have wards allocated to them					T A

## APPENDICES

### Appendix B: Committees (other than Mayoral / Executive Committee) and Purposes of Committees

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	Purpose of Committee
Portfolio Committees: i. Infrastructure & Planning; ii. Management Services & Protection Services iii. Local Economic Development & Finance iv. Community Services	To assist Executive Mayor
Section 62 Appeal Committee	Section 62 of the Systems Act provides inter alia for a person whose rights are affected by a decision taken by a political structure, political office bearer or a councillor to appeal to a committee of councillors who were not involved in the decision and appointed by the municipal council for this purpose.
Section 79 Fruitless & Wasteful Expenditure	To recover unauthorised, irregular or fruitless and wasteful expenditure from the person liable for that expenditure
Disciplinary Committee	To investigate any contravention of or failure by councillors to comply with any provision of the Code of Conduct for Councillors
MPAC	Council is vested with the responsibility to oversee the performance of the municipality, as required by the Constitution, the MFMA and the Systems Act. This oversight responsibility of council is particularly important for the process of considering annual reports.
Audit & Performance Audit Committee	<ul style="list-style-type: none"> <li>Review the quarterly reports submitted to it by the internal audit unit.</li> <li>Review the municipality's performance management system and make recommendations in this regard to the council of that municipality.</li> <li>At least twice during a financial year submit an audit report to the municipal council.</li> </ul>

### Appendix C: Third Tier Structure

Third Tier Structure	
Municipal Manager	Coenie Groenewald
Directorate	Director/Manager (State title and name)
<b>Management Services</b>	<b>Director Management Services - Desiree Arrison</b>
Human Resources	Senior Manager - Lucinda Bucchianeri
ICT	Manager: System Development - Craig Johnson
	Senior Business Analyst - Johnnet van Aspren

## APPENDICES

Third Tier Structure	
Municipal Manager	Coenie Groenewald
Directorate	Director/Manager (State title and name)
Communication	Manager - Noluthando Zweni
Strategic Services	Senior Manager - Rochelle Louw
Council Support Services	Manager - Hanlie van Tonder
Social Development	Manager - Gerhard Smit
<b>Finance</b>	<b>Director: Finance - Santie Reyneke -Naude</b>
Deputy Director	Deputy Director: Finance & SCM - Clint Le Roux
Expenditure & Assests	Senior Manager - Johannes Vorster
Financial Services	Senior Manager - Bernard King
Supply Chain Management	Deputy Director: Finance & SCM - Clint Le Roux
Revenue	Senior Manager - Elmarie Hooneberg
System Administrator	System Administrator Data Control - Theo Loubser
<b>LED</b>	<b>Director: LED - Solomzi Madikane</b>
LED	Manager - Xolile Kosi
Tourism Marketing	Contract
<b>Protection Services</b>	<b>Director: Protection Services - Neville Michaels</b>
Traffic Services	Chief Traffic Services - Rudy Fraser
Fire & Disaster Manager	Chief Fire & Disaster Management - Lester Smith
Law Enforcement & Security	Chief Law Enforcement & Security -Vacant
<b>Community Services</b>	<b>Director: Community Services - Roderick Williams</b>
Operational Services	Deputy Director: Operational Services - Mike Bartman
Area Management - Kleinmond	Senior Manager: Kleinmond Administration - Desmond Lakey
Area Management - Hermanus	Senior Manager: Hermanus Administration - Don Kearney
Area Management - Gansbaai	Senior Manager: Gansbaai Administration - Francious Myburg
Housing	Manager: Housing Administration - Frankie Frans
<b>Infrastructure &amp; Planning</b>	<b>Director Infrastructure &amp; Planning - Stephen Muller</b>
Engineering Planning	Deputy Director: Engineering Planning - Hanre Blignaut
Engineering Services	Senior Manager - Dennis Hendricks
Town Planning and Spatial Planning	Senior Manager - Riaan Kuchar
Electrotechnical Services: Hermanus & Kleinmond	Senior Manager - Koos du Plessis
Electrotechnical Services: Gansbaai	Senior Manager - Danie Maree
GIS	Project Manager - Glen Stavridis
Property Administration	Manager - Anja Kotze
Building Services	Manager - John Simpson
Environmental Services	Senior Manager - Liezl Bezuidenhout

## APPENDICES

Third Tier Structure	
<b>Municipal Manager</b>	<b>Coenie Groenewald</b>
<b>Directorate</b>	<b>Director/Manager (State title and name)</b>
<i>Use as a spill-over schedule if top 3 tiers cannot be accommodated in chapter 2 (T2.2.2).</i>	
<b>T C</b>	

### Appendix D: Municipal Functions

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

## APPENDICES

### Appendix E: Functionality of Ward Committees

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
1	<b>Cllr N N T Nqinata</b>	Yes	4	1	4
	Zwelandile Duna				
	Kristoffel Hermanus Jooste				
	Francia van Dyk				
	Masibusane Mangali				
	Desmond Jim				
	Babalwa Mangeala				
	N Tyekana				
	Mthuthuzeli Foto				
	Johan Wiese				
	Theuns Roodman				
2	<b>Cllr Riana de Coning</b>	Yes	4	1	4
	Ockie Viljoen				
	John Jacobs				
	Pieter Barend Botha				
	Adriaan van Niekerk				
	Marthinus Naude				
	Kobus van Staden/Julia Barlow				
	Glenda Kitley				
	Ivan Cornelius				
	Johannes Petrus McLachan Botha/Steve Cilliers				
	Hermanus Johannes van Dyk				
3	<b>Cllr Kari Brice</b>	Yes	4	1	4
	David Beattie				
	Linda Griffiths				
	Pierre De Villiers				
	Quentin Mitchell				

## APPENDICES

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
	H Caro				
	S Anderson				
	B Von During				
	Henri Lerm				
	C Holmes				
	T Mc Carthy				
4	<b>Cllr Lianda Beyers-Cronje</b>	Yes	4	1	4
	B Gardiner				
	Garth Gardiner / P Jacobs				
	Linda Brikkels				
	T Titus				
	Ronald Nutt				
	Joeline Thompson				
	Nicholas Esau				
	Fredie Cronje				
	Cecilia Geswindt				
	I Smith				
5	<b>Cllr Sicelo Gxamesi</b>	Yes	4	1	4
	N Cesemba				
	Thobeka Mfundeni				
	Nosakhele Ndawule				
	Lulama Betane				
	Ntombizanele Sapepa				
	Sipho Nkibithsolo				
	Vusikhaya Ntlokolwana				
	John Mfundisi				
	Lusapho Calata				
	Theron Mqhu				
6	<b>Cllr Michelle Sapepa</b>	Yes	4	1	4
	Vusumzi Tshona				
	M Damesi				
	Babalwa Goniwe				

## APPENDICES

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
	Vivian Nanto				
	Thelma Nondala				
	B Mqhu				
	Mzukisi Kamana				
	S Siqhaza				
	Synthia Mcinjana				
	Nokuqala Msebe				
7	<b>Cllr David Botha</b>	Yes	4	1	4
	N Hechter				
	C Nieuwhoudt / F du Toit				
	Rita Gerber				
	W Marais				
	Lenie van Wyk				
	Reg Steenkamp				
	P Le Roux				
	T Dickens				
	C Nieuwhoudt				
	James Bezuidenhout				
8	<b>Cllr Rudolph Smith</b>	Yes	4	1	4
	P Delport				
	L Laaks				
	Isai Claasen / J Swart				
	Robin Perrins				
	Dave Hugo / T Jephtas				
	A Africa				
	G Fisher				
	Joseph Dynaard				
	I A Claasen				
	E Fisher				
9	<b>Ald Philip Appelgrein</b>	Yes	4	1	4
	Jan Willem van Staden				
	Robert Crowther				
	Annette Mason				

## APPENDICES

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
	Garth Fredericks				
	Aldert Drenth				
	Hester Bruwer				
	Johannes de Clerk				
	Edward Watson				
	Jan Willem van Staden				
	Robert Crowther				
10	<b>Cllr Lisel Krige</b>	Yes	4	1	4
	R Perold				
	Dave Muirhead				
	Anuta Scholtz				
	A Tyulu				
	Isak Smith/ E Kruger				
	W August				
	Theuns Prinsloo				
	Susanna Swanepoel				
	Melvin Jooste				
	Sikhumbuzo Phete / Nomfeseke Vava				
11	<b>Cllr Dudley Coetzee</b>	Yes	4	1	4
	Salie Cyster				
	Bea Whittaker				
	Maryanne Ward				
	R D Broom/ L Pullen				
	Ignatus Terblanche / L Bester				
	Buseka Jonas				
	S Coetzee				
	Helena Swart				
	S Gobeni				
	S Martin				
12	<b>Cllr Vuyani Macotha</b>	Yes	4	1	4
	Nobelungu Mpemba(Callinah)				
	Vuyiswa Khuse(Sophie)				

## APPENDICES

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
	Z Patrein				
	Brine Nofotyo(Nkululeko)				
	Mbulelo Memani				
	Nolundi Mahela (Caroline)				
	Nomzi Khambi(Nomthandazo Gcilitshane)				
	Gladwin / Ntembiso Bulawa				
	Zandile Tonisi(Ntombizandile)				
	Elvis Tiwane				
13	<b>Cllr Juanita Kloppers- Lourens</b>	Yes	4	1	4
	Hannes Visser / J Louw				
	K de Bruin				
	Andre Beugger				
	H Taylor / M Weeks				
	T Sutherland				
	Paul de Villiers				
	Tilla Esterhuizen				
	Duncan Heard				
	Marie van Heerden				
	Louis van Brakel				
					T E

## APPENDICES

### Appendix F 1: Capital Projects: Seven Largest in 2015/16

Capital Projects: Seven Largest in 2015/16				
R' 000				
No.	Project Name and detail	Start Date	End Date	Total Value
1	REPLACEMENT OF WATER PIPES	01/07/2015	30/06/2016	9 652 800
2	ZWELIHLE ADMIN SITE - 164 SITES	01/07/2015	30/06/2016	9 811 591
3	ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	01/07/2015	30/06/2016	8 000 000
4	REHABILITATE ROADS AND UPGRADE STORMWATER	01/07/2015	30/06/2016	6 375 527
5	REHABILITATION OF EXISTING PAVE ROAD (LIC)	01/07/2015	30/06/2016	5 300 000
6	KLEINMOND LIBRARY UPGRADE	01/07/2015	30/06/2016	2 996 930
7	OVERHILLS:KLEINMOND SOCCERFIELD	01/07/2015	30/06/2016	2 892 615
				T F.1

### Appendix F 3: Top Four Service Delivery Priorities for Ward (Highest Priority First)

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	Priority Name and Detail	Progress During
	<b>GREATER GANSBAAI AREA- WARDS 1, 2, 11:</b>	
1	Electricity	21% of the capital budget of the Overstrand Municipality was allocated and utilized in addressing the identified needs of the community. In the Gansbaai area the budget was spend on the supply of electricity to informal residential sites in Masakhane as well as the upgrade of existing infrastructure.
2	Sewerage	Funding was provided for the next phase of the installation of sewerage network facilities in Stanford.
3	Streets & Stormwater	The budget provision in the operational budget for reseal of existing tar roads is contributing to the protection of existing infrastructure/assets. Regular maintenance is of utmost importance. Very few new tar roads were constructed. The MIG allocation for the next financial year to do rehabilitation of roads in the previously disadvantaged communities of Stanford, Blompark and Masakhane is highly appreciated and will address the challenge in a way. Same applies to the provision made to roll-out the next phase of stormwater facilities in Masakhane.
4	Potable Water	The completion of the bulk water supply in Baardskeerdersbos addressed the needs of the community fully. A substantial amount was also spent at the Water Treatment Works (WTW) at Pearly Beach.

## APPENDICES

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	Priority Name and Detail	Progress During
	<b>GREATER HERMANUS AREA- WARDS 3, 4, 5, 6, 7, 8, 12, 13</b>	
1	Sewerage	Addressed problems in specific areas where infrastructure was damaged.
2	Streets & Stormwater	Upgraded and maintained stormwater systems in Hermanus. Installed stormwater infrastructure for ward specific projects.
3	-	
4	-	
	<b>HANGKLIP- KLEINMOND AREA: WARDS 9 AND 10</b>	
1	Sewerage	Tender approved to hire in additional sewer trucks to alleviate the pressure on own fleet. Own fleet mechanically inadequate due to age.
2	Streets & Stormwater	No upgrade of a capital nature was performed on streets and stormwater systems in the Kleinmond/Hangklip area. Maintenance on streets and stormwater systems were done through ward specific projects.
3	Potable Water	The Buffelsrivier bridge dam & tower were refurbished as well as the Palmiet river weir at a total cost of over R2 m.
4	Electricity	In the Kleinmond area close to R1 m was spent on main and low voltage upgrading. Streetlights were mounted in the main crime ridden areas of Kleinmond.

### Appendix G: Municipal Audit Committee Recommendations

Municipal Audit Committee Recommendations		
Date of Committee	Committee recommendations during 2015/16	Recommendations adopted (enter Yes) If not adopted (provide explanation)
<b>22 August 2014 Special AC meeting</b>	<b>Item 1: Draft/ Unaudited Annual Financial Statements for the year ended 30 June 2014.</b>	<b>Resolutions: (1)</b> That cognizance be taken of the content of the draft Annual Financial Statements for the year ended 30 June 2014. <b>(2)</b> That the CFO will provide feedback i.r.o. question 16 regarding the housing rental - which rental are included and why the increase?
<b>27 August 2014 Combined AC &amp; PAC</b>	<b>AC - Item 7.1:</b> Quarterly Budget Statement Report: Quarter ended June 2014	<b>Resolution re 7.1:</b> That cognizance be taken of the content of the Quarterly Budget Statement Report for the quarter ended 30 June 2014.

## APPENDICES

Municipal Audit Committee Recommendations		
Date of Committee	Committee recommendations during 2015/16	Recommendations adopted (enter Yes) If not adopted (provide explanation)
	<b>AC - Item 7.2:</b> Report on debt collection - June 2014	<b><u>Resolution re 7.2:</u></b> That cognizance be taken of the content of the report on debt collection for June 2014.
	<b>AC - Item 7.3:</b> Creditors unpaid after 30 day cycle - June 2014	<b><u>Resolution re 7.3:</u></b> That cognizance be taken of the content of the report on unpaid creditors after 30 day cycle for June 2014.
	<b>AC - Item 7.5:</b> Key Control Assessment re 4th quarter (April 2014 - June 2014) for the period 2013/14	<b><u>Resolution re 7.5:</u></b> That cognizance be taken of the content of the Key Control Assessment for the fourth quarter for the period 01 April - 30 June 2014.
	<b>AC - Item 7.6:</b> Audit Action Plan as at 30 June 2014	<b><u>Resolution re 7.6:</u></b> That cognizance be taken of the content of the Audit Action Plan as at 30 June 2014.
	<b>AC - Item 7.7:</b> Risk Register as at 24 July 2014	<b><u>Resolution re 7.7:</u></b> That cognizance be taken of the content of the Risk Register as at 24 July 2014.
	<b>AC - Item 7.8:</b> Compliance with gift policy - gift registers from directorates	<b><u>Resolution re 7.8:</u></b> That cognizance be taken of the content of the gift registers received and the declarations made.
	<b>AC - Item 7.9:</b> IAS Independence & Objectivity	<b><u>Resolution re 7.9:</u></b> That cognizance be taken of the IAS Independence and Objectivity declaration.
	<b>AC - Item 7.10:</b> Scope limitations	<b><u>Resolution re 7.10:</u></b> That cognizance be taken of the reported scope limitations and that a meeting will be arranged between the Municipal Manager, CAE and AC Chairperson to find a solution.
	<b>AC - Item 7.11:</b> CAE Status Report	<b><u>Resolution re 7.11:</u></b> That cognizance be taken of the CAE status report.
	<b>AC - Item 8.1:</b> Independent Audit Committees in Public Sector Organizations	<b><u>Resolution re 8.1:</u></b> That cognizance be taken of the content of the Independent Audit Committee in Public Sector Organisations document.
	<b>AC - Item 8.2:</b> Draft Annual Report	<b><u>Resolution re 8.2:</u></b> That cognizance be taken of the content of the draft Annual Report for the 2013/14 financial year
	<b>AC - Item 9:</b> Audit Reports	<b><u>Resolution re 9:</u></b> That cognizance be taken of the content of the Quarterly Budget Statement Report for the quarter ended 30 June 2014.

## APPENDICES

Municipal Audit Committee Recommendations		
Date of Committee	Committee recommendations during 2015/16	Recommendations adopted (enter Yes) If not adopted (provide explanation)
	<b>PAC - Item 7.1:</b> Report re SDBIP 4th quarter (April - June 2014) for the period 2013/2014	<b><u>Resolution re 7.1:</u></b> That cognizance be taken of the content of the Report: Service Delivery and Budget Implementation Plan - Fourth Quarter (April - June 2014).
	<b>PAC - Item 7.2:</b> Audit Reports re PDO's 4th quarter (April - June 2014) for the period 2013/2014	<b><u>Resolution re 7.2:</u></b> That cognizance be taken of the content of the High Level Summary Report: Predetermined Objectives - Fourth Quarter (April - June 2014).
<b>09 October 2014 Special AC meeting</b>	<b>AC - Item 4:</b> Revised 2013/2014 AG Audit Strategy Document	<b><u>Resolution re 4:</u></b> That cognizance be taken of the content of the revised 2013/14 AG Audit Strategy.
<b>18 December 2014 Special AC meeting</b>	<b>AC - Item 5:</b> Report of the Auditor-General on the Financial Statements and other legal and regularity requirements of the Overstrand Municipality for the year ended 30 June 2014	<b><u>Resolution re 5:</u></b> That cognizance be taken of the content of the <i>"Report of the Auditor-General on the financial statements and other legal and regulatory requirements of Overstrand Municipality for the year ended 30 June 2014."</i>
	<b>AC - Item 6:</b> Final Management Report for Overstrand Municipality -year ended 30 June 2014	<b><u>Resolution re 6:</u></b> That cognizance be taken of the content of the <i>"Financial Management Report - Overstrand Municipality 30 June 2014."</i>
	<b>AC - Item 7:</b> Annual Oversight Report of the Audit- and Performance Audit Committee for the financial year ended 30 June 2014	<b><u>Resolution re 7:</u></b> That cognizance be taken of the content of the Annual Oversight Report of the Audit and Performance Audit Committee for the financial year ended 30 June 2014. It was agreed that the signed report can be submitted to R Louw for inclusion in the Annual Report.
<b>25 March 2015 Combined AC &amp; PAC</b>	<b>AC - Item 6.1:</b> Quarterly Budget Statement Report: First Quarter & Second Quarter for the financial year year 2014/2015	<b><u>Resolution re 6.1:</u></b> That cognizance be taken of the content of the Quarterly Budget Statement Report for the first quarter (July - September 2014) for the financial year 2014/15 .
	<b>AC - Item 6.2:</b> Report on debt collection - February 2015	<b><u>Resolution re 6.2:</u></b> That cognizance be taken of the content of the report on debt collection for February 2015.
	<b>AC - Item 6.3:</b> Creditors unpaid after 30 day cycle - February 2015	<b><u>Resolution re 6.3:</u></b> That cognizance be taken of the content of the Creditors Report - February 2015.

## APPENDICES

Municipal Audit Committee Recommendations		
Date of Committee	Committee recommendations during 2015/16	Recommendations adopted (enter Yes) If not adopted (provide explanation)
	<b>AC - Item 6.4:</b> Overstrand Municipality - Financial Statements for the 6 months ended 31 December 2014	<b>Resolution re 6.4:</b> That cognizance be taken of the content of the Financial Statements for the 6 months ended 31 December 2014.
	<b>AC - Item 6.5:</b> Key Control Assessment - First quarter and Second quarter for the financial year 2014/2015	<b>Resolution re 6.5:</b> That cognizance be taken of the content of the key Control Assessment - First Quarter and Second Quarter for the financial year 2014/15.
	<b>AC - Item 6.6:</b> Audit Action Plan as at February 2015	<b>Resolution re 6.6:</b> That cognizance be taken of the content of the Audit Action Plan for February 2015.
	<b>AC - Item 6.7:</b> Risk Register as at 27 February 2015	<b>Resolution re 6.7:</b> That cognizance be taken of the content of the risk Register as at 27 February 2015.
	<b>AC - Item 6.8:</b> Compliance with gift policy - gift registers from directorates	<b>Resolution re 6.8:</b> That cognizance be taken that no gift registers were received.
	<b>AC - Item 6.9:</b> IAS Independence & Objectivity	<b>Resolution re 6.9:</b> That cognizance be taken of the IAS Independence and Objectivity declaration.
	<b>AC - Item 6.10:</b> Scope limitations	<b>Resolution re 6.10:</b> That cognizance be taken of the reporting that no scope limitations experienced.
	<b>AC - Item 6.11:</b> CAE Status Report	<b>Resolution re 6.11:</b> That cognizance be taken of the CAE status report.
	<b>AC - Item 7:</b> Items for review - Documents to be submitted to Municipal Council for approval: Items (7.1.1) Audit Committee Charter, (7.1.2) Fraud Prevention Plan, (7.1.3) Risk Management Policy	<b>Resolutions re 7: (1)</b> That the Audit Committee Charter be amended as proposed. <b>(2)</b> That cognizance be taken of the content of the reviewed Audit Committee Charter, Fraud Prevention Plan and Risk management Policy and it was proposed that these documents be tabled to Council for approval and adoption.
	<b>AC - Item 8:</b> Items for approval/ adoption by the Audit Committee - Items (8.1) Internal Audit Charter, (8.2) Internal Audit Methodology, (8.3) Framework for Combined Assurance, (8.4) Auditee's Assessment (Internal), (8.5) Quality Assurance & Implementation Program (QAIP), (8.6) Audit Committee Workplan	<b>Resolutions re 8:</b> That cognizance be taken of the content of the Internal Audit Charter, Internal Audit Methodology, Framework for Combined Assurance, Auditee's Assessment, Quality Assurance & Implementation Program and Audit Committee Workplan. It was proposed that these documents be tabled to Council for approval and adoption.

## APPENDICES

Municipal Audit Committee Recommendations		
Date of Committee	Committee recommendations during 2015/16	Recommendations adopted (enter Yes) If not adopted (provide explanation)
	<b>PAC - Item 8.1:</b> Report re SDBIP First quarter (July - September 2014) & Second quarter (October 2014 - December 2014) for the year 2014/2015	<b><u>Resolution re 8.1:</u></b> That cognizance be taken of the content of the Report: Service Delivery and Budget Implementation Plan - First and Second Quarter for the financial 2014/15.
	<b>PAC - Item 8.2:</b> First & Second quarter High Level Summary Reports for the year ended 2014/2015	<b><u>Resolution re 8.2:</u></b> That cognizance be taken of the content of the High Level Summary Report: Predetermined Objectives - First and Second Quarter for the financial year 2014/15.
	<b>PAC - Item 8.3:</b> Internal Audit Reports re PDO (first quarter) and PDO (second quarter) for the period 2013/2014	<b><u>Resolution re 8.3:</u></b> That cognizance be taken of the content of the Internal Audit report regarding Predetermined Objectives - First and Second Quarter for the financial year 2014/15.
<b>28 May 2015 PAC meeting</b>	<b>PAC - Item 6.1:</b> CAE Status Report	<b><u>Resolution re 6.1:</u></b> That cognizance be taken of the content of the CAE status report.
	<b>PAC - Item 6.2:</b> Scope limitations	<b><u>Resolution re 6.2:</u></b> That cognizance be taken of the reporting that no scope limitations experienced.
	<b>PAC - Item 6.3:</b> IAS Independence & Objectivity	<b><u>Resolution re 6.3:</u></b> That cognizance be taken of the IAS Independence and Objectivity declaration.
	<b>PAC - Item 7.1:</b> Report re SDBIP Third quarter (January 2015 - March 2015) for the financial year 2014/2015	<b><u>Resolution re 7.1:</u></b> That cognizance be taken of the content of the Report: Service Delivery and Budget Implementation Plan - Third Quarter (January 2015 - March 2015) for the financial 2014/15.
	<b>PAC - Item 7.2:</b> High Level Summary Report re SDBIP Third quarter (January 2015 - March 2015) for the financial year 2014/2015	<b><u>Resolution re 7.2:</u></b> That cognizance be taken of the content of the High Level Summary Report re SDBIP Third quarter (January 2015 - March 2015) for the financial year 2014/2015.
	<b>PAC - Item 7.3:</b> Internal Audit Report re PDO Audit Report re SDBIP Third quarter (January 2015 - March 2015) for the financial year 2014/2015	<b><u>Resolution re 7.3:</u></b> That cognizance be taken of the content of the Internal Audit report regarding Predetermined Objectives - Third Quarter (January 2015 - March 2015) for the financial year 2014/15.
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## APPENDICES

### Appendix H 1- Long Term Contracts (20 largest contracts)

Long Term Contracts (20 Largest Contracts Entered into 2015/16)					
R' 000					
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
Veolia Water Solutions & Tech-nologies South Africa (Pty) Ltd	RFQ: WTW & WWTW Operation & Maintenance Support Contract - Phase 2	2015-11-01	2030-08-31	Hanre Blignaut	R 946 264 795.08
Startune (Pty) Ltd.	Supply and Delivery of Tissue Paper Products and Cleaning Material	2015-08-18	2018-06-30	JC van der Merwe	R 5 230 858.08
Startune (Pty) Ltd	Supply and Deliver protective clothing and safetywear for a contract period ending 30 June 2016	2015-09-14	2018-06-30	JC van der Merwe	R 6 741 599.76
Quintessential Security CC	Supply of Security and gaurding services for the Overstrand Municipal properties from 1 July 2015 - 30 June 2018	2015-10-01	2018-06-30	Rudi Fraser	R 7 828 628.43
Cherry Blossom Trading 110 CC t/a Securi-Team	Supply of Security and gaurding services for the Overstrand Municipal properties from 1 July 2015 - 30 June 2018	2015-10-01	2018-06-30	Rudi Fraser	R 4 095 835.99
Red Ant Security Relocation and Eviction Services (Pty) Ltd	Management of Informal Settlements in the Overstrand Area	2015-10-01	2017-06-30	Frankie Frans	R 3 848 347.59
Bekezela Concrete CC	Supply and Delivery of Construction Plumbing Material for a contract period ending 30 June 2017	2015-10-19	2017-06-30	Mike Bartman	R 9 303 715.56
ATN Group (Pty) Ltd	Upgrading of residential roads in Mount Pleasant	2015-10-26	2016-06-30	Dennis Hendricks	R 6 433 205.47
Nico Swart Consultancy (Pty) Ltd	Management of Short-term Insurance for Overstrand Mynucipality for period ending 30 June 2018	2015-10-29	2018-06-30	Hannes Vorster	R 4 477 713.66
TMT Services & Supplier (Pty) Ltd	Traffic speed measuring, fixed cameras for speed, number plate	2015-12-01	2020-06-30	Rudi Fraser	R 13 584 240.00

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Long Term Contracts (20 Largest Contracts Entered into 2015/16)					
R' 000					
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
	recognition system & back office for fine collection				
Adenco Construction (Pty) Ltd	Upgrading of Medium & Low Voltage network in Blompark, Gansbaai, Franskraal & Stanford	2015-11-26	2017-06-30	Danie Maree	R 7 823 082.99
Wezan Building & Civil Construction CC	Rehabilitation of Existing paved roads in Zwelihle - Phase 1	2015-12-21	2016-08-30	Dennis Hendricks	R 5 082 078.44
Alan Bailey Civil Engineering and Construction CC	Provision of small works and maintenance as and when needed, for a contract period ending 30 June 2018	2016-01-15	2018-06-30	Mike Bartman	R 12 078 347.42
Burmar Civils (Pty) Ltd	Stanford Sewer Reticulation Upgrade, Phase 7	2016-02-25	2017-06-30	Hanre Blignaut	R 5 873 736.00
Peter Starke Civils CC	Construction of a 1ML Reservoir for the Mount Pleasant Low Cost Housing Development	2016-05-19	2017-06-30	Dennis Hendricks	R 6 830 575.62
Bytes Universal Systems, a Division of Altron TMT (Pty) Ltd	The core financial statements of the municipality	2016-07-01	2019-06-30	Theo Loubser	R 5 752 959.83
Water Management Services CC	Manage the maintenance of all property and infrastructure assets in the municipality	2016-07-01	2019-06-30	Mike Bartman	R 4 274 878.70
Wesbank a Division of First Rand Ltd	Vehicle fuel and maintenance management	2016-07-01	2019-06-30	Mike Bartman	R 18 240 000.00
Jetvac South Africa (Pty) Ltd	Cleaning of Storm Water and Sewage Pipelines as and when requested for a contract period ending 30 June 2019	2016-07-01	2019-06-30	Mike Bartman	R 8 206 677.60
FFC General Trading CC	Construction of New Clubhouse at the Kleinmond Soccer Field	2016-05-12	2016-10-30	Dennis Hendricks	R 3 739 544.82

## APPENDICES

Public Private Partnerships Entered into (2015/16)					
R' 000					
Name and Description of Project	Name of Partner(s)	Initiation Date	Expiry date	Project manager	Value 2015/16
Operation of the Gansbaai Landfill and Public Drop-Offs in Greater Gansbaai and Stanford	Alan Conrad Oosthuizen/ Frederick Jacobus Botha	01/06/2010	01/06/2017	Johan Van Taak	R22 200 361.69
					T H.2

## APPENDICES

### Appendix I: Municipal Entity/Service Provider Performance Schedule

See pages 116- 159 of the Annual Report.

Municipal Entity/Service Provider Performance Schedule									
Name of Entity & Purpose	(a) Service Indicators	Year 0		Year 1		Year 2	Year 4		
		Target	Actual	Target		Actual	Target		
	(b) Service Targets	*Previous Year		*Previous Year	*Current Year		*Current Year	*Current Year	*Following Year
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
<b><i>Page s 116 – 159 of 2015/16 Annual Report</i></b>									
<i>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 0 Budget/IDP round; *'Current Year' refers to the targets set in the Year 1 Budget/IDP round. *'Following Year' refers to the targets set in the Year 2 Budget/IDP round. Note that all targets must be fundable within approved budget provision. In column (ii) set out the Service Indicator (In bold italics) then the Service Target underneath (not in bold - standard type face) to denote the difference.</i>									T I

## APPENDICES

### Appendix J: Disclosure of Financial Interests

**N/A**

Refer to item 7 (4) of Schedule 1 and item 5A (3) of Schedule 2 of the Local Government: Municipal Systems Act, No 32 of 2000

Council resolution 11 of 26/06/2013

### Appendix K: Revenue Collection Performance by Vote

Revenue Collection Performance by Vote						
R' 000						
Vote Description	Year 2014/15	Current Year: 2015/16		2015/16 Variance		
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Vote1 - Executive and Council	52 464	64 861	64 861	64 991	0.2%	0.2%
Vote2 - Budget and Treasury Office	172 601	180 339	183 766	190 121	5.4%	3.5%
Vote3 - Corporate Services	10 785	10 795	11 924	17 734	64.3%	48.7%
Vote4 - Planning and Development	11 964	9 043	9 549	13 627	50.7%	42.7%
Vote5 - Public Safety	24 496	37 676	37 676	30 412	-19.3%	-19.3%
Vote6 - Health	–	–	–	–	0.0%	0.0%
Vote7 - Community and Social Services	3 077	4 657	4 757	6 249	34.2%	31.4%
Vote8 - Sports and Recreation	7 938	11 942	10 489	9 743	-18.4%	-7.1%
Vote9 - Housing	30 750	47 567	55 903	56 496	18.8%	1.1%
Vote10 - Waste Management	60 955	59 544	59 544	61 732	3.7%	3.7%
Vote11 - Road Transport	8 001	10 890	11 990	12 071	10.8%	0.7%
Vote12 - Waste Water Management	76 603	69 402	70 702	79 988	15.3%	13.1%
Vote13 - Water	109 508	106 211	109 211	117 843	11.0%	7.9%
Vote14 - Electricity	288 967	346 361	344 361	334 724	-3.4%	-2.8%
Vote15 - Environmental Management	19	101	101	9	-90.9%	-90.9%
<b>Total Revenue by Vote</b>	<b>858 128</b>	<b>959 389</b>	<b>974 834</b>	<b>995 740</b>	<b>3.8%</b>	<b>2.1%</b>
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3						<b>T K.1</b>

## APPENDICES

### Appendix L: Revenue Collection Performance by Source

Revenue Collection Performance by Source						
R '000						
Description	Year 2014/15	Year 2015/16			Year 2015/16 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	152 607	162 730	162 730	164 554	1.1%	1.1%
Property rates - penalties & collection charges	794	891	891	565	-36.6%	-36.6%
Service Charges - electricity revenue	287 754	338 877	336 327	324 599	-4.2%	-3.5%
Service Charges - water revenue	108 318	102 045	104 429	114 179	11.9%	9.3%
Service Charges - sanitation revenue	68 581	66 375	67 375	72 728	9.6%	7.9%
Service Charges - refuse revenue	56 770	59 488	59 488	61 689	3.7%	3.7%
Service Charges - other	–	–	1 166	764	100.0%	-34.5%
Rentals of facilities and equipment	9 253	11 859	5 360	9 950	-16.1%	85.6%
Interest earned - external investments	8 144	6 348	8 973	12 209	92.3%	36.1%
Interest earned - outstanding debtors	2 279	2 437	2 437	2 735	12.2%	12.2%
Dividends received	–	–	–	–	0.0%	0.0%
Fines	18 563	31 859	31 859	23 893	-25.0%	-25.0%
Licences and permits	1 972	2 190	2 190	2 423	10.7%	10.7%
Agency services	2 790	2 970	2 970	3 211	8.1%	8.1%
Transfers recognised - operational	60 473	90 324	103 555	103 629	14.7%	0.1%
Other revenue	25 015	16 643	23 324	37 048	122.6%	58.8%
Gains on disposal of PPE					0.0%	0.0%
Enviromental Protection					0.0%	0.0%
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>803 312</b>	<b>895 035</b>	<b>913 073</b>	<b>934 177</b>	<b>4.4%</b>	<b>2.4%</b>
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

## APPENDICES

### Appendix M: Capital Expenditure- \*New Assets programme

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2014/15	Year 2015/16			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
<b><u>Capital expenditure by Asset Class</u></b>							
<b><u>Infrastructure - Total</u></b>	<b>32 922</b>	<b>44 873</b>	<b>47 388</b>	<b>42 488</b>	<b>36 284</b>	<b>30 160</b>	<b>33 300</b>
<b><u>Infrastructure: Road transport - Total</u></b>	1 320	14 979	16 331	16 316	1 840	–	–
<i>Roads, Pavements &amp; Bridges</i>		12 103	13 204	13 189	1 610		
<i>Storm water</i>	1 320	2 877	3 127	3 126	230		
<b><u>Infrastructure: Electricity - Total</u></b>	13 041	21 726	22 891	18 500	21 599	14 000	20 500
<i>Generation</i>							
<i>Transmission &amp; Reticulation</i>	13 041	21 726	22 891	18 500	21 599	14 000	20 500
<i>Street Lighting</i>							
<b><u>Infrastructure: Water - Total</u></b>	470	4 737	4 737	3 772	4 529	6 000	4 300
<i>Dams &amp; Reservoirs</i>					4 529	6 000	3 500
<i>Water purification</i>							
<i>Reticulation</i>	470	4 737	4 737	3 772			800
<b><u>Infrastructure: Sanitation - Total</u></b>	8 892	3 420	3 413	3 887	8 301	10 160	8 500
<i>Reticulation</i>					4 801	7 160	7 500
<i>Sewerage purification</i>	8 892	3 420	3 413	3 887	3 500	3 000	1 000
<b><u>Infrastructure: Other - Total</u></b>	9 198	10	15	13	15	–	–
<i>Waste Management</i>	9 198	10	15	13	15		
<i>Transportation</i>							
<i>Gas</i>							
<i>Other</i>							
<b><u>Community - Total</u></b>	<b>32 281</b>	<b>35 611</b>	<b>31 768</b>	<b>30 006</b>	<b>10 366</b>	<b>35 671</b>	<b>34 646</b>
<i>Parks &amp; gardens</i>							
<i>Sportsfields &amp; stadia</i>	127	1 823	2 173	554	480	4 435	3 000
<i>Swimming pools</i>							
<i>Community halls</i>							

## APPENDICES

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2014/15	Year 2015/16			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
					945		
Libraries	1 961	3 080	3 080	3 031	1 050		
Recreational facilities							
Fire, safety & emergency		295	295	295	880		
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing	26 895	29 973	26 080	25 974	6 961	31 236	31 646
Other	3 297	440	140	152	50		

Table continued next page

Table continued from previous page

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2014/15	Year 2015/16			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
<b><u>Capital expenditure by Asset Class</u></b>							
<b><u>Heritage assets - Total</u></b>	–	–		–	–	–	–
Buildings							
Other							
<b><u>Investment properties - Total</u></b>	–	–		–	–	–	–
Housing development							
Other							
<b><u>Other assets</u></b>	<b>10 561</b>	<b>2 673</b>	<b>4 738</b>	<b>4 035</b>	<b>2 173</b>	–	–
General vehicles	3 904	120	–		1 485		
Specialised vehicles							
Plant & equipment			720				
Computers -	2 433	2 528	3 828				

# APPENDICES

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2014/15	Year 2015/16			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
hardware/equipment				3 853			
Furniture and other office equipment	1 716						
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other	2 507	25	190	182	688		
<b><u>Agricultural assets</u></b>	–	–		–	–	–	–
<i>List sub-class</i>							
<b><u>Biological assets</u></b>	–	–		–	–	–	–
<i>List sub-class</i>							
<b><u>Intangibles</u></b>	–	–		–	–	–	–
Computers - software & programming							
Other ( <i>list sub-class</i> )							
<b>Total Capital Expenditure on new assets</b>	<b>75 763</b>	<b>83 156</b>	<b>83 894</b>	<b>76 529</b>	<b>48 823</b>	<b>65 831</b>	<b>67 946</b>
<b><u>Specialised vehicles</u></b>	–	–		–	–	–	–
Refuse							
Fire							
Conservancy							
Ambulances							
* Note: Information for this table may be sourced from MBRR (2009: Table SA34a)							T M.1

## APPENDICES

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2014/15	Year 2015/16			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
<b><u>Capital expenditure by Asset Class</u></b>							
<b><u>Infrastructure - Total</u></b>	<b>28 384</b>	<b>16 600</b>	<b>16 600</b>	<b>12 726</b>	<b>30 547</b>	<b>16 355</b>	<b>31 631</b>
Infrastructure: Road transport -Total	6 300	–	–	–	11 855	8 274	14 605
<i>Roads, Pavements &amp; Bridges</i>	6 300				10 355	6 859	13 605
<i>Storm water</i>					1 500	1 415	1 000
<b>Infrastructure: Electricity - Total</b>	<b>3 100</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>
<i>Generation</i>							
<i>Transmission &amp; Reticulation</i>	3 100						
<i>Street Lighting</i>							
<b>Infrastructure: Water - Total</b>	<b>15 805</b>	<b>11 653</b>	<b>11 653</b>	<b>10 279</b>	<b>10 492</b>	<b>6 800</b>	<b>12 526</b>
<i>Dams &amp; Reservoirs</i>							
<i>Water purification</i>							
<i>Reticulation</i>	15 805	11 653	11 653	10 279	10 492	6 800	12 526
<b>Infrastructure: Sanitation - Total</b>	<b>3 179</b>	<b>4 947</b>	<b>4 947</b>	<b>2 447</b>	<b>8 200</b>	<b>1 281</b>	<b>4 500</b>
<i>Reticulation</i>							
<i>Sewerage purification</i>	3 179	4 947	4 947	2 447	8 200	1 281	4 500
<b>Infrastructure: Other - Total</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>
<i>Waste Management</i>							
<i>Transportation</i>							
<i>Gas</i>							
<i>Other</i>							
<b><u>Community</u></b>	<b>4 343</b>	<b>4 158</b>	<b>2 893</b>	<b>2 896</b>	<b>8 986</b>	<b>12 044</b>	<b>7 694</b>
Parks & gardens							
Sportsfields & stadia	1 454 088	4 157 615	2 892 615	2 896 384	2 065	1 000	100
Swimming pools							
Community halls					1 000	4 500	1 500

## APPENDICES

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2014/15	Year 2015/16			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing	2 888 984				5 921	6 544	6 094
Other							
<b><u>Heritage assets</u></b>	–	–	–	–	–	–	–
Buildings							
Other							
<i>Table continued next page</i>							

*Table continued from previous page*

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2014/15	Year 2015/16			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
<b><u>Capital expenditure by Asset Class</u></b>							
<b><u>Investment properties</u></b>	–	–	–	–	–	–	–
Housing development							
Other							
<b><u>Other assets</u></b>	–	–	–	–	–	–	–
General vehicles							
Specialised vehicles							
Plant & equipment							
Computers - hardware/equipment							
Furniture and other office equipment							
Abattoirs							

## APPENDICES

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2014/15	Year 2015/16			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other							
<b><u>Agricultural assets</u></b>	–	–	–	–	–	–	–
<i>List sub-class</i>							
<b><u>Biological assets</u></b>	–	–	–	–	–	–	–
<i>List sub-class</i>							
<b><u>Intangibles</u></b>	–	–	–	–	–	–	–
Computers - software & programming							
Other ( <i>list sub-class</i> )							
<b>Total Capital Expenditure on renewal of existing assets</b>	<b>32 727</b>	<b>20 758</b>	<b>19 493</b>	<b>15 623</b>	<b>39 533</b>	<b>28 399</b>	<b>39 325</b>
<b><u>Specialised vehicles</u></b>	–	–	–	–	–	–	–
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: 2015/16

Capital Programme by Project: Year 2015/16					
Capital Project	R' 000				
	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
<b>Water</b>					
REPLACEMENT OF OVERSTRAND WATER PIPES	9 652 800	9 652 800	9 359 287	-3%	-3%
PEARLY BEACH WTW PRE-TREATMENT	900 000	900 000	0	0%	0%
REFURBISH BUFFELS RIVER DAM BRIDGE AND TOWER & PALMIET RIVER WEIR	2 000 000	2 017 385	1 101 052	-83%	-82%
WATER PUMPS (CONTINGENCY )	200 000	200 000	153 896	-30%	-30%
NEW 1 ML/S RESERVOIR OHW.B31	3 566 328	3 401 867	3 401 867	0%	-5%
WATERMAIN PROJECT ZWELIHLE/MT PLEASANT	0	164 461	164 461	0%	100%
BAARDSKEERDESBOS BULK WATER SUPPLY UPGRADE	64 056	46 671	46 670	0%	-37%
MINOR ASSETS :WATER DISTRIBUTION	4 000	4 000	2 100	-90%	-90%
MINOR ASSETS :WATER DISTRIBUTION	3 000	3 000	2 990	0%	0%
<b>Sanitation/Sewerage</b>					
UPGRADING OF PUMPSTATIONS	3 547 200	2 459 128	1 923 272	-28%	-84%
STANFORD - SEWER NETWORK EXTENSION	3 000 000	4 088 072	3 567 730	-15%	16%
SEWERAGE PUMPS (CONTINGENCY)	300 000	300 000	206 291	-45%	-45%
UPGRADING OF KIDBROOKE PIPELINE	1 400 000	1 400 000	608 178	-130%	-130%
UPGRADING OF KIDBROOKE PIPELINE	100 000	100 000	100 000	0%	0%
MINOR ASSETS : SEWERAGE	20 000	13 300	37 350	64%	46%
PUMP STATION & TELEMETRY -HERMANUS	0	0	147 600	100%	100%
TURNKEY PROJECTS -SEWERAGE DEPARTMENT	0	0	2 157 951	100%	100%
MINOR ASSETS :SEWERAGE DEPARTMENT	0	0	24 000	100%	100%
<b>Electricity</b>					
FRANSKRAAL,KLEINBAAI & BIRKENHEAD: MV/LV AND MINISUB UPGRADE	2 600 000	3 800 000	3 775 857	-1%	31%
GANSBAAI: MINISUB AND MV/LV UPGRADE	2 700 000	1 500 000	1 499 492	0%	-80%
BLOMPARK: LOW VOLTAGE UPGRADE	1 000 000	339 031	337 347	0%	-196%
STANFORD: MV UPGRADE	1 200 000	1 860 969	210 625	-784%	-470%
ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	8 000 000	8 000 000	8 000 000	0%	0%
ELECTRICITY TRANSFORMERS(CAPITAL REPLACEMENT CONTINGENCY)	1 500 000	2 101 732	1 646 054	-28%	9%
MINOR ASSETS :ELECTRICITY	6 000	6 000	3 720	-61%	-61%
MINOR ASSETS :ELECTRICITY	16 000	21 000	18 397	-14%	13%
MINOR ASSETS :ELECTRICITY	24 000	24 000	0	-100%	-100%
MINOR ASSETS :ELECTRICITY	5 000	0	0	0%	-100%
ELECTRIFICATION OF ZIPHUNZANA & THAMBO SQUARE INFORMAL SETTLEMENT	400 000	0	0	0%	-100%

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Capital Programme by Project: Year 2015/16					
R' 000					
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
STREET LIGHTS	40 000	40 000	38 841	-3%	-3%
STREET LIGHTS (6)	30 000	30 000	29 439	-2%	-2%
HERMANUS: MAIN STR TO ROYAL 2ND SUPPLY FEEDER	471 398	312 301	312 300	0%	-51%
ELECTRIFICATION IN INFORMAL AREAS	461 517	461 517	0	0%	0%
KLEINMOND: MV & LV NETWORK UPGRADE	959 741	930 649	930 648	0%	-3%
HERMANUS: LV UPGRADE/REPLACEMENT	462 322	972 887	972 886	0%	52%
HAWSTON: LV UPGRADE/REPLACEMENT	288 079	437 571	437 571	0%	34%
ELECTRIFICATION OF HOUSING PROJECTS	1 558 374	2 049 759	0	-100%	-100%
MINOR ASSETS :ELECTRICITY	4 000	4 000	0	-100%	-100%
MINOR ASSETS :ELECTRICITY	0	0	24 000	100%	100%
<b>Housing</b>					
ZWELIHLE MANDELA SQUARE -83 SITES	4 685 648	377 229	377 229	0%	-1142%
ZWELIHLE ADMIN SITE - 164 SITES	9 864 644	9 811 591	9 811 591	0%	-1%
ZWELIHLE SITE C2 - 132 SITES	7 939 836	9 178 761	9 178 761	0%	13%
MOUNT PLEASANT IRDP	3 514 600	3 172 062	3 172 062	0%	-11%
SWARTDAMROAD IRDP	3 313 558	2 885 858	2 779 795	-4%	-19%
STANFORD IRDP	654 318	654 318	654 318	0%	0%
MINOR ASSETS :HOUSING	0	0	11 251	100%	100%
<b>Stormwater</b>					
STORMWATER -AD HOC	50 000	0	0	0%	-100%
STORMWATER DRAINAGE CHANNELS - PHASE 2	100 000	100 000	99 879	0%	0%
STORMWATER	200 000	200 000	199 972	0%	0%
STORMWATER	50 000	50 000	49 998	0%	0%
UPGRADE STORMWATER - INTERNAL & EXTERNAL	2 476 500	2 776 500	2 776 500	0%	11%
<b>Waste Management</b>					
MINOR ASSETS:SOLID WASTE DISPOSAL	10 000	14 900	13 070	-14%	23%
MINOR ASSETS:REFUSE REMOVAL	0	0	11 667	100%	100%
<b>Roads</b>					
REHABILITATION OF EXISTING PAVE ROAD (LIC)	4 200 000	5 300 000	5 300 000	0%	21%
REHABILITATE ROADS AND UPGRADE STORMWATER	6 375 527	6 375 527	6 375 527	0%	0%
SIDEWALKS	100 000	100 000	99 999	0%	0%
TARRING OF ROADS	400 000	400 000	399 942	0%	0%
UPGRADING OF ROADS & STORMWATER	200 000	200 000	199 993	0%	0%
PAVING OF CIRCLES (INCL. STORMWATER)	50 000	50 000	49 988	0%	0%
EXTENSION OF HEUNINGKLOOF FOOTPATH	200 000	200 000	199 976	0%	0%
ADDITIONAL PARKING & GRAVEL STRIP - PRINGLE BAY HALL	60 000	60 000	59 209	-1%	-1%
TARRING OF ROADS - PEARLY BEACH	80 000	80 000	79 999	0%	0%
PAVEMENT IN MORTON-/BEZUIDENHOUT STREET	130 000	130 000	129 995	0%	0%
PAVING OF SIDEWALK - SHORTMARKET STREET (BETWEEN DE BRUYN & MORTON)	100 000	100 000	100 000	0%	0%

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Capital Programme by Project: Year 2015/16					
Capital Project	R' 000				
	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
ATLANTIC DRIVE WALKWAY	200 000	200 000	199 993	0%	0%
MINOR ASSETS :ROADS	7 000	8 800	6 988	-26%	0%
MINOR ASSETS :ROADS	0	0	24 000	100%	100%
<b>Sport &amp; Recreation</b>					
OVERHILLS:KLEINMOND SOCCERFIELD	4 157 615	2 892 615	2 892 615	0%	-44%
TURF SOCCERFIELD	200 000	0	0	0%	-100%
MINOR ASSETS :SPORT AND RECREATION	20 000	20 000	18 688	-7%	-7%
MINOR ASSETS :RECREATIONAL FACILITIES	10 000	10 000	0	0%	0%
PLAY PARK -WESTDENE	100 000	100 000	93 322	-7%	-7%
PLAY PARK -ZWELIHLE	0	150 000	145 960	-3%	100%
PLAY PARK	10 000	10 000	9 508	-5%	-5%
UPGRADING OF SCHULPHOEK BERM PLAY PARK	0	50 000	43 420	-15%	100%
FLOODLIGHTS -HAWSTON SPORT GROUNDS	150 000	150 000	0	-100%	-100%
FLOODLIGHTS -HAWSTON SPORT GROUNDS	500 000	500 000	0	-100%	-100%
FLOODLIGHTS -ZWELIHLE SPORT GROUNDS	155 000	155 000	61 163	-153%	-153%
FLOODLIGHTS -ZWELIHLE SPORT GROUNDS	500 000	500 000	0	-100%	-100%
FLOODLIGHTS -ZWELIHLE SPORT GROUNDS	0	350 000	0	-100%	0%
FLOODLIGHTS-ZWELIHLE SPORTS GROUND	150 000	150 000	0	-100%	-100%
MINOR ASSETS :RECREATIONAL FACILITIES	28 000	28 000	27 185	-3%	-3%
MINOR ASSETS :RECREATIONAL FACILITIES	0	0	8 469	100%	100%
MINOR ASSETS :RECREATIONAL FACILITIES	0	0	7 256	100%	100%
MINOR ASSETS :RECREATIONAL FACILITIES	0	0	3 070	100%	100%
<b>Public Safety</b>					
MINOR ASSETS:FIRE FIGHTING AND PROTECTION	100 000	129 920	126 911	-2%	21%
VEHICLES-FIRE FLEET REFURBISHMENT	0	570 080	0	-100%	0%
COMPLETION OF FIRE STATION & PARKING AREA - PRINGLE BAY	195 000	195 000	190 486	-2%	-2%
TURNKEY PROJECTS -FIRE DEPARTMENT	0	0	43 844	100%	100%
MINOR ASSETS :PROTECTION SERVICES	0	0	-112 787	100%	100%
MINOR ASSETS :FIRE DEPARTMENT	0	0	15 950	100%	100%
<b>Planning and Development</b>					
MINOR ASSETS:BUILDING REGULATIONS AND ENFORCEMENT	5 000	5 000	3 997	-25%	-25%
MINOR ASSETS:ECONOMIC DEVELOPMENT/PLANNING	10 500	20 000	17 377	-15%	40%
MINOR ASSETS:ECONOMIC DEVELOPMENT/PLANNING	9 500	0	0	0%	-100%
MINOR ASSETS :LED	0	0	7 537	100%	100%
MINOR ASSETS :INFRASTRUCTURE & PLANNING	0	0	-2 991	100%	100%
MINOR ASSETS :NATURE CONSERVATION	0	0	7 367	100%	100%
<b>Executive and Council</b>					
SUNDIALS	20 000	0	0	0%	-100%
MINOR ASSETS:AREA MANAGER	16 000	16 000	78 585	80%	80%

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Capital Programme by Project: Year 2015/16					
R' 000					
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
<b>Libraries</b>					
KLEINMOND LIBRARY UPGRADE	3 000 000	2 996 930	2 993 590	0%	0%
MINOR ASSETS -LIBRARIES AND ARCHIVES	34 000	37 070	37 066	0%	8%
<b>Community and Social services</b>					
EXTENSION OF COMMUNITY HALL	150 000	150 000	149 835	0%	0%
UPGRADING OF MOFFAT HALL KITCHEN	200 000	0	0	0%	-100%
EXTENDED BUS SHELTER AT KM CLINIC	0	20 000	17 442	-15%	100%
MINOR ASSETS :COMMUNITY SERVICES	0	0	-28 680	100%	100%
EXTENSION OF THUSONG CENTRE	100 000	0	0	0%	-100%
<b>Finance and Administration</b>					
UPGRADE RF NETWORK (HAWSTON,STANFORD,SECTORS)	900 000	1 000 000	999 324	0%	10%
TERMINAL SERVER UPGRADE	100 000	0	0	0%	-100%
INTEGRATED ASSET MANAGEMENT & MAINTENANCE SYSTEM	930 000	2 230 000	2 230 000	0%	58%
PMU BUILDING	341 030	506 030	506 030	0%	33%
MINOR ASSETS:DIRECTOR MANAGEMENT SERV	0	15 941	31 219	49%	100%
MINOR ASSETS:INFORMATION TECHNOLOGY	157 000	160 449	160 089	0%	2%
MINOR ASSETS:INFORMATION TECHNOLOGY	15 000	2 000	0	-100%	-100%
MINOR ASSETS:LEGAL SERVICES	20 000	12 566	11 220	-12%	-78%
MINOR ASSETS:HUMAN RESOURCES	10 000	4 662	4 662	0%	-115%
MINOR ASSETS:FINANCE	30 000	22 597	7 323	-209%	-310%
MINOR ASSETS:FINANCE	0	0	24 000	100%	100%
MINOR ASSETS:PROPERTY SERVICES	5 000	5 000	3 069	-63%	-63%
SHADEPORTS ON HM TAXI RANK	0	55 346	55 346	0%	100%
MINOR ASSETS:FLEET MANAGEMENT	20 000	17 995	17 995	0%	-11%
VEHICLES -REFURBISHMENT/REBUILD ENGINES	120 000	80 444	0	-100%	-100%
BIENTANG CAVE	0	0	800 000	100%	100%
<b>TOTAL</b>	<b>103 914 091</b>	<b>103 386 291</b>	<b>95 310 036</b>	<b>-8%</b>	<b>-9%</b>
T N					

### Appendix O: Capital Programme by Project by Ward: 2015/16

Capital Programme by Project by Ward: Year 2015/16		
R' 000		
Capital Project	Ward(s) affected	Works completed (Yes/No)
<b>Water</b>		
REPLACEMENT OF OVERSTRAND WATER PIPES	Overstrand	Incomplete -Roll Over project to following year
PEARLY BEACH WTW PRE-TREATMENT	Ward 11	Incomplete -Roll Over project to following year

## APPENDICES

Capital Programme by Project by Ward: Year 2015/16		
R' 000		
Capital Project	Ward(s) affected	Works completed (Yes/No)
REFURBISH BUFFELS RIVER DAM BRIDGE AND TOWER & PALMIET RIVER WEIR	Ward 09	Incomplete -Roll Over project to following year
WATER PUMPS (CONTINGENCY )	Overstrand	Completed
NEW 1 ML/S RESERVOIR OHW.B31	Ward 04	15/16 Portion completed(multi year project continue in 16/17)
WATERMAIN PROJECT ZWELIHLE/MT PLEASANT	Ward 04/05	completed
BAARDSKEERDESBOS BULK WATER SUPPLY UPGRADE	Ward 11	Completed
MINOR ASSETS :WATER DISTRIBUTION	Overstrand	Completed
MINOR ASSETS :WATER DISTRIBUTION	Overstrand	Completed
<b>Sanitation/Sewerage</b>		
UPGRADING OF PUMPSTATIONS	Overstrand	15/16 Portion completed(multi year project continue in 16/17)
STANFORD - SEWER NETWORK EXTENSION	Ward 11	15/16 Portion completed(multi year project continue in 16/17)
SEWERAGE PUMPS (CONTINGENCY)	Overstrand	Completed
UPGRADING OF KIDBROOKE PIPELINE	Ward 13	15/16 Portion completed(multi year project continue in 16/17)
UPGRADING OF KIDBROOKE PIPELINE	Ward 13	Completed
MINOR ASSETS : SEWERAGE	Overstrand	Completed
<b>Electricity</b>		
FRANSKRAAL,KLEINBAAI & BIRKENHEAD: MV/LV AND MINISUB UPGRADE	Ward 01	Completed
GANSBAAI: MINISUB AND MV/LV UPGRADE	Ward 02	Completed
BLOMPARK: LOW VOLTAGE UPGRADE	Ward 02	Completed
STANFORD: MV UPGRADE	Ward 11	Incomplete -Roll Over project to following year
ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	Ward 10	Completed
ELECTRICITY TRANSFORMERS(CAPITAL REPLACEMENT CONTINGENCY)	Overstrand	Incomplete -Roll Over project to following year
MINOR ASSETS :ELECTRICITY	Overstrand	Completed
MINOR ASSETS :ELECTRICITY	Overstrand	Completed
MINOR ASSETS :ELECTRICITY	Overstrand	Completed
STREET LIGHTS	Ward 09	Completed
STREET LIGHTS (6)	Ward 13	Completed
HERMANUS: MAIN STR TO ROYAL 2ND SUPPLY FEEDER	Ward 03	Completed
ELECTRIFICATION IN INFORMAL AREAS	Overstrand	Incomplete -Roll Over project to following year
KLEINMOND: MV & LV NETWORK UPGRADE	Ward 09	Completed
HERMANUS: LV UPGRADE/REPLACEMENT	Ward 03	Completed
HAWSTON: LV UPGRADE/REPLACEMENT	Ward 08	Completed
ELECTRIFICATION OF HOUSING PROJECTS	Ward 05,06	Incomplete -Roll Over project to following year
MINOR ASSETS :ELECTRICITY	Overstrand	Incomplete
<b>Housing</b>		
ZWELIHLE MANDELA SQUARE -83 SITES	Ward 06	2015/2016 year portion completed - Multi-year project
ZWELIHLE ADMIN SITE - 164 SITES	Ward 05	Completed

## APPENDICES

Capital Programme by Project by Ward: Year 2015/16		
R' 000		
Capital Project	Ward(s) affected	Works completed (Yes/No)
ZWELIHLE SITE C2 - 132 SITES	Ward 05	Completed
MOUNT PLEASANT IRDP	Ward 04	Completed
SWARTDAMROAD IRDP	Ward 04	Completed
STANFORD IRDP	Ward 11	2015/2016 year portion completed - Multi-year project
<b>Waste Management</b>		
MINOR ASSETS:SOLID WASTE DISPOSAL	Overstrand	Completed
<b>Stormwater</b>		
STORMWATER DRAINAGE CHANNELS - PHASE 2	Ward 01	Completed
STORMWATER	Ward 02	Completed
STORMWATER	Ward 11	Completed
UPGRADE STORMWATER - INTERNAL & EXTERNAL	Ward 05	Completed
<b>Roads</b>		
REHABILITATION OF EXISTING PAVE ROAD (LIC)	Ward 05	15/16 Portion completed(multi year project continue in 16/17)
REHABILITATE ROADS AND UPGRADE STORMWATER	Ward 04	Completed
SIDEWALKS	Ward 01	Completed
TARRING OF ROADS	Ward 07	Completed
UPGRADING OF ROADS & STORMWATER	Ward 08	Completed
PAVING OF CIRCLES (INCL. STORMWATER)	Ward 08	Completed
EXTENSION OF HEUNINGKLOOF FOOTPATH	Ward 09	Completed
ADDITIONAL PARKING & GRAVEL STRIP - PRINGLE BAY HALL	Ward 10	Completed
TARRING OF ROADS - PEARLY BEACH	Ward 11	Completed
PAVEMENT IN MORTON-/BEZUIDENHOUT STREET	Ward 11	Completed
PAVING OF SIDEWALK - SHORTMARKET STREET (BETWEEN DE BRUYN & MORTON)	Ward 11	Completed
ATLANTIC DRIVE WALKWAY	Ward 13	Completed
MINOR ASSETS :ROADS	Overstrand	Completed
<b>Sport &amp; Recreation</b>		
OVERHILLS:KLEINMOND SOCCERFIELD	Ward 09	15/16 Portion completed(multi year project continue in 16/17)
MINOR ASSETS :SPORT AND RECREATION	Overstrand	Completed
MINOR ASSETS :RECREATIONAL FACILITIES	Overstrand	Incomplete
PLAY PARK -WESTDENE	Ward 04	Completed
PLAY PARK -ZWELIHLE	Ward 05	Completed
PLAY PARK	Ward 10	Completed
UPGRADING OF SCHULPHOEK BERM PLAY PARK	Ward 12	Completed
FLOODLIGHTS -HAWSTON SPORT GROUNDS	Ward 08	Incomplete -Roll Over project to following year
FLOODLIGHTS -HAWSTON SPORT GROUNDS	Ward 08	Incomplete -Roll Over project to following year
FLOODLIGHTS -ZWELIHLE SPORT GROUNDS	Ward 05	Incomplete -Roll Over project to following year
FLOODLIGHTS -ZWELIHLE SPORT GROUNDS	Ward 05	Incomplete -Roll Over project to following year
FLOODLIGHTS -ZWELIHLE SPORT GROUNDS	Ward 06	Incomplete -Roll Over project to following year

## APPENDICES

Capital Programme by Project by Ward: Year 2015/16		
R' 000		
Capital Project	Ward(s) affected	Works completed (Yes/No)
FLOODLIGHTS-ZWELIHLE SPORTS GROUND	Ward 12	Incomplete -Roll Over project to following year
MINOR ASSETS :RECREATIONAL FACILITIES	Overstrand	Completed
<b>Public Safety</b>		
MINOR ASSETS:FIRE FIGHTING AND PROTECTION	Overstrand	Completed
VEHICLES-FIRE FLEET REFURBISHMENT	Overstrand	Incomplete -Roll Over project to following year
COMPLETION OF FIRE STATION & PARKING AREA - PRINGLE BAY	Ward 10	Completed
<b>Planning &amp; Development</b>		
MINOR ASSETS:BUILDING REGULATIONS AND ENFORCEMENT	Overstrand	Completed
MINOR ASSETS:ECONOMIC DEVELOPMENT/PLANNING	Overstrand	Completed
<b>Executive and Council</b>		
MINOR ASSETS:AREA MANAGER	Overstrand	Completed
<b>Libraries</b>		
KLEINMOND LIBRARY UPGRADE	Ward 09	Completed
MINOR ASSETS -LIBRARIES AND ARCHIVES	Overstrand	Completed
<b>Community and Social services</b>		
EXTENSION OF COMMUNITY HALL	Ward 01	Completed
EXTENDED BUS SHELTER AT KM CLINIC	Ward 09	Incomplete
<b>Finance and Administration</b>		
UPGRADE RF NETWORK (HAWSTON,STANFORD,SECTORS)	Overstrand	Completed
INTEGRATED ASSET MANAGEMENT & MAINTENANCE SYSTEM	Overstrand	Completed
PMU BUILDING	Ward 03	completed
MINOR ASSETS:DIRECTOR MANAGEMENT SERV	Overstrand	Completed
MINOR ASSETS:INFORMATION TECHNOLOGY	Overstrand	Completed
MINOR ASSETS:INFORMATION TECHNOLOGY	Overstrand	Completed
MINOR ASSETS:LEGAL SERVICES	Overstrand	Completed
MINOR ASSETS:HUMAN RESOURCES	Overstrand	Completed
MINOR ASSETS:FINANCE	Overstrand	Completed
MINOR ASSETS:PROPERTY SERVICES	Overstrand	Completed
SHADEPORTS ON HM TAXI RANK	Ward 03	Completed
MINOR ASSETS:FLEET MANAGEMENT	Overstrand	Completed
VEHICLES -REFURBISHMENT/REBUILD ENGINES	Overstrand	Completed
T O		

## APPENDICES

### Appendix Q: Municipal Infrastructure Grant (MIG) \* Expenditure 2015/16 on Service backlogs

Municipal Infrastructure Grant (MIG)* Expenditure 2015/16 on Service backlogs					
R'					
Details	Budget	Adjustments Budget	Actual	Variance	
				Budget	Adjustments Budget
<b>Infrastructure - Road transport</b>	<b>13 052 027</b>	<b>14 452 027</b>	<b>14 452 027</b>	-11%	-11%
<i>Roads, Pavements &amp; Bridges</i>	10 575 527	11 675 527	11 675 527	-10%	-10%
<i>Storm water</i>	2 476 500	2 776 500	2 776 500	-12%	-12%
<b>Infrastructure - Electricity</b>	-	-	-		
<i>Generation</i>					
<i>Transmission &amp; Reticulation</i>				0%	0%
<i>Street Lighting</i>				0%	0%
<b>Infrastructure - Water</b>	<b>3 566 328</b>	<b>3 566 328</b>	<b>3 566 328</b>	0%	0%
<i>Dams &amp; Reservoirs</i>	3 566 328	3 566 328	3 566 328	0%	0%
<i>Water purification</i>					
<i>Reticulation</i>				0%	0%
<b>Infrastructure - Sanitation</b>	-	-	-		
<i>Reticulation</i>				0%	0%
<i>Sewerage purification</i>	-	-	-	0%	0%
<b>Infrastructure - Other</b>	-	-	-	0%	0%
<i>Waste Management</i>	-	-	-	0%	0%
<i>Transportation</i>				0%	0%
<i>Gas</i>				0%	0%
<b>Other Specify:</b>	<b>4 798 645</b>	<b>3 398 645</b>	<b>3 398 645</b>	29%	29%
Sport Re-creational facility - Overhills:Kleinmond Soccer Field	4 157 615	2 892 615	2 892 615	30%	30%
Sport Re-creational facility -Turf Soccerfield-Zwelihle	200 000	-	-	100%	100%
Extension of Thusong Centre	100 000	-	-	100%	100%
MIG PMU Building	341 030	506 030	506 030	-48%	-48%
<b>Total</b>	<b>21 417 000</b>	<b>21 417 000</b>	<b>21 417 000</b>	0%	0%

**Appendix R: Declaration of Loans and Grants made by the municipality: 2015/16**

Declaration of Loans and Grants made by the municipality: Year 2015/16					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 2015/16 R' 000	Total Amount committed over previous and future years	
				2014/15	2016/17
Maatskaplike Dienste Hermanus	Grant-in-aid	None	–	30	–
Overstrand Association for People with Disabilities	Grant-in-aid	None	20	8	–
Ikamva	Grant-in-aid	None	–	10	–
Whale Coast Conservation	Grant-in-aid	None	20	25	30
Hermanus Botanical Society	Grant-in-aid	None	20	20	9
Kleimond Child Welfare	Grant-in-aid	None	–	15	–
Overstrand Hospice	Grant-in-aid	None	20	28	30
Hangklip Community Care Centre	Grant-in-aid	None	–	15	–
Recycle Swap Shop	Grant-in-aid	None	–	10	20
Siyazama Service Centre for the Aged	Grant-in-aid	None	15	20	–
Overberg Wheelchair Association	Grant-in-aid	None	–	27	–
Overstrand Arts	Grant-in-aid	None	20	20	23
National Sea Rescue Institute	Grant-in-aid	None	28	47	–
GCA	Grant-in-aid	None	–	10	–
Badisa Herberg- aan-see	Grant-in-aid	None	5	–	–
Hermanus Hacking Group	Grant-in-aid	None	15	–	–
Camphill School	Grant-in-aid	None	20	–	–
Stanford Animal welfare	Grant-in-aid	None	15	–	–
Flower Valley Conservation Trust	Grant-in-aid	None	15	–	–
Kids @ the Centre	Grant-in-aid	None	15	–	–
Strandlooptjie Bewaarskool	Grant-in-aid	None	15	–	–
Narrative Foundation	Grant-in-aid	None	15	–	35
Camphill Farm Community	Grant-in-aid	None	20	–	–

## APPENDICES

Declaration of Loans and Grants made by the municipality: Year 2015/16					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 2015/16 R' 000	Total Amount committed over previous and future years	
				2014/15	2016/17
Pearly Shell Service Centre	Grant-in-aid	None	–	–	9
RDP Training Centre	Grant-in-aid	None	–	–	10
Hermanus Night Shelter	Grant-in-aid	None	–	–	15
Blommeland Day Care	Grant-in-aid	None	–	–	5
Whale Coast 96 FM	Grant-in-aid	None	–	–	8
Pearly Beach Conservancy	Grant-in-aid	None	–	–	15
Women Action Group	Grant-in-aid	None	–	4	10
Stanford Conservation	Grant-in-aid	None	–	–	20
Dyer Island Conservation Trust	Grant-in-aid	None	–	–	25
Grootbos Green Futures Foundation	Grant-in-aid	None	–	–	15
Enlighten Education Trust	Grant-in-aid	Management	70	70	–
Cancer Association of SA	Grant-in-aid	None	–	5	–
Cape Nature Conservation	Donation/transfers made	Management	–	6 459	–
Veolia	In-kind donations	None	333	–	–
Indigent Grant	Indigent Grant	Have to comply	48 900	41 922	55 553

### Appendix S: MFMA Section 71 Returns Not Made During 2015/16 According to Reporting Requirements

MFMA Section 71 Returns Not Made During Year 1 According to Reporting Requirements	
Return	Reason Return has not been properly made on due date
All Returns were submitted as required by S71 of the MFMA	-

### Appendix T: National and Provincial Outcomes for Local Government

N/A

# ANNEXURE A: FINANCIAL STATEMENTS



Overstrand Municipality  
Financial statements  
for the year ended 30 June 2016

**OVERSTRAND MUNICIPALITY  
ANNUAL FINANCIAL STATEMENTS**

**for the year ended 30 June 2016**

**APPROVAL OF THE ANNUAL FINANCIAL STATEMENTS**

I am responsible for the preparation of these annual financial statements, which are set out on pages 1 to 84, in terms of Section 126(1)(a) of the Municipal Finance Management Act and which I have signed on behalf of the Municipality.

I certify that the salaries, allowances and benefits of Councillors, loans made to Councillors, if any, and payments made to Councillors for loss of office, if any, as disclosed in the notes of these annual financial statement are within the upper limits of the framework envisaged in Section 219 of the Constitution, read with the Remuneration of Public Office Bearers Act and the Minister of Provincial and Local Government's determination in accordance with this Act.



DC Greenwald

**Municipal Manager**

25 November 2016

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

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# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Statement of Financial Position as at 30 June 2016

Figures in Rand	Note(s)	2016	2015 Restated*
<b>Assets</b>			
<b>Current Assets</b>			
Inventories	9	28,742,328	10,574,939
Operating lease asset		730,747	721,982
Receivables from exchange transactions	10	19,481,475	22,993,268
Receivables from non-exchange transactions	11	24,521,668	21,605,499
VAT receivable	12	5,716,835	6,356,063
Consumer debtors	13	57,827,919	53,288,560
Long term receivables	8	13,569	15,106
Cash and cash equivalents	14	174,780,916	104,986,783
		<b>311,815,457</b>	<b>220,542,200</b>
<b>Non-Current Assets</b>			
Investment property	2	152,550,000	144,822,500
Property, plant and equipment	3	3,427,883,631	3,459,414,086
Intangible assets	4	6,771,675	5,505,691
Heritage assets	5	124,182,198	124,182,198
Other financial assets	6	29,740,013	23,148,842
Long term receivables	8	40,200	53,303
		<b>3,741,167,717</b>	<b>3,757,126,620</b>
<b>Total Assets</b>		<b>4,052,983,174</b>	<b>3,977,668,820</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Other financial liabilities	18	26,432,309	23,539,168
Finance lease obligation	16	59,968	80,454
Payables from exchange transactions	20	70,759,581	64,303,092
Consumer deposits	21	43,943,235	41,743,135
Employee benefit obligation	7	2,943,228	2,344,462
Unspent conditional grants and receipts	17	1,379,804	2,076,317
Provisions	19	23,500,708	21,594,980
		<b>169,018,833</b>	<b>155,681,608</b>
<b>Non-Current Liabilities</b>			
Other financial liabilities	18	412,401,585	408,904,414
Finance lease obligation	16	-	59,968
Employee benefit obligation	7	110,245,237	107,289,538
Provisions	19	89,019,263	85,937,441
		<b>611,666,085</b>	<b>602,191,361</b>
<b>Total Liabilities</b>		<b>780,684,918</b>	<b>757,872,969</b>
<b>Net Assets</b>		<b>3,272,298,256</b>	<b>3,219,795,851</b>
Reserves			
Housing development fund		2,176,896	2,571,034
Accumulated surplus	15	3,270,121,360	3,217,224,817
<b>Total Net Assets</b>		<b>3,272,298,256</b>	<b>3,219,795,851</b>

\* See Note 43

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Statement of Financial Performance

Figures in Rand	Note(s)	2016	2015 Restated*
<b>Revenue</b>			
<b>Revenue from exchange transactions</b>			
Service charges	23	573,195,347	521,423,217
Rental of facilities and equipment		9,949,824	9,252,957
Agency services		3,211,107	2,789,519
Licences and permits		2,423,131	1,971,690
Other income	26	28,288,351	19,507,396
Interest received	31	14,943,807	10,422,699
<b>Total revenue from exchange transactions</b>		<b>632,011,567</b>	<b>565,367,478</b>
<b>Revenue from non-exchange transactions</b>			
<b>Taxation revenue</b>			
Property rates	22	164,554,174	152,606,751
Property rates - penalties imposed	22	565,115	793,937
<b>Transfer revenue</b>			
Government grants and subsidies	24	164,280,510	115,970,498
Public contributions and donations	25	984,745	2,823,925
Fines, Penalties and Forfeits		23,893,259	18,563,196
<b>Total revenue from non-exchange transactions</b>		<b>354,277,803</b>	<b>290,758,307</b>
<b>Total revenue</b>		<b>986,289,370</b>	<b>856,125,785</b>
<b>Expenditure</b>			
Employee costs	28	(273,115,394)	(269,820,051)
Remuneration of councillors	29	(8,566,074)	(8,103,624)
Depreciation and amortisation	33	(122,815,091)	(119,481,866)
Impairment loss / Reversal of impairments	34	(698,452)	(3,077,214)
Finance costs	35	(46,207,492)	(43,447,046)
Lease rentals on operating lease		(505,881)	(698,761)
Debt Impairment	30	(19,128,011)	(7,693,463)
Materials		(19,604,899)	(27,754,465)
Bulk purchases	38	(194,619,535)	(167,659,838)
Contracted services		(112,338,080)	(95,295,194)
Transfers and Subsidies	37	(51,089,762)	(50,392,221)
General expenses	27	(94,120,325)	(130,702,368)
<b>Total expenditure</b>		<b>(942,808,996)</b>	<b>(924,126,111)</b>
<b>Operating surplus (deficit)</b>		<b>43,480,374</b>	<b>(68,000,326)</b>
(Loss) gain on disposal of assets and liabilities		(323,172)	1,953,041
Fair value adjustments	32	8,538,671	2,002,805
		<b>8,215,499</b>	<b>3,955,846</b>
<b>Surplus (deficit) for the year</b>		<b>51,695,873</b>	<b>(64,044,480)</b>

\* See Note 43

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Statement of Changes in Net Assets

Figures in Rand	Housing development fund	Accumulated surplus	Total net assets
Opening balance at 01 July 2014 as previously reported	2,564,844	2,818,525,269	2,821,090,113
Adjustments			
Correction of errors	-	461,430,356	461,430,356
<b>Balance at 01 July 2014 as restated*</b>	<b>2,564,844</b>	<b>3,279,955,625</b>	<b>3,282,520,469</b>
Changes in net assets			
(Deficit) / surplus for the year	-	(64,044,480)	(64,044,480)
Transfer to / (from) housing development fund	6,190	-	6,190
Transfer to / (from) self insurance fund	-	1,313,672	1,313,672
Total changes	6,190	(62,730,808)	(62,724,618)
Opening balance at 01 July 2015 as previously reported	2,571,034	2,769,993,765	2,772,564,799
Adjustments			
Correction of errors	-	447,231,042	447,231,042
<b>Balance at 01 July 2015 as restated*</b>	<b>2,571,034</b>	<b>3,217,224,807</b>	<b>3,219,795,841</b>
Changes in net assets			
(Deficit) / surplus for the year	-	51,695,873	51,695,873
Transfer to / (from) housing development fund	(394,138)	-	(394,138)
Transfer to / (from) self insurance fund	-	1,200,680	1,200,680
Total changes	(394,138)	52,896,553	52,502,415
<b>Balance at 30 June 2016</b>	<b>2,176,896</b>	<b>3,270,121,360</b>	<b>3,272,298,256</b>
Note(s)		15	

\* See Note 43

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Cash Flow Statement

Figures in Rand	Note(s)	2016	2015 Restated*
<b>Cash flows from operating activities</b>			
<b>Receipts</b>			
Taxation		162,961,823	152,186,188
Sale of goods and services		572,688,452	522,136,002
Grants		163,583,997	114,621,316
Interest income		14,943,807	10,422,699
Other receipts		70,301,607	54,038,506
Movement in housing development fund and self insurance fund		806,542	1,319,862
		<b>985,286,228</b>	<b>854,724,573</b>
<b>Payments</b>			
Employee costs		(269,560,929)	(257,894,559)
Suppliers		(194,619,535)	(167,659,838)
Finance costs		(46,193,374)	(43,433,321)
Other payments		(312,076,391)	(262,276,276)
		<b>(822,450,229)</b>	<b>(731,263,994)</b>
<b>Net cash flows from operating activities</b>	<b>39</b>	<b>162,835,999</b>	<b>123,460,579</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment	3	(93,003,287)	(109,747,977)
Proceeds from sale of property, plant and equipment	3	911,907	6,552,193
Purchase of investment property	2	(800,000)	-
Proceeds from sale of investment property	2	-	5,000,000
Purchase of intangible assets	4	(1,482,751)	(154,170)
Proceeds from sale of other intangible assets	4	1,885	-
Proceeds from sale of heritage assets	5	-	2,000,000
Movement in financial assets		(4,980,000)	(4,980,001)
Movement in long term receivables		14,640	14,581
<b>Net cash flows from investing activities</b>		<b>(99,337,606)</b>	<b>(101,315,374)</b>
<b>Cash flows from financing activities</b>			
Movement in other financial liabilities		6,390,312	19,619,088
Movement in finance leases		(94,572)	64,075
<b>Net cash flows from financing activities</b>		<b>6,295,740</b>	<b>19,683,163</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>69,794,133</b>	<b>41,828,368</b>
Cash and cash equivalents at the beginning of the year		104,986,783	63,158,415
<b>Cash and cash equivalents at the end of the year</b>	<b>14</b>	<b>174,780,916</b>	<b>104,986,783</b>

\* See Note 43

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
Figures in Rand						
<b>Statement of Financial Performance</b>						
<b>Revenue</b>						
<b>Revenue from exchange transactions</b>						
Service charges	566,784,403	2,000,000	<b>568,784,403</b>	573,195,347	<b>4,410,944</b>	54
Rental of facilities and equipment	11,858,631	(6,498,656)	<b>5,359,975</b>	9,949,824	<b>4,589,849</b>	54
Agency services	2,970,000	-	<b>2,970,000</b>	3,211,107	<b>241,107</b>	54
Licences and permits	2,189,500	-	<b>2,189,500</b>	2,423,131	<b>233,631</b>	54
Other income	13,643,330	6,680,770	<b>20,324,100</b>	28,288,351	<b>7,964,251</b>	54
Interest received	8,784,158	2,625,000	<b>11,409,158</b>	14,943,807	<b>3,534,649</b>	54
<b>Total revenue from exchange transactions</b>	<b>606,230,022</b>	<b>4,807,114</b>	<b>611,037,136</b>	<b>632,011,567</b>	<b>20,974,431</b>	
<b>Revenue from non-exchange transactions</b>						
<b>Taxation revenue</b>						
Property rates	162,730,300	-	<b>162,730,300</b>	164,554,174	<b>1,823,874</b>	54
Property rates - penalties imposed	891,000	-	<b>891,000</b>	565,115	<b>(325,885)</b>	54
<b>Transfer revenue</b>						
Government grants and subsidies	153,678,000	10,638,191	<b>164,316,191</b>	164,280,510	<b>(35,681)</b>	54
Public contributions and donations	1,000,000	-	<b>1,000,000</b>	984,745	<b>(15,255)</b>	54
Fines, Penalties and Forfeits	31,859,480	-	<b>31,859,480</b>	23,893,259	<b>(7,966,221)</b>	54
<b>Total revenue from non-exchange transactions</b>	<b>350,158,780</b>	<b>10,638,191</b>	<b>360,796,971</b>	<b>354,277,803</b>	<b>(6,519,168)</b>	
<b>Total revenue</b>	<b>956,388,802</b>	<b>15,445,305</b>	<b>971,834,107</b>	<b>986,289,370</b>	<b>14,455,263</b>	
<b>Expenditure</b>						
Employee costs	(291,593,222)	7,574,253	<b>(284,018,969)</b>	(273,115,394)	<b>10,903,575</b>	54
Remuneration of councillors	(8,674,498)	-	<b>(8,674,498)</b>	(8,566,074)	<b>108,424</b>	54
Depreciation and amortisation	(111,361,508)	-	<b>(111,361,508)</b>	(122,815,091)	<b>(11,453,583)</b>	54
Impairment loss/ Reversal of impairments	-	-	-	(698,452)	<b>(698,452)</b>	54
Finance costs	(46,894,846)	-	<b>(46,894,846)</b>	(46,207,492)	<b>687,354</b>	54
Lease rentals on operating lease	(828,500)	68,100	<b>(760,400)</b>	(505,881)	<b>254,519</b>	54
Bad debts written off	(22,792,000)	-	<b>(22,792,000)</b>	(19,128,011)	<b>3,663,989</b>	54
Materials	(57,800,593)	5,288,400	<b>(52,512,193)</b>	(19,604,899)	<b>32,907,294</b>	54
Bulk purchases	(193,573,082)	2,000,000	<b>(191,573,082)</b>	(194,619,535)	<b>(3,046,453)</b>	54
Contracted services	(125,321,575)	(39,451,573)	<b>(164,773,148)</b>	(112,338,080)	<b>52,435,068</b>	54
Transfers and Subsidies	(48,496,890)	(2,264,000)	<b>(50,760,890)</b>	(51,089,762)	<b>(328,872)</b>	54
General expenses	(57,192,571)	1,589,691	<b>(55,602,880)</b>	(94,120,325)	<b>(38,517,445)</b>	54
<b>Total expenditure</b>	<b>(964,529,285)</b>	<b>(25,195,129)</b>	<b>(989,724,414)</b>	<b>(942,808,996)</b>	<b>46,915,418</b>	
<b>Operating surplus</b>	<b>(8,140,483)</b>	<b>(9,749,824)</b>	<b>(17,890,307)</b>	<b>43,480,374</b>	<b>61,370,681</b>	
Loss on disposal of assets and liabilities	-	-	-	(323,172)	<b>(323,172)</b>	54
Fair value adjustments	3,000,000	-	<b>3,000,000</b>	8,538,671	<b>5,538,671</b>	54
	<b>3,000,000</b>	-	<b>3,000,000</b>	<b>8,215,499</b>	<b>5,215,499</b>	
<b>Surplus before taxation</b>	<b>(5,140,483)</b>	<b>(9,749,824)</b>	<b>(14,890,307)</b>	<b>51,695,873</b>	<b>66,586,180</b>	
<b>Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement</b>	<b>(5,140,483)</b>	<b>(9,749,824)</b>	<b>(14,890,307)</b>	<b>51,695,873</b>	<b>66,586,180</b>	



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
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Figures in Rand

### Statement of Financial Position

#### Assets

##### Current Assets

Inventories	14,483,289	-	14,483,289	28,742,328	14,259,039	54
Operating lease asset	-	-	-	730,747	730,747	54
Receivables from exchange transactions	44,112,423	(3,915,434)	40,196,989	19,481,475	(20,715,514)	54
Receivables from non-exchange transactions	-	-	-	24,521,668	24,521,668	54
VAT receivable	-	-	-	5,716,835	5,716,835	54
Consumer debtors	51,774,367	-	51,774,367	57,827,919	6,053,552	54
Long term receivables	12,733	-	12,733	13,569	836	54
Cash and cash equivalents	97,546,579	2,920,570	100,467,149	174,780,916	74,313,767	54
	<b>207,929,391</b>	<b>(994,864)</b>	<b>206,934,527</b>	<b>311,815,457</b>	<b>104,880,930</b>	

##### Non-Current Assets

Investment property	164,500,500	-	164,500,500	152,550,000	(11,950,500)	54
Property, plant and equipment	3,122,146,945	(2,092,785)	3,120,054,160	3,427,883,631	307,829,471	54
Intangible assets	5,368,442	-	5,368,442	6,771,675	1,403,233	54
Heritage assets	-	-	-	124,182,198	124,182,198	54
Other financial assets	28,454,570	-	28,454,570	29,740,013	1,285,443	54
Long term receivables	41,037	-	41,037	40,200	(837)	54
	<b>3,320,511,494</b>	<b>(2,092,785)</b>	<b>3,318,418,709</b>	<b>3,741,167,717</b>	<b>422,749,008</b>	

#### Total Assets

	<b>3,528,440,885</b>	<b>(3,087,649)</b>	<b>3,525,353,236</b>	<b>4,052,983,174</b>	<b>527,629,938</b>	
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#### Liabilities

##### Current Liabilities

Other financial liabilities	28,112,655	-	28,112,655	26,432,309	(1,680,346)	54
Finance lease obligation	-	-	-	59,968	59,968	54
Payables from exchange transactions	74,229,174	-	74,229,174	70,759,585	(3,469,589)	54
Consumer deposits	43,800,745	-	43,800,745	43,943,235	142,490	54
Employee benefit obligation	-	-	-	2,943,228	2,943,228	54
Unspent conditional grants and receipts	-	-	-	1,379,804	1,379,804	54
Provisions	28,316,537	(2,894,860)	25,421,677	23,500,708	(1,920,969)	54
	<b>174,459,111</b>	<b>(2,894,860)</b>	<b>171,564,251</b>	<b>169,018,837</b>	<b>(2,545,414)</b>	

##### Non-Current Liabilities

Other financial liabilities	415,999,051	-	415,999,051	412,401,585	(3,597,466)	54
Employee benefit obligation	-	-	-	110,245,237	110,245,237	54
Provisions	201,668,983	9,557,035	211,226,018	89,019,263	(122,206,755)	54
	<b>617,668,034</b>	<b>9,557,035</b>	<b>627,225,069</b>	<b>611,666,085</b>	<b>(15,558,984)</b>	

#### Total Liabilities

	<b>792,127,145</b>	<b>6,662,175</b>	<b>798,789,320</b>	<b>780,684,922</b>	<b>(18,104,398)</b>	
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#### Net Assets

	<b>2,736,313,740</b>	<b>(9,749,824)</b>	<b>2,726,563,916</b>	<b>3,272,298,252</b>	<b>545,734,336</b>	
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#### Reserves

Housing development fund	2,637,165	-	2,637,165	2,176,896	(460,269)	54
Accumulated surplus	2,733,676,575	(9,749,824)	2,723,926,751	3,270,121,356	546,194,605	54
	<b>2,736,313,740</b>	<b>(9,749,824)</b>	<b>2,726,563,916</b>	<b>3,272,298,252</b>	<b>545,734,336</b>	

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
Figures in Rand						
<b>Cash Flow Statement</b>						
<b>Cash flows from operating activities</b>						
<b>Receipts</b>						
Taxation	163,800,372	(496)	<b>163,799,876</b>	162,961,823	<b>(838,053)</b>	54
Sale of goods and services	569,888,628	2,000,441	<b>571,889,069</b>	572,688,452	<b>799,383</b>	54
Grants	154,678,000	10,638,191	<b>165,316,191</b>	163,583,997	<b>(1,732,194)</b>	54
Interest income	8,784,158	2,625,000	<b>11,409,158</b>	14,943,807	<b>3,534,649</b>	54
Other receipts	76,883,940	4,097,604	<b>80,981,544</b>	70,301,607	<b>(10,679,937)</b>	54
Movement in housing development fund and self insurance fund	-	-	-	806,542	<b>806,542</b>	54
	<b>974,035,098</b>	<b>19,360,740</b>	<b>993,395,838</b>	<b>985,286,228</b>	<b>(8,109,610)</b>	
<b>Payments</b>						
Employee costs	(293,689,680)	5,489,362	<b>(288,200,318)</b>	(269,560,929)	<b>18,639,389</b>	54
Suppliers	(193,573,082)	2,000,000	<b>(191,573,082)</b>	(194,619,535)	<b>(3,046,453)</b>	54
Finance costs	(46,894,846)	-	<b>(46,894,846)</b>	(46,193,374)	<b>701,472</b>	54
Other payments	(326,537,599)	(40,023,288)	<b>(366,560,887)</b>	(312,076,391)	<b>54,484,496</b>	54
	<b>(860,695,207)</b>	<b>(32,533,926)</b>	<b>(893,229,133)</b>	<b>(822,450,229)</b>	<b>70,778,904</b>	
<b>Net cash flows from operating activities</b>	<b>113,339,891</b>	<b>(13,173,186)</b>	<b>100,166,705</b>	<b>162,835,999</b>	<b>62,669,294</b>	
<b>Cash flows from investing activities</b>						
Purchase of property, plant and equipment	(103,914,091)	527,799	<b>(103,386,292)</b>	(93,003,287)	<b>10,383,005</b>	54
Proceeds from sale of property, plant and equipment	-	-	-	911,907	<b>911,907</b>	54
Purchase of investment property	-	-	-	(800,000)	<b>(800,000)</b>	54
Purchase of intangible assets	-	-	-	(1,482,751)	<b>(1,482,751)</b>	54
Proceeds from sale of other intangible assets	-	-	-	1,885	<b>1,885</b>	54
Movement in financial assets	(6,247,668)	-	<b>(6,247,668)</b>	(4,980,000)	<b>1,267,668</b>	54
Movement in long term receivables	17,790	-	<b>17,790</b>	14,640	<b>(3,150)</b>	54
<b>Net cash flows from investing activities</b>	<b>(110,143,969)</b>	<b>527,799</b>	<b>(109,616,170)</b>	<b>(99,337,606)</b>	<b>10,278,564</b>	
<b>Cash flows from financing activities</b>						
Movement in other financial liabilities	6,064,345	-	<b>6,064,345</b>	6,390,312	<b>325,967</b>	54
Movement in finance lease obligation	(1,134,514)	-	<b>(1,134,514)</b>	(94,572)	<b>1,039,942</b>	54
<b>Net cash flows from financing activities</b>	<b>4,929,831</b>	<b>-</b>	<b>4,929,831</b>	<b>6,295,740</b>	<b>1,365,909</b>	
Net increase/(decrease) in cash and cash equivalents	8,125,753	(12,645,387)	<b>(4,519,634)</b>	69,794,133	<b>74,313,767</b>	54
Cash and cash equivalents at the beginning of the year	89,420,826	15,565,957	<b>104,986,783</b>	104,986,783	-	54
<b>Cash and cash equivalents at the end of the year</b>	<b>97,546,579</b>	<b>2,920,570</b>	<b>100,467,149</b>	<b>174,780,916</b>	<b>74,313,767</b>	

# OVERSTRAND MUNICIPALITY

Financial Statements for the year ended 30 June 2016

## Appropriation Statement

Figures in Rand	2016						2015								
	Original Budget	Budget Adjustments (i.t.o. s28 and s31 of MFMA)	Final Adjustment Budget	Shifting of Funds S31 of MFMA	Virement Rvalue (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 i.t.o s32 of MFMA	Balance to be recovered	Restated outcome
<b>Financial Performance</b>															
Property rates	162,730,300	-	162,730,300	-	-	162,730,300	164,554,174	-	1,823,874	101%	101%	-	-	-	152,606,751
Service charges	566,784,403	2,000,000	568,784,403	-	-	568,784,403	573,195,347	-	4,410,944	101%	101%	-	-	-	521,423,217
Investment Revenue	8,784,158	2,625,000	11,409,158	-	-	11,409,158	14,943,807	-	3,534,649	131%	170%	-	-	-	10,422,699
Transfers recognised - Operational	90,324,396	13,230,976	103,555,372	-	-	103,555,372	103,629,098	-	73,726	100%	115%	-	-	-	60,472,766
Other own revenue	66,411,941	182,114	66,594,055	-	-	66,594,055	77,854,203	-	11,260,148	117%	117%	-	-	-	58,386,765
<b>Total Revenue (excl. capital transfers and contributions)</b>	<b>895,035,198</b>	<b>18,038,090</b>	<b>913,073,288</b>	<b>-</b>	<b>-</b>	<b>913,073,288</b>	<b>934,176,629</b>	<b>-</b>	<b>21,103,341</b>	<b>102%</b>	<b>104%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>803,312,198</b>
Employee costs	(291,593,222)	(1,233,844)	(292,827,066)	-	8,808,097	(284,018,969)	(273,115,394)	-	10,903,575	96%	94%	-	-	-	(269,820,051)
Remuneration of councillors	(8,674,498)	-	(8,674,498)	-	-	(8,674,498)	(8,586,074)	-	88,424	99%	99%	-	-	-	(8,103,624)
Debt impairment	(22,792,000)	-	(22,792,000)	-	-	(22,792,000)	(19,128,011)	-	3,663,989	84%	0%	-	-	-	(7,693,463)
Depreciation and asset impairment	(111,361,508)	-	(111,361,508)	-	-	(111,361,508)	(123,513,543)	-	(12,152,035)	111%	111%	-	-	-	(122,559,080)
Finance charges	(46,894,846)	-	(46,894,846)	-	-	(46,894,846)	(46,207,492)	-	687,354	99%	99%	-	-	-	(43,447,046)
Lease rentals on operating leases	-	-	-	-	-	-	(505,881)	-	(505,881)	100%	100%	-	-	-	(698,761)
Bulk purchases	(193,573,082)	2,000,000	(191,573,082)	-	-	(191,573,082)	(194,619,535)	-	(3,046,453)	102%	101%	-	-	-	(167,659,838)
Transfers and grants	(48,496,890)	(951,488)	(49,448,378)	-	(1,312,512)	(50,760,890)	(51,089,762)	-	(328,872)	101%	105%	-	-	-	(50,392,221)
Other expenditure	(241,143,239)	(25,009,797)	(266,153,036)	-	(7,495,585)	(273,648,621)	(226,386,475)	-	47,262,146	83%	94%	-	-	-	(253,752,020)
<b>Total Expenditure</b>	<b>(964,529,285)</b>	<b>(25,195,129)</b>	<b>(989,724,414)</b>	<b>-</b>	<b>-</b>	<b>(989,724,414)</b>	<b>(943,132,167)</b>	<b>-</b>	<b>46,592,247</b>	<b>95%</b>	<b>98%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(924,126,104)</b>
<b>Surplus (Deficit)</b>	<b>(69,494,087)</b>	<b>(7,157,039)</b>	<b>(76,651,126)</b>	<b>-</b>	<b>-</b>	<b>(76,651,126)</b>	<b>(8,955,538)</b>	<b>-</b>	<b>67,695,588</b>	<b>12%</b>	<b>13%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(120,813,906)</b>
Transfers recognised - capital	63,353,604	(2,592,785)	60,760,819	-	-	60,760,819	60,651,412	-	(109,407)	100%	96%	-	-	-	55,497,732
Contributions recognised - capital and contributed assets	1,000,000	-	1,000,000	-	-	1,000,000	-	-	(1,000,000)	100%	100%	-	-	-	1,271,701
<b>Surplus/(Deficit) after capital transfers and contributions</b>	<b>(5,140,483)</b>	<b>(9,749,824)</b>	<b>(14,890,307)</b>	<b>-</b>	<b>-</b>	<b>(14,890,307)</b>	<b>51,695,873</b>	<b>-</b>	<b>66,586,181</b>	<b>-347%</b>	<b>-1006%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(64,044,480)</b>
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	0%	0%	-	-	-	-
<b>Surplus (Deficit) for the year</b>	<b>(5,140,483)</b>	<b>(9,749,824)</b>	<b>(14,890,307)</b>	<b>-</b>	<b>-</b>	<b>(14,890,307)</b>	<b>51,695,873</b>	<b>-</b>	<b>66,586,181</b>	<b>-347%</b>	<b>-1006%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(64,044,480)</b>
<b>Capital expenditure and funds sources</b>															
<b>Total capital expenditure</b>	103,914,091	(527,799)	103,386,292	-	-	103,386,292	95,286,037	-	(8,100,255)	92%	92%	-	-	-	-
<b>Sources of capital funds</b>	64,353,604	(2,592,785)	61,760,819	-	-	61,760,819	60,651,412	-	(1,109,407)	98%	94%	-	-	-	-
Transfers recognised - capital	461,517	-	461,517	-	-	461,517	461,517	-	(461,517)	100%	100%	-	-	-	-
Public contributions and donations	32,345,596	1,073,601	33,419,197	-	-	33,419,197	27,189,155	-	(6,230,042)	81%	84%	-	-	-	-
Borrowing	-	-	-	-	-	-	896,000	-	896,000	100%	100%	-	-	-	-
Other	6,753,374	991,385	7,744,759	-	-	7,744,759	6,549,470	-	(1,195,289)	85%	97%	-	-	-	-
Internally generated funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total sources of capital funds</b>	<b>103,914,091</b>	<b>(527,799)</b>	<b>103,386,292</b>	<b>-</b>	<b>-</b>	<b>103,386,292</b>	<b>95,286,037</b>	<b>-</b>	<b>(8,100,255)</b>	<b>92%</b>	<b>92%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash flows</b>															
Net cash from (used) operating	110,860,603	(13,432,026)	97,428,577	-	-	97,428,577	162,835,999	-	65,407,422	167%	147%	-	-	-	-
Net cash from (used) investing	(110,143,969)	786,639	(109,357,330)	-	-	(109,357,330)	(99,337,606)	-	10,019,724	91%	90%	-	-	-	-
Net cash from (used) financing	7,409,119	-	7,409,119	-	-	7,409,119	6,295,740	-	(1,113,379)	85%	85%	-	-	-	-
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>8,125,753</b>	<b>(12,645,387)</b>	<b>(4,519,634)</b>	<b>-</b>	<b>-</b>	<b>(4,519,634)</b>	<b>69,794,133</b>	<b>-</b>	<b>74,313,767</b>	<b>-1544%</b>	<b>859%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Cash and Cash equivalents at the beginning of the year	89,420,826	15,565,957	104,986,783	-	-	104,986,783	104,986,783	-	-	100%	117%	-	-	-	-
<b>Cash/cash equivalents at the year end</b>	<b>97,546,579</b>	<b>2,920,570</b>	<b>100,467,149</b>	<b>-</b>	<b>-</b>	<b>100,467,149</b>	<b>174,780,916</b>	<b>-</b>	<b>74,313,767</b>	<b>174%</b>	<b>179%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Accounting Policies

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### 1. Presentation of Financial Statements

The financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) including any interpretations, guidelines and directives issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act, (Act no. 56 of 2003).

These financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise.

The financial statements have been prepared on a going-concern basis.

A summary of the significant accounting policies, which have been consistently applied in the preparation of these financial statements, are disclosed below.

These accounting policies are consistent with the previous period.

#### 1.1 Presentation currency

These financial statements are presented in South African Rand, which is the functional currency of the municipality.

#### 1.2 Significant judgements and sources of estimation uncertainty

In preparing the financial statements, management is required to make estimates and assumptions that affect the amounts represented in the financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. Actual results in the future could differ from these estimates which may be material to the financial statements. Significant judgements include:

##### Impairment testing

The municipality reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. In addition, goodwill is tested on an annual basis for impairment. Assets are grouped at the lowest level for which identifiable cash flows are largely independent of cash flows of other assets and liabilities. If there are indications that impairment may have occurred, estimates are prepared of expected future cash flows for each group of assets. Expected future cash flows used to determine the value in use of goodwill and tangible assets are inherently uncertain and could materially change over time. They are significantly affected by a number of factors.

##### Provisions

Provisions were raised and management determined an estimate based on the information available. Additional disclosure of these estimates of provisions are included in note 19 - Provisions.

##### Useful lives of infrastructure and other assets

The municipality's management determines the estimated useful lives and related depreciation charges for the waste water and water networks. This estimate is based on industry norm. Management will increase the depreciation charge where useful lives are less than previously estimated useful lives.

##### Post retirement benefits

The present value of the post retirement obligation depends on a number of factors that are determined on an actuarial basis using a number of assumptions. The assumptions used in determining the net cost (income) include the discount rate. Any changes in these assumptions will impact on the carrying amount of post retirement obligations.

##### Receivables from non-exchange transactions

Management made key assumptions and estimations to determine the initial recognition and measurement of revenue on fines using estimated reductions based on historical information.

## Accounting Policies

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### 1.3 Investment property

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, rather than for:

- use in the production or supply of goods or services or for
- administrative purposes, or
- sale in the ordinary course of operations.

Owner-occupied property is property held for use in the production or supply of goods or services or for administrative purposes.

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

Where investment property is acquired through a non-exchange transaction, its cost is its fair value as at the date of acquisition.

#### Fair value

Subsequent to initial measurement investment property is measured at fair value.

The fair value of investment property reflects market conditions at the reporting date.

A gain or loss arising from a change in fair value is included in net surplus or deficit for the period in which it arises.

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable.

Property interests held under operating leases are classified and accounted for as investment property.

When classification is difficult, the criteria used to distinguish investment property from owner-occupied property and from property held for sale in the ordinary course of operations, are as follows:

- All properties held to earn market-related rentals or for capital appreciation or both and that are not for administrative purposes and that will not be sold in the ordinary course of operations are classified as Investment Properties.
- Land held for currently undetermined future use.
- Leases properties that are held to provide a social (community) service or that are necessary for employees to perform their job functions, but which also generates rental revenue are not seen as Investment Properties. The rental revenue generated is incidental to the purposes for which the property is held.

### 1.4 Property, plant and equipment

Property, plant and equipment is initially measured at cost.

The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Trade discounts and rebates are deducted in arriving at the cost.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or assets, or a combination of assets and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

Property, plant and equipment are depreciated on the straight line basis over their expected useful lives to their estimated residual value.



## Accounting Policies

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### 1.4 Property, plant and equipment (continued)

The useful lives of items of property, plant and equipment have been assessed as follows:

Item	Average useful life in years
Buildings	5 - 30
Furniture and fixtures	3 - 15
Motor vehicles	4 - 10
Office equipment	3 - 15
Infrastructure	
• Roads and paving	3 - 60
• Pedestrian malls	25 - 80
• Electricity	3 - 60
• Water	5 - 100
• Sewerage	10 - 60
• Housing	30
Bins and containers	10 - 15

The residual value, the useful life and depreciation method of each asset are reviewed at least at the end of each reporting date. If the expectations differ from previous estimates, the change is accounted for as a change in accounting estimate.

Reviewing the useful life of an asset on an annual basis does not require the entity to amend the previous estimate unless expectations differ from the previous estimate.

Items of property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use or disposal of the asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in surplus or deficit when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

Land is not depreciated as it is deemed to have an indefinite useful life.

Incomplete construction work is stated at historical cost. Depreciation only commences when the asset is available for use.

### 1.5 Intangible assets

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from an entity and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the municipality or from other rights and obligations.

Intangible assets are initially recognised at cost.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows or service potential. Amortisation is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

## Accounting Policies

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### 1.5 Intangible assets (continued)

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Item	Average useful life in years
Computer software, other	2 - 5

### 1.6 Heritage assets

Class of heritage assets means a grouping of heritage assets of a similar nature or function in a municipality's operations that is shown as a single item for the purpose of disclosure in the financial statements.

Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised in accordance with the specific requirements of other Standards of GRAP.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Heritage assets are assets that have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

An inalienable item is an asset that a municipality is required by law or otherwise to retain indefinitely and cannot be disposed of without consent.

The Municipality classifies assets as heritage assets where the significance as a heritage asset can be determined. In regards to land and buildings all graded sites are classified a Heritage Assets. Furthermore land with a natural significance is not componentised but seen as a single Heritage asset due to all parts contributing together to make up its significance.

#### Recognition

The municipality recognises a heritage asset as an asset if it is probable that future economic benefits or service potential associated with the asset will flow to the municipality, and the cost or fair value of the asset can be measured reliably.

#### Initial measurement

Heritage assets are measured at cost.

Where a heritage asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

#### Subsequent measurement

After recognition as an asset, a class of heritage assets is carried at its cost less any accumulated impairment losses.

#### Impairment

The municipality assess at each reporting date whether there is an indication that it may be impaired. If any such indication exists, the municipality estimates the recoverable amount or the recoverable service amount of the heritage asset.

#### Transfers

Transfers from heritage assets are only made when the particular asset no longer meets the definition of a heritage asset.

Transfers to heritage assets are only made when the asset meets the definition of a heritage asset.

## Accounting Policies

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### 1.6 Heritage assets (continued)

#### Derecognition

The municipality derecognises heritage assets on disposal, or when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of a heritage asset is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the heritage asset. Such difference is recognised in surplus or deficit when the heritage asset is derecognised.

### 1.7 Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or a residual interest of another entity.

The amortised cost of a financial asset or financial liability is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction (directly or through the use of an allowance account) for impairment or uncollectibility.

Derecognition is the removal of a previously recognised financial asset or financial liability from a entity's statement of financial position.

#### Classification

The entity has the following types of financial assets (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

#### Class

- Operating lease assets
- Receivables from exchange transactions
- Receivables from non-exchange transactions
- VAT receivable
- Consumer debtors
- Long term receivables
- Cash and cash equivalents
- Other financial assets

#### Category

- Financial asset measured at amortised cost
- Financial asset measured at amortised cost
- Financial asset measured at amortised cost
- Financial asset measured at amortised cost
- Financial asset measured at amortised cost
- Financial asset measured at amortised cost
- Financial asset measured at amortised cost
- Financial asset measured at fair value

The entity has the following types of financial liabilities (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

#### Class

- Other financial liabilities
- Finance lease obligations
- Payables from exchange transactions
- Consumer deposits

#### Category

- Financial liability measured at amortised cost
- Financial liability measured at amortised cost
- Financial liability measured at amortised cost
- Financial liability measured at amortised cost

#### Initial recognition

The municipality recognises a financial asset or a financial liability in its statement of financial position when the municipality becomes a party to the contractual provisions of the instrument.

The municipality recognises financial assets using trade date accounting.

#### Initial measurement of financial assets and financial liabilities

The municipality measures a financial asset and financial liability initially at its fair value plus transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability.

## Accounting Policies

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### 1.7 Financial instruments (continued)

#### Subsequent measurement of financial assets and financial liabilities

The municipality measures all financial assets and financial liabilities after initial recognition using the following categories:

- Financial instruments at fair value.
- Financial instruments at amortised cost.
- Financial instruments at cost.

All financial assets measured at amortised cost, or cost, are subject to an impairment review.

#### Gains and losses

A gain or loss arising from a change in the fair value of a financial asset or financial liability measured at fair value is recognised in surplus or deficit.

For financial assets and financial liabilities measured at amortised cost or cost, a gain or loss is recognised in surplus or deficit when the financial asset or financial liability is derecognised or impaired, or through the amortisation process.

#### Impairment and uncollectibility of financial assets

The municipality assesses at the end of each reporting period whether there is any objective evidence that a financial asset or group of financial assets are impaired.

Financial assets measured at amortised cost:

If there is objective evidence that an impairment loss on financial assets measured at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced directly or through the use of an allowance account. The amount of the loss is recognised in surplus or deficit.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed directly or by adjusting an allowance account. The reversal does not result in a carrying amount of the financial asset that exceeds what the amortised cost would have been had the impairment not been recognised at the date the impairment is reversed. The amount of the reversal is recognised in surplus or deficit.

The calculation in respect of the impairment of fines receivable (receivables from non-exchange transactions) is based on an assessment of the past payment history of fines per category.

#### Derecognition

##### Financial assets

The municipality derecognises a financial asset only when:

- the contractual rights to the cash flows from the financial asset expire, are settled or waived;
- the municipality transfers to another party substantially all of the risks and rewards of ownership of the financial asset; or
- the municipality, despite having retained some significant risks and rewards of ownership of the financial asset, has transferred control of the asset to another party and the other party has the practical ability to sell the asset in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the municipality :
  - derecognise the asset; and
  - recognise separately any rights and obligations created or retained in the transfer.

On derecognition of a financial asset in its entirety, the difference between the carrying amount and the sum of the consideration received is recognised in surplus or deficit.

## Accounting Policies

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### 1.7 Financial instruments (continued)

If a transfer does not result in derecognition because the municipality has retained substantially all the risks and rewards of ownership of the transferred asset, the municipality continues to recognise the transferred asset in its entirety and recognises a financial liability for the consideration received. In subsequent periods, the municipality recognises any revenue on the transferred asset and any expense incurred on the financial liability. Neither the asset, and the associated liability nor the revenue, and the associated expenses are offset.

#### Financial liabilities

The municipality removes a financial liability (or a part of a financial liability) from its statement of financial position when it is extinguished — i.e. when the obligation specified in the contract is discharged, cancelled, expires or waived.

The difference between the carrying amount of a financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in surplus or deficit. Any liabilities that are waived, forgiven or assumed by another entity by way of a non-exchange transaction are accounted for in accordance with the Standard of GRAP on Revenue from Non-exchange Transactions (Taxes and Transfers).

### 1.8 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

When a lease includes both land and buildings elements, the entity assesses the classification of each element separately.

#### Finance leases - lessor

The municipality recognises finance lease receivables as assets on the statement of financial position. Such assets are presented as a receivable at an amount equal to the net investment in the lease.

Finance revenue is recognised based on a pattern reflecting a constant periodic rate of return on the municipality's net investment in the finance lease.

#### Finance leases - lessee

Finance leases are recognised as assets and liabilities in the statement of financial position at amounts equal to the fair value of the leased property or, if lower, the present value of the minimum lease payments. The corresponding liability to the lessor is included in the statement of financial position as a finance lease obligation.

The discount rate used in calculating the present value of the minimum lease payments is the interest rate implicit in the lease.

Minimum lease payments are apportioned between the finance charge and reduction of the outstanding liability. The finance charge is allocated to each period during the lease term so as to produce a constant periodic rate on the remaining balance of the liability.

Any contingent rents are expensed in the period in which they are incurred.

#### Operating leases - lessor

Operating lease revenue is recognised as revenue on a straight-line basis over the lease term.

#### Operating leases - lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

### 1.9 Inventories

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition.

## Accounting Policies

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### 1.9 Inventories (continued)

Subsequently inventories are measured at the lower of cost and net realisable value or the lower of cost and current replacement cost.

Inventories are measured at the lower of cost and current replacement cost where they are held for;

- distribution at no charge or for a nominal charge; or
- consumption in the production process of goods to be distributed at no charge or for a nominal charge.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition.

The cost of inventories is assigned using the weighted average cost formula. The same cost formula is used for all inventories having a similar nature and use to the municipality.

When inventories are sold, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

Water is valued at purified cost insofar as it is stored and controlled in reservoirs at year-end.

Low cost housing properties are subsequently valued at the lower of cost and current replacement cost. Direct costs are accumulated for each separately identifiable development. Costs also include a proportion of overhead costs.

### 1.10 Impairment of cash-generating assets

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

Recoverable amount of an asset or a cash-generating unit is the higher its fair value less costs to sell and its value in use.

#### Identification

When the carrying amount of a cash-generating asset exceeds its recoverable amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable amount of the asset.

#### Value in use

Value in use of a cash-generating asset is the present value of the estimated future cash flows expected to be derived from the continuing use of an asset and from its disposal at the end of its useful life.

When estimating the value in use of an asset, the municipality estimates the future cash inflows and outflows to be derived from continuing use of the asset and from its ultimate disposal and the municipality applies the appropriate discount rate to those future cash flows.

### 1.11 Impairment of non-cash-generating assets

Non-cash-generating assets are assets other than cash-generating assets.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

## Accounting Policies

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### 1.11 Impairment of non-cash-generating assets (continued)

Recoverable service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use.

#### Identification

When the carrying amount of a non-cash-generating asset exceeds its recoverable service amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a non-cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable service amount of the asset.

#### Value in use

Value in use of non-cash-generating assets is the present value of the non-cash-generating assets remaining service potential.

### 1.12 Employee benefits

Employee benefits are all forms of consideration given by a municipality in exchange for service rendered by employees.

Other long-term employee benefits are employee benefits (other than post-employment benefits and termination benefits) that are not due to be settled within twelve months after the end of the period in which the employees render the related service.

Composite social security programmes are established by legislation and operate as multi-employer plans to provide post-employment benefits as well as to provide benefits that are not consideration in exchange for service rendered by employees.

A constructive obligation is an obligation that derives from a municipality's actions where by an established pattern of past practice, published policies or a sufficiently specific current statement, the municipality has indicated to other parties that it will accept certain responsibilities and as a result, the municipality has created a valid expectation on the part of those other parties that it will discharge those responsibilities.

#### Short-term employee benefits

Short-term employee benefits are employee benefits (other than termination benefits) that are due to be settled within twelve months after the end of the period in which the employees render the related service.

Short-term employee benefits include items such as:

- wages, salaries and social security contributions;
- short-term compensated absences (such as paid annual leave and paid sick leave) where the compensation for the absences is due to be settled within twelve months after the end of the reporting period in which the employees render the related employee service;
- bonus, incentive and performance related payments payable within twelve months after the end of the reporting period in which the employees render the related service; and
- non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cellphones) for current employees.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs. The municipality measure the expected cost of accumulating compensated absences as the additional amount that the entity expects to pay as a result of the unused entitlement that has accumulated at the reporting date.

The municipality recognise the expected cost of bonus, incentive and performance related payments when the municipality has a present legal or constructive obligation to make such payments as a result of past events and a reliable estimate of the obligation can be made. A present obligation exists when the entity has no realistic alternative but to make the payments.

#### Post-employment benefits

Post-employment benefits are employee benefits (other than termination benefits) which are payable after the completion of employment.

Post-employment benefit plans are formal or informal arrangements under which a municipality provides post-employment benefits for one or more employees.

## Accounting Policies

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### 1.12 Employee benefits (continued)

Multi-employer plans are defined contribution plans under which the municipality pays fixed contributions into a separate entity. The municipality has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to service in the current or prior periods.

The municipality's contributions to the defined contribution funds are established in terms of the rules governing those plans. Contributions are recognised in the Statement of Financial Performance in the period in which the service is rendered by the relevant employees. The municipality has no further payment obligations once the contributions have been paid.

The municipality contributes to various National- and Provincial-administered Defined Benefit Plans on behalf of its qualifying employees. These funds are multi-employer funds. The contributions to the fund obligations for the payment of retirement benefits are charged against revenue in the year they become payable. These defined benefit funds are actuarially valued at least bi-annually on the Projected Unit Credit Method basis. Deficits are recovered through lump sum payments or increased future contributions on a proportional basis from all participating municipalities.

### Other post retirement obligations

The municipality provides post-retirement health care benefits, housing subsidies and gratuities upon retirement to some retirees.

The entitlement to post-retirement health care benefits is based on the employee remaining in service up to retirement age and the completion of a minimum service period. The expected costs of these benefits are accrued over the period of employment. Independent qualified actuaries carry out valuations of these obligations. The municipality also provides a gratuity and housing subsidy on retirement to certain employees. An annual charge to income is made to cover both these liabilities.

The amount recognised as a liability for other long-term employee benefits is the net total of the following amounts:

- the present value of the defined benefit obligation at the reporting date;
- minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly.

The municipality shall recognise the net total of the following amounts as expense or revenue, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

- current service cost;
- interest cost;
- the expected return on any plan assets and on any reimbursement right recognised as an asset;
- actuarial gains and losses, which shall all be recognised immediately;
- past service cost, which shall all be recognised immediately; and
- the effect of any curtailments or settlements.

These post-retirement health care benefits are actuarially valued at least bi-annually on the Projected Unit Credit Method basis.

### 1.13 Provisions and contingencies

Provisions are recognised when:

- the municipality has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

When the effect of discounting is material, provisions are determined by discounting the expected future cash flows that reflect current market assessments of the time value of money. The impact of the periodic unwinding of the discount is recognised in the Statement of Financial Performance as a finance cost as it occurs.

## Accounting Policies

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### 1.13 Provisions and contingencies (continued)

A provision is used only for expenditures for which the provision was originally recognised.

Provisions are not recognised for future operating deficits.

If the municipality has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in note 41.

### 1.14 Revenue from exchange transactions

Revenue is the gross inflow of economic benefits or service potential during the reporting period when those inflows result in an increase in net assets, other than increases relating to contributions from owners.

An exchange transaction is one in which the municipality receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

#### Measurement

Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.

#### Sale of goods

Revenue from the sale of goods is recognised when all the following conditions have been satisfied:

- the municipality has transferred to the purchaser the significant risks and rewards of ownership of the goods;
- the municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

#### Rendering of services

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction is recognised by reference to the stage of completion of the transaction at the reporting date. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality;
- the stage of completion of the transaction at the reporting date can be measured reliably; and
- the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

Service charges relating to electricity and water are based on consumption. Meters are read on a monthly basis and are recognised as revenue when invoiced. Provisional estimates of consumption, based on the consumption history, are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced, except at year-end when estimates of consumption up to year-end are recorded as revenue without being invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period. In respect of estimates of consumption between the last reading date and the reporting date, an accrual is made based on the average monthly consumption from the first reading after the reporting date.

Revenue from the sale of pre-paid electricity units is recognised when the risks and rewards of ownership has passed to the buyer.

## Accounting Policies

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### 1.14 Revenue from exchange transactions (continued)

Revenue received from pre-paid electricity sales are deferred and recognised as revenue on the consumption basis, commencing on the date of purchase. The consumption of pre-paid electricity is measured by using a trend analysis and other historical data about electricity usage, including how often an electricity card is purchased or additional units of electricity loaded onto a pre-paid card.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has a water connection. Tariffs are determined per category of property usage and are levied monthly based on the number of refuse containers on each property, regardless of whether or not all containers are emptied during the month.

Service charges from sewerage and sanitation are charged on both vacant and developed property using the tariffs approved from Council and are levied monthly.

### Interest and other revenue

Revenue arising from the use by others of entity assets yielding interest, royalties and dividends or similar distributions is recognised when:

- It is probable that the economic benefits or service potential associated with the transaction will flow to the municipality, and

Interest is recognised, in surplus or deficit, using the effective interest rate method.

Service fees included in the price of the product are recognised as revenue over the period during which the service is performed.

Revenue arising from the application of the approved tariff of charges is recognised when the service is rendered by applying the relevant approved tariff. This includes the issuing of licences and permits.

Income for agency services is recognised on a monthly basis once the income collected on behalf of agents has been quantified. The income recognised is in terms of the agency agreement.

Finance income from the sale of housing by way of instalment sales agreements or finance leases is recognised on a time proportion basis.

### 1.15 Revenue from non-exchange transactions

Fines are economic benefits or service potential received or receivable by entities, as determined by a court or other law enforcement body, as a consequence of the breach of laws or regulations.

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, an municipality either receives value from another municipality without directly giving approximately equal value in exchange, or gives value to another municipality without directly receiving approximately equal value in exchange.

Restrictions on transferred assets are stipulations that limit or direct the purposes for which a transferred asset may be used, but do not specify that future economic benefits or service potential is required to be returned to the transferor if not deployed as specified.

Taxes are economic benefits or service potential compulsorily paid or payable to entities, in accordance with laws and or regulations, established to provide revenue to government. Taxes do not include fines or other penalties imposed for breaches of the law.

Transfers are inflows of future economic benefits or service potential from non-exchange transactions, other than taxes.

### Recognition

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the municipality satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

## Accounting Policies

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### 1.15 Revenue from non-exchange transactions (continued)

#### Measurement

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the municipality.

When, as a result of a non-exchange transaction, the municipality recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability. Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because the taxable event occurs or a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

#### Taxes

The municipality recognises an asset in respect of taxes when the taxable event occurs and the asset recognition criteria are met.

Resources arising from taxes satisfy the definition of an asset when the municipality controls the resources as a result of a past event (the taxable event) and expects to receive future economic benefits or service potential from those resources. Resources arising from taxes satisfy the criteria for recognition as an asset when it is probable that the inflow of resources will occur and their fair value can be reliably measured. The degree of probability attached to the inflow of resources is determined on the basis of evidence available at the time of initial recognition, which includes, but is not limited to, disclosure of the taxable event by the taxpayer.

The municipality analyses the taxation laws to determine what the taxable events are for the various taxes levied.

The taxable event for value added tax is the undertaking of taxable activity during the taxation period by the taxpayer.

The taxable event for property tax is the passing of the date on which the tax is levied, or the period for which the tax is levied, if the tax is levied on a periodic basis.

Taxation revenue is determined at a gross amount. It is not reduced for expenses paid through the tax system.

#### Transfers

Apart from Services in kind, which are not recognised, the municipality recognises an asset in respect of transfers when the transferred resources meet the definition of an asset and satisfy the criteria for recognition as an asset.

Transferred assets are measured at their fair value as at the date of acquisition.

#### Fines

Fines constitute both spot fines and camera fines. Fines are recognised as revenue when the receivable meets the definition of an asset and satisfies the criteria for recognition as an asset. It is measured at the best estimate, based on past experience, of the amount of revenue the municipality is entitled to collect.

Subsequent to initial recognition and measurement, the municipality assesses the collectability of the revenue and recognises a separate impairment loss, where appropriate.

#### Bequests

Bequests that satisfy the definition of an asset are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality, and the fair value of the assets can be measured reliably.

#### Gifts and donations, including goods in-kind

Gifts and donations, including goods in kind, are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

## Accounting Policies

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### 1.15 Revenue from non-exchange transactions (continued)

#### Services in-kind

Services in-kind are not recognised.

### 1.16 Borrowing costs

Borrowing costs are interest and other expenses incurred by an entity in connection with the borrowing of funds.

Borrowing costs are recognised as an expense in the period in which they are incurred.

### 1.17 Comparative figures

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year.

### 1.18 Unauthorised expenditure

Unauthorised expenditure means:

in relation to a municipality, means any expenditure incurred by a municipality otherwise than in accordance with section 15 or 11(3), and includes—

- overspending of the total amount appropriated in the municipality's approved budget
- overspending of the total amount appropriated for a vote in the approved budget;
- expenditure from a vote unrelated to the department or functional area covered by the vote;
- expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose;
- spending of an allocation referred to in paragraph (b), (c) or (d) of the definition of "allocation" otherwise than in accordance with any conditions of the allocation; or
- a grant by the municipality otherwise than in accordance with this Act;

All expenditure relating to unauthorised expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

### 1.19 Fruitless and wasteful expenditure

Fruitless expenditure means expenditure which was made in vain and would have been avoided had reasonable care been exercised.

All expenditure relating to fruitless and wasteful expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

### 1.20 Irregular expenditure

According to section 1 of the MFMA: "irregular expenditure", in relation to a municipality or municipal entity, means -

- (a) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of this Act and which has not been condoned in terms of section 170; or
  - (b) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the Municipal Systems Act and which has not been condoned in terms of that Act; or
  - (c) expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998); or
  - (d) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality's by-laws giving effect to such policy and which has not been condoned in terms of such policy or by-law,
- but excludes expenditure by a municipality which falls within the definition of unauthorised expenditure.

Irregular expenditure that was incurred and identified during the current financial and which was condoned before year end and/or before finalisation of the financial statements must also be recorded appropriately in the irregular expenditure register. In such an instance, no further action is also required with the exception of updating the note to the financial statements.

Irregular expenditure that was incurred and identified during the current financial year and for which condonement is being awaited at year end must be recorded in the irregular expenditure register. No further action is required with the exception of updating the note to the financial statements.



## Accounting Policies

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### 1.20 Irregular expenditure (continued)

Where irregular expenditure was incurred in the previous financial year and is only condoned in the following financial year, the register and the disclosure note to the financial statements must be updated with the amount condoned.

Irregular expenditure that was incurred and identified during the current financial year and which was not condoned by the National Treasury or the relevant authority must be recorded appropriately in the irregular expenditure register. If liability for the irregular expenditure can be attributed to a person, a debtor's account must be created if such a person is liable in law. Immediate steps must thereafter be taken to recover the amount from the person concerned. If recovery is not possible, the council may write off the amount and disclose such in the relevant note to the financial statements. The irregular expenditure register must also be updated accordingly.

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the municipality's supply chain management policy. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

### 1.21 Housing development fund

The Housing Development Fund was established in terms of the Housing Act, (Act No. 107 of 1997). Loans from national and provincial government used to finance housing selling schemes undertaken by the municipality were extinguished on 1 April 1998 and transferred to a Housing Development Fund. Housing selling schemes, both complete and in progress as at 1 April 1998, were also transferred to the Housing Development Fund. In terms of the Housing Act, all proceeds from housing developments, which include rental income and sales of houses, must be paid into the Housing Development Fund. Monies standing to the credit of the Housing Development Fund can be used only to finance housing developments within the municipal area subject to the approval of the Provincial MEC responsible for housing.

Any contributions to or from the fund are shown as transfers in the Statement of Changes in Net Assets.

### 1.22 Internal reserves

#### Self insurance reserve

The municipality has a Self-Insurance Reserve to set aside amounts to offset potential losses or claims that cannot be insured externally. The balance of the self-insurance fund is invested in short-term cash investments.

Claims are settled by transferring a corresponding amount from the self-insurance reserve to the accumulated surplus.

### 1.23 Budget information

Municipality are typically subject to budgetary limits in the form of appropriations or budget authorisations (or equivalent), which is given effect through authorising legislation, appropriation or similar.

General purpose financial reporting by municipality shall provide information on whether resources were obtained and used in accordance with the legally adopted budget.

The approved budget is prepared on a accrual basis and presented by functional classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2015/07/01 to 2016/06/30.

The financial statements and the budget are on the same basis of accounting therefore a comparison with the budgeted amounts for the reporting period have been included in the Statement of comparison of budget and actual amounts.

The Statement of comparative and actual information has been included in the financial statements as the recommended disclosure when the financial statements and the budget are on the same basis of accounting as determined by National Treasury.

Comparative information is not required.

## Accounting Policies

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### 1.24 Related parties

Management are those persons responsible for planning, directing and controlling the activities of the municipality, including those charged with the governance of the municipality in accordance with legislation, in instances where they are required to perform such functions.

Only transactions with related parties not at arm's length or not in the ordinary course of business are disclosed.

### 1.25 Changes in accounting policies, estimates and errors

Changes in accounting policies that are effected by management are applied retrospectively in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with GRAP 3 requirements. Details of changes in estimates are disclosed in the notes to the annual financial statements where applicable.

Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

### 1.26 Events after reporting date

Events after reporting date that are classified as adjusting events are accounted for in the annual financial statements. The events after reporting date that are classified as non-adjusting events are disclosed in the notes to the annual financial statements.

### 1.27 Offsetting

Assets, liabilities, revenue and expenses have not been offset except when offsetting is required or permitted by a Standard of GRAP.

### 1.28 Standards issued but not yet effective

The following GRAP standards have been issued but are not yet effective and have not been early adopted by the municipality:

GRAP 18	Segment reporting - issued March 2015
GRAP 32	Service concession arrangements: Grantor - issued August 2013
GRAP 108	Statutory receivables - issued September 2013
GRAP 109	Accounting by Principals and Agents - issued July 2015

Application of all the above GRAP standards will be effective from the date to be announced by the Minister of Finance. This date is not currently available.

The ASB Directive 5 paragraph 29 allows for the municipality to apply the principles established in a standard of GRAP that has been issued, but is not yet effective, in developing an appropriate accounting policy dealing with a particular transaction or event before applying paragraph 12 of GRAP 3 on Accounting policies, Changes in accounting estimates and Errors.

The municipality applied the principles established in a standard of GRAP that has been issued, but is not yet effective, in developing an appropriate accounting policy dealing with the following transactions, but have not early adopted these standards:

GRAP 20	Related parties - issued June 2011
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Management has considered all the above standards issued but not yet effective and anticipates that the adoption of these standards will not have a significant impact on the financial position, financial performance or cash flows of the municipality.

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

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### 2. Investment property

	2016			2015		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Investment property	152,550,000	-	152,550,000	144,822,500	-	144,822,500

#### Reconciliation of investment property - 2016

	Opening balance	Additions	Fair value adjustments	Total
Investment property	144,822,500	800,000	6,927,500	152,550,000

#### Reconciliation of investment property - 2015

	Opening balance	Disposals	Fair value adjustments	Total
Investment property	148,323,500	(4,300,000)	799,000	144,822,500

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

Revenue earned on Investment properties during the period under review was R105,534 (2014/15 : R403,524).

Investment properties are adjusted to their fair value on an annual basis. The valuations are performed by Boland Valuers, independent valuers who are not connected to the municipality.

### 3. Property, plant and equipment

	2016			2015		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Land	347,328,758	(425,208)	346,903,550	347,657,620	(425,208)	347,232,412
Buildings	440,551,070	(155,169,687)	285,381,383	433,467,627	(144,571,236)	288,896,391
Infrastructure	4,460,885,021	(1,727,479,295)	2,733,405,726	4,376,653,586	(1,620,275,627)	2,756,377,959
Other	93,818,665	(31,704,130)	62,114,535	93,884,878	(27,168,788)	66,716,090
Leased equipment	304,214	(225,777)	78,437	304,214	(112,980)	191,234
<b>Total</b>	<b>5,342,887,728</b>	<b>(1,915,004,097)</b>	<b>3,427,883,631</b>	<b>5,251,967,925</b>	<b>(1,792,553,839)</b>	<b>3,459,414,086</b>

# Overstrand Municipality

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### 3. Property, plant and equipment (continued)

#### Reconciliation of property, plant and equipment - 2016

	Opening balance	Additions	Disposals	Under construction	Depreciation	Impairment loss	Total
Land	347,232,412	159,835	(488,697)	-	-	-	346,903,550
Buildings	288,896,391	518,997	-	6,564,447	(10,598,452)	-	285,381,383
Infrastructure	2,756,377,959	28,013,439	-	56,217,996	(107,203,668)	-	2,733,405,726
Other	66,716,090	1,528,573	(746,382)	-	(4,685,294)	(698,452)	62,114,535
Leased equipment	191,234	-	-	-	(112,797)	-	78,437
	<b>3,459,414,086</b>	<b>30,220,844</b>	<b>(1,235,079)</b>	<b>62,782,443</b>	<b>(122,600,211)</b>	<b>(698,452)</b>	<b>3,427,883,631</b>

#### Reconciliation of property, plant and equipment - 2015

	Opening balance	Additions	Disposals	Transfers	Under construction	Depreciation	Impairment loss	Total
Land	351,215,825	645,510	(3,034,727)	(1,594,196)	-	-	-	347,232,412
Buildings	291,355,754	2,349,376	(463,333)	-	6,076,937	(10,422,343)	-	288,896,391
Infrastructure	2,770,939,504	18,159,848	(1,509,164)	-	75,736,529	(103,871,544)	(3,077,214)	2,756,377,959
Other	65,111,991	6,614,852	(291,928)	-	-	(4,718,825)	-	66,716,090
Leased equipment	91,004	164,925	-	-	-	(64,695)	-	191,234
	<b>3,478,714,078</b>	<b>27,934,511</b>	<b>(5,299,152)</b>	<b>(1,594,196)</b>	<b>81,813,466</b>	<b>(119,077,407)</b>	<b>(3,077,214)</b>	<b>3,459,414,086</b>

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

# Overstrand Municipality

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### 4. Intangible assets

	2016			2015		
	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value
Computer software, other	6,032,670	(1,620,995)	4,411,675	4,559,619	(1,413,928)	3,145,691
Water rights	2,360,000	-	2,360,000	2,360,000	-	2,360,000
<b>Total</b>	<b>8,392,670</b>	<b>(1,620,995)</b>	<b>6,771,675</b>	<b>6,919,619</b>	<b>(1,413,928)</b>	<b>5,505,691</b>

#### Reconciliation of intangible assets - 2016

	Opening balance	Additions	Disposals	Under construction	Amortisation	Total
Computer software, other	3,145,691	407,118	(1,885)	1,075,633	(214,882)	4,411,675
Water rights	2,360,000	-	-	-	-	2,360,000
	<b>5,505,691</b>	<b>407,118</b>	<b>(1,885)</b>	<b>1,075,633</b>	<b>(214,882)</b>	<b>6,771,675</b>

#### Reconciliation of intangible assets - 2015

	Opening balance	Additions	Under construction	Amortisation	Total
Computer software, other	3,395,980	12,921	141,249	(404,459)	3,145,691
Water rights	2,360,000	-	-	-	2,360,000
	<b>5,755,980</b>	<b>12,921</b>	<b>141,249</b>	<b>(404,459)</b>	<b>5,505,691</b>

#### Other information

Intangible assets with indefinite lives:

Water rights	2,360,000	2,360,000
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The municipality entered into a contract with Kraai Bosch Plase (Pty) Ltd on 28 May 1999. The useful life of the water right is considered to be indefinite as the contract does not define when the municipality will cease to enjoy the right to use the water from the Kraaibosch dam. There is no reason to believe that the right to the Kraaibosch dam has a limited useful life due to the condition of the dam. Regular assessments are performed to determine whether the conditions that existed at the inception of the contract have changed.

Other intangible assets	708,570	708,570
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The municipality entered into a contract with Bytes Systems Integration on 7 November 2014. The useful life of the software is considered to be indefinite as the contract does not define when the municipality will cease to enjoy the right to use the software. There is no reason to believe that the right to the software has a limited useful life due to the condition thereof. Regular assessments are performed to determine whether the conditions that existed at the inception of the contract have changed.



# Overstrand Municipality

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### 5. Heritage assets

	2016			2015		
	Cost / Valuation	Accumulated impairment losses	Carrying value	Cost / Valuation	Accumulated impairment losses	Carrying value
Conservation areas	133,265,889	(9,250,000)	124,015,889	133,265,889	(9,250,000)	124,015,889
Stamp collections, military insignia, medals, coin	166,309	-	166,309	166,309	-	166,309
<b>Total</b>	<b>133,432,198</b>	<b>(9,250,000)</b>	<b>124,182,198</b>	<b>133,432,198</b>	<b>(9,250,000)</b>	<b>124,182,198</b>

#### Reconciliation of heritage assets - 2016

	Opening balance	Total
Conservation areas	124,015,889	124,015,889
Stamp collections, military insignia, medals, coin	166,309	166,309
	<b>124,182,198</b>	<b>124,182,198</b>

#### Reconciliation of heritage assets - 2015

	Opening balance	Disposals	Total
Conservation areas	126,015,889	(2,000,000)	124,015,889
Stamp collections, military insignia, medals, coin	166,309	-	166,309
	<b>126,182,198</b>	<b>(2,000,000)</b>	<b>124,182,198</b>

Certain conservation land are carried at Rnvl value as there is no market and therefore their cost/fair value cannot be reliably measured.

### 6. Other financial assets

#### Designated at fair value

Liberty - Sinking funds	27,777,661	21,571,127
Momentum - Sinking fund	1,962,352	1,577,715
	<b>29,740,013</b>	<b>23,148,842</b>

#### Non-current assets

Designated at fair value	29,740,013	23,148,842
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In determining the recoverability of other financial assets, the Overstrand Municipality considers any change in the credit quality of the other financial assets from the date the credit was initially granted up to the reporting date.

**Notes to the Financial Statements**

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**7. Employee benefit obligations****Defined benefit plan**

The plan is a post employment health benefit plan.

**Post-employment health care benefit plan**

The municipality provides certain post-employment health care benefits by funding the medical aid contributions of qualifying retired members of the municipality. According to the rules of the Medical Aid Funds, with which the municipality is associated, a member (who is on the current Conditions of Service) is entitled to remain a continued member of such medical aid fund on retirement, in which case the municipality is liable for a certain portion of the medical aid membership fee. The municipality operates an unfunded defined benefit plan for these qualifying employees. No other post-retirement benefits are provided to these employees.

The municipality makes monthly contributions for health care arrangements to the following medical aid schemes:

- Bonitas;
- LA Health;
- Prosano; - Hosmed;
- Samwumed; and
- Keyhealth

The most recent actuarial valuations of plan assets and the present value of the defined benefit obligation were carried out at 30 June 2016 by ARCH Actuarial Consulting, Fellow of the Actuarial Society of South Africa, including projections for the 2017 and 2018 financial periods. The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

**The members of the Post-employment health care benefit plan are made up as follows:**

In-service members (employees)	357	367
Continuation members (retirees, widowers and orphans)	80	71
	<b>437</b>	<b>438</b>

**The amounts recognised in the statement of financial position are as follows:****Carrying value**

Present value of the defined benefit obligation-wholly unfunded	(113,188,465)	(109,634,000)
Non-current liabilities	(110,245,237)	(107,289,538)
Current liabilities	(2,943,228)	(2,344,462)
	<b>(113,188,465)</b>	<b>(109,634,000)</b>

**Changes in the present value of the defined benefit obligation are as follows:**

Opening balance	109,634,000	97,708,508
Net expense recognised in the statement of financial performance	3,554,465	11,925,492
	<b>113,188,465</b>	<b>109,634,000</b>

**Net expense recognised in the statement of financial performance**

Current service cost	5,949,711	5,461,583
Past service cost	(6,724,982)	-
Interest cost	9,695,997	8,637,625
Actuarial (gains) losses	(2,540,148)	298,203
Benefits	(2,826,113)	(2,471,919)
	<b>3,554,465</b>	<b>11,925,492</b>

# Overstrand Municipality

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## Notes to the Financial Statements

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### 7. Employee benefit obligations (continued)

#### Key assumptions used

Assumptions used at the reporting date:

Discount rates used	9.10 %	8.94 %
Medical cost trend rates	8.22 %	7.86 %
Net discount rate	0.82 %	1.00 %

Management assessed the assumptions used and found it to be adequate.

#### Other assumptions

Assumed healthcare cost trends rates have a significant effect on the amounts recognised in surplus or deficit. A one percentage point change in assumed healthcare cost trends rates would have the following effects:

	One percentage point increase	One percentage point decrease
Effect on the aggregate of the service cost and interest cost	18,591,600	13,297,500
Effect on defined benefit obligation	131,714,000	98,193,000

Amounts for the current and previous four years are as follows:

	2016 R	2015 R	2014 R	2013 R	2012 R
Defined benefit obligation	113,188,465	109,634,000	97,708,508	81,920,000	73,505,000

#### Defined contribution plan

It is the policy of the municipality to provide retirement benefits to all its employees. A number of defined contribution plans, all of which are subject to the Pensions Fund Act exist for this purpose.

The municipality is under no obligation to cover any unfunded benefits.

### 8. Long term receivables

Housing selling scheme	14,151	15,531
Sport clubs	39,618	52,878
	<b>53,769</b>	<b>68,409</b>

#### Non-current assets

Long term receivables	40,200	53,303
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#### Current assets

Long term receivables	13,569	15,106
	<b>53,769</b>	<b>68,409</b>

In determining the recoverability of long term receivables, the Overstrand Municipality considers any change in the credit quality of the long term receivables from the date the credit was initially granted up to the reporting date.

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
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### 9. Inventories

Stores and materials	6,668,925	6,221,856
Work-in-progress - Low cost housing	20,213,217	1,621,387
Low cost housing properties not transferred to beneficiaries	2,072,100	2,320,313
Water	121,040	411,383
	29,075,282	10,574,939
Inventories (write-downs)	(332,954)	-
	<b>28,742,328</b>	<b>10,574,939</b>

### Inventories recognised as an expense during the period:

Water	24,370,465	27,508,942
Stores and materials	10,138,794	9,206,886
Low cost housing	11,011,142	3,559,722
	<b>45,520,401</b>	<b>40,275,550</b>

### 10. Receivables from exchange transactions <sup>1</sup>

Trade debtors	14,052,211	18,350,220
Prepayments	3,266,091	2,660,657
Deposits	592,467	560,813
Accrued interest	42,603	-
Other debtors	1,528,103	1,421,578
	<b>19,481,475</b>	<b>22,993,268</b>

In determining the recoverability of receivables from exchange transactions, the Overstrand Municipality considers any change in the credit quality of the trade and other receivables from the date the credit was initially granted up to the reporting date.

### 11. Receivables from non-exchange transactions

Fines	14,588,659	13,123,828
Government grants and subsidies	5,578,253	5,578,253
Control accounts - sundry	4,354,756	2,903,418
	<b>24,521,668</b>	<b>21,605,499</b>

In determining the recoverability of receivables from non-exchange transactions, the Overstrand Municipality considers any change in the credit quality of the trade and other receivables from the date the credit was initially granted up to the reporting date.

### Receivables from non-exchange transactions impaired

Revenue from fines recognised for the period amounts to R 23,893,259 (2015: R 18,563,196).

Fines receivable from non-exchange transactions after the provision of impairment amounted to R 14,588,659 (2015: R 13,123,828).

The amount provided for impairment was R 29,715,797 (2015 R 13,163,857)

### Analysis of fines past due but not impaired

< 12 months	1,464,831	3,949,279
> 1 year	13,123,828	9,174,549

<sup>1</sup> See Note 13 for further details of receivables from exchange and non-exchange transactions

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
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### 11. Receivables from non-exchange transactions (continued)

#### Reconciliation of provision for impairment of receivables from non-exchange transactions

Opening balance	13,163,857	6,648,492
Provision for impairment	16,551,940	6,515,365
	<b>29,715,797</b>	<b>13,163,857</b>

The calculation in respect of the impairment of fines receivable (receivables from non-exchange transactions) is based on an assessment of the past payment history of fines per category. The total average collectability of fines were 51% (2015: 59%).

The calculation for initial recognition and measurement in respect of fines reduced and or cancelled is based on an assessment of past reduced and or cancelled history of fines per category. The total average estimated reductions used were 52% (2015: 52%).

### 12. VAT receivable

VAT	5,716,835	6,356,063
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In determining the recoverability of VAT receivable, the Overstrand Municipality considers any change in the credit quality of the VAT receivable from the date the credit was initially granted up to the reporting date.

Overstrand Municipality is registered on the cash/payment basis for VAT.

### 13. Consumer debtors

#### Gross balances

Rates	19,127,512	16,977,184
Electricity	17,206,159	15,151,352
Water	15,166,546	14,236,121
Sewerage	9,022,285	8,518,931
Refuse	7,153,473	6,710,331
Property rental	619,502	513,293
Other	8,630,548	8,152,982
	<b>76,926,025</b>	<b>70,260,194</b>

#### Less: Allowance for impairment

Rates	(4,748,708)	(4,190,731)
Electricity	(4,271,702)	(3,628,971)
Water	(3,765,336)	(3,478,133)
Sewerage	(2,239,925)	(2,090,113)
Refuse	(1,775,963)	(1,630,976)
Property rental	(153,801)	(102,771)
Other	(2,142,671)	(1,849,939)
	<b>(19,098,106)</b>	<b>(16,971,634)</b>

#### Net balance

Rates	14,378,804	12,786,453
Electricity	12,934,457	11,522,381
Water	11,401,210	10,757,988
Sewerage	6,782,360	6,428,818
Refuse	5,377,510	5,079,355
Property rental	465,701	410,522
Other	6,487,877	6,303,043
	<b>57,827,919</b>	<b>53,288,560</b>

<sup>1</sup> See Note 13 for further details of receivables from exchange and non-exchange transactions

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>13. Consumer debtors (continued)</b>		
<b>Included in above is receivables from exchange transactions</b>		
Electricity	12,934,457	11,522,381
Water	11,401,210	10,757,988
Sewerage	6,782,360	6,428,818
Refuse	5,377,510	5,079,355
Property rental	465,701	410,522
	<b>36,961,238</b>	<b>34,199,064</b>
<b>Included in above is receivables from non-exchange transactions (taxes and transfers)</b>		
Rates	14,378,804	12,786,453
Other	6,487,877	6,303,043
	<b>20,866,681</b>	<b>19,089,496</b>
<b>Net balance</b>	<b>57,827,919</b>	<b>53,288,560</b>
<b>Rates</b>		
Current (0 -30 days)	10,085,028	9,307,496
31 - 60 days	287,940	277,413
61 - 90 days	200,072	173,414
91 - 120 days	176,063	131,798
121 - 365 days	1,056,986	878,182
> 365 days	2,572,715	2,018,150
	<b>14,378,804</b>	<b>12,786,453</b>
<b>Electricity</b>		
Current (0 -30 days)	9,400,632	8,498,772
31 - 60 days	218,142	189,175
61 - 90 days	129,949	115,705
91 - 120 days	130,183	106,442
121 - 365 days	645,476	557,192
> 365 days	2,410,075	2,055,095
	<b>12,934,457</b>	<b>11,522,381</b>
<b>Water</b>		
Current (0 -30 days)	7,356,841	6,800,965
31 - 60 days	246,678	285,979
61 - 90 days	161,129	173,794
91 - 120 days	140,645	165,507
121 - 365 days	661,799	606,614
> 365 days	2,834,118	2,725,129
	<b>11,401,210</b>	<b>10,757,988</b>
<b>Sewerage</b>		
Current (0 -30 days)	4,151,831	3,920,753
31 - 60 days	142,872	139,522
61 - 90 days	95,620	92,638
91 - 120 days	83,682	73,267
121 - 365 days	417,910	417,265
> 365 days	1,890,445	1,785,373
	<b>6,782,360</b>	<b>6,428,818</b>



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>13. Consumer debtors (continued)</b>		
<b>Refuse</b>		
Current (0 -30 days)	3,400,264	3,246,986
31 - 60 days	107,124	103,364
61 - 90 days	73,485	70,112
91 - 120 days	63,308	55,541
121 - 365 days	363,000	350,933
> 365 days	1,370,329	1,252,419
	<b>5,377,510</b>	<b>5,079,355</b>
<b>Housing rental</b>		
Current (0 -30 days)	177,642	204,967
31 - 60 days	37,400	48,700
61 - 90 days	29,235	7,224
91 - 120 days	26,031	6,701
121 - 365 days	52,559	31,184
> 365 days	142,834	111,746
	<b>465,701</b>	<b>410,522</b>
<b>Other</b>		
Current (0 -30 days)	2,944,095	3,043,184
31 - 60 days	204,088	188,332
61 - 90 days	129,008	205,343
91 - 120 days	190,025	205,561
121 - 365 days	623,023	572,206
> 365 days	2,397,638	2,088,417
	<b>6,487,877</b>	<b>6,303,043</b>
<b>Reconciliation of allowance for impairment</b>		
Balance at beginning of the year	(16,971,634)	(16,359,225)
Contributions/reversals to allowance	(2,784,896)	(1,251,516)
Debt impairment written off against allowance	658,424	639,107
	<b>(19,098,106)</b>	<b>(16,971,634)</b>
<b>14. Cash and cash equivalents</b>		
Cash and cash equivalents consist of:		
Cash on hand	14,050	15,680
Bank balances	73,503,975	78,919,760
Short-term deposits	101,262,891	26,051,343
	<b>174,780,916</b>	<b>104,986,783</b>

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
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### 14. Cash and cash equivalents (continued)

The municipality had the following bank accounts

Account number / description	Bank statement balances			Cash book balances		
	30 June 2016	30 June 2015	30 June 2014	30 June 2016	30 June 2015	30 June 2014
ABSA - Cheque - 322-000-0035	105,271,101	111,076,235	36,997,660	71,244,319	78,183,378	12,210,480
ABSA - Cheque - 405-589-9787	12,024	944	57	11,752	4,065	5,022
ABSA - Cheque - 405-642-0921	208,054	90,206	65,977	164,025	46,177	81,487
ABSA - Cheque - 405-657-8021	1,829,765	474,485	563,302	1,807,376	407,169	438,922
ABSA - Cheque - 405-298-3157	277,872	278,971	367,147	276,504	278,971	367,147
ABSA call accounts	1,262,891	26,051,343	50,039,378	1,262,891	26,051,343	50,039,377
STD bank call accounts	50,000,000	-	-	50,000,000	-	-
Nedbank call accounts	50,000,000	-	-	50,000,000	-	-
Cash on hand	-	-	-	14,050	15,680	15,980
<b>Total</b>	<b>208,861,707</b>	<b>137,972,184</b>	<b>88,033,521</b>	<b>174,780,917</b>	<b>104,986,783</b>	<b>63,158,415</b>

### 15. Accumulated surplus

Ring-fenced internal funds and reserves within accumulated surplus - 2016

	Insurance reserve	Total
Opening balance	3,266,515	3,266,515
Contribution to insurance reserve	750,000	750,000
Movement in insurance transactions	450,680	450,680
	<b>4,467,195</b>	<b>4,467,195</b>

Ring-fenced internal funds and reserves within accumulated surplus - 2015

	Insurance reserve	Total
Opening balance	1,952,842	1,952,842
Contribution to insurance reserve	1,000,000	1,000,000
Movement in insurance transactions	313,672	313,672
	<b>3,266,514</b>	<b>3,266,514</b>

### 16. Finance lease obligation

#### Minimum lease payments due

- within one year	63,048	94,572
- in second to fifth year inclusive	-	63,048
	63,048	157,620
less: future finance charges	(3,080)	(17,198)
<b>Present value of minimum lease payments</b>	<b>59,968</b>	<b>140,422</b>

#### Present value of minimum lease payments due

- within one year	59,968	80,454
- in second to fifth year inclusive	-	59,968
	<b>59,968</b>	<b>140,422</b>

Non-current liabilities	-	59,968
Current liabilities	59,968	80,454
	<b>59,968</b>	<b>140,422</b>



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

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### 16. Finance lease obligation (continued)

The municipality has entered into contracts with suppliers for the rental of office equipment and has agreed to accept the option to purchase the equipment at the end of the lease term.

The average lease term was 3 years and the average effective borrowing rate was 13% (2015: 13%).

Interest rates are fixed at the contract date. All leases have fixed repayments and no arrangements have been entered into for contingent rent.

Refer to note 3 for the carrying value of assets under finance lease.

### 17. Unspent conditional grants and receipts

Unspent conditional grants and receipts comprises of:

#### Unspent conditional grants and receipts

Financial management grant	-	589,614
Human settlements development grant	105,817	-
Financial management support grant	-	212,716
Unspent public contributions and donations	1,273,987	1,273,987
	<b>1,379,804</b>	<b>2,076,317</b>

#### Movement during the year

Balance at the beginning of the year	2,076,317	3,425,499
Additions during the year	98,985,997	64,939,573
Income recognition during the year	(99,682,510)	(66,288,755)
	<b>1,379,804</b>	<b>2,076,317</b>

The nature and extent of government grants recognised in the financial statements and an indication of other forms of government assistance from which the municipality has directly benefited; and

Unfulfilled conditions and other contingencies attaching to government assistance that has been recognised.

See note 24 for reconciliation of grants from National/Provincial Government and note 25 for the public contributions.

### 18. Borrowings

#### At amortised cost

Annuity loans	438,833,894	432,443,582
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#### Non-current liabilities

At amortised cost	412,401,585	408,904,414
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#### Current liabilities

At amortised cost	26,432,309	23,539,168
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# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

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### 18. Borrowings (continued)

The fair values of the financial liabilities were determined as follows:

- The management of the municipality is of the opinion that the carrying value of Financial Assets and Financial Liabilities recorded at amortised cost in the Annual Financial Statements approximate their fair values. The fair value of Financial Assets and Financial Liabilities were determined after considering the standard terms and conditions of agreements entered into between the municipality and other parties as well as the current payment ratio's of the municipality's debtors.
- At the reporting date there are no significant concentrations of credit risk for other financial liabilities. The carrying amount reflected above represents the municipality's maximum exposure to credit risk for such other financial liabilities.

Refer to note 44 for maturity analysis of financial liabilities.

### 19. Provisions

#### Reconciliation of provisions - 2016

	Opening Balance	Additions	Utilised during the year	Reversed during the year	Total
Rehabilitation of tip sites	77,799,129	3,387,196	-	-	81,186,325
Clearing of alien vegetation	1,093,000	-	(329,807)	(197,261)	565,932
Gratification payable	387,562	-	(5,148)	-	382,414
Long service awards	9,345,493	1,241,035	-	-	10,586,528
Leave pay	11,102,557	1,814,988	(1,081,614)	-	11,835,931
Bonuses	7,804,680	158,161	-	-	7,962,841
	<b>107,532,421</b>	<b>6,601,380</b>	<b>(1,416,569)</b>	<b>(197,261)</b>	<b>112,519,971</b>

#### Reconciliation of provisions - 2015

	Opening Balance	Additions	Utilised during the year	Reversed during the year	Reduction due to re-measurement or settlement without cost to entity	Total
Rehabilitation of tip sites	27,762,764	49,216,120	-	-	820,245	77,799,129
Clearing of alien vegetation	1,143,375	-	(295,237)	-	244,862	1,093,000
Gratification payable	407,840	-	(730)	(19,548)	-	387,562
Long service awards	9,254,503	1,291,350	(1,070,264)	-	(130,096)	9,345,493
Leave pay	10,345,168	2,350,000	(657,020)	-	(935,591)	11,102,557
Bonuses	7,150,086	654,594	-	-	-	7,804,680
	<b>56,063,736</b>	<b>53,512,064</b>	<b>(2,023,251)</b>	<b>(19,548)</b>	<b>(580)</b>	<b>107,532,421</b>

Non-current liabilities	89,019,263	85,937,441
Current liabilities	23,500,708	21,594,980
	<b>112,519,971</b>	<b>107,532,421</b>



## Notes to the Financial Statements

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### 19. Provisions (continued)

#### Rehabilitation of tip sites

Provision is made in terms of the Overstrand Municipality's licensing stipulations on the landfill sites, for the estimated cost of rehabilitating landfill sites. The estimation of landfill sites was conducted by JPCE specialist waste management consultants, independent consultants who are not connected to the municipality.

The costs are determined by calculating the volumes of excavations, materials required and legal requirements according to the footprint of each individual site. The previous year's figures are escalated using the latest CPI of 6%. The individual rates are then again cross-checked to determine if they are still in line with current rates for similar activities and adjusted accordingly.

The scheduled dates of total closure and rehabilitation for the operational site is at present anticipated to take place between 2016 and 2031.

The cost to rehabilitate all identified sites in the Overstrand are estimated at R 81,186,325 for the period.

#### Clearing of alien vegetation

The average cost of alien clearing within the Overstrand is derived from the actual expenditure of the Department of Environmental Affairs, working for water programme. During the financial year, the programme cleared 1,496 ha at a total cost of R1,176,318. This equates to an average cost of R786 per ha.

Approximately 10.81% of a total area of 6,659 ha must be cleared during the next 2 to 10 years and the estimated cost amounts to R 565,932 for the period.

#### Gratification payable

The cost of the gratification payable was based on employees not belonging to a pension fund up until February 2003 and is only payable on retirement. The estimated cost amounts to R 382,414 for the period.

#### Long service awards

A long-service award is granted to municipal employees after the completion of fixed periods of continuous service with the Municipality. The said award comprises a certain number of vacation leave days which, in accordance with the option exercised by the beneficiary employee, can be converted into a cash amount based on his/her basic salary applicable at the time the award becomes due or, alternatively, credited to his/her vacation leave accrual. The provision represents an estimation of the awards to which employees in the service of the Municipality at 30 June 2016 may become entitled to in future, based on an actuarial valuation performed at 30 June 2016, to the amount of R 10,586,528 for the period.

Discount rate:

A discount rate of 8.47% per annum has been used. This is derived by using a liability-weighted average of the yields corresponding to the average term until payment of long service awards, for each employee.

Key assumptions:

Discount rate of 8.47% (2015: 7.84%), a general salary inflation rate of 7.13% (2015: 7.03%) and a net discount rate of 1.25% (2015: 0.75%).

#### Leave pay

Annual leave accrues to employees on a monthly basis in accordance with the conditions of employment. Employees are entitled to 16 non-vested leave days and 8 vested leave days per annum, accumulated to a maximum of 48 leave days. The provision is an estimate of the amount due to staff as at the financial year-end, based on the value of leave and the estimated leave days to be forfeited. The estimated cost amounts to R 11,835,931 for the period.

It is not the municipality's policy to encash leave in the normal course of business, except upon resignation or retirement.



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
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### 19. Provisions (continued)

#### Bonuses

Annual bonuses accrues to employees on a monthly basis, subject to certain conditions. The provision is an estimate of the amount due to staff as at the financial year-end, based on assumptions and the estimated cost amounts to R 7,962,841 for the period.

### 20. Payables from exchange transactions

Trade payables	31,730,823	25,756,487
Payments received in advance	9,980,190	9,375,017
Retention monies	2,555,695	3,454,595
Accrued interest	6,548,831	7,002,027
Deposits received	11,584,041	10,064,031
Other payables	3,473,285	3,473,285
Deferred income	299,109	445,342
Control accounts	4,587,611	4,732,318
	<b>70,759,585</b>	<b>64,303,102</b>

### 21. Consumer deposits

Electricity	28,336,419	27,615,719
Water	15,606,816	14,127,416
	<b>43,943,235</b>	<b>41,743,135</b>

### 22. Property rates

#### Rates received

Residential and business	204,345,567	189,017,484
Less: Income forgone	(39,791,393)	(36,410,733)
	164,554,174	152,606,751
Property rates - penalties imposed	565,115	793,937
	<b>165,119,289</b>	<b>153,400,688</b>

Income forgone is defined as any income that the Overstrand Municipality is entitled by law to levy, but which has subsequently been forgone by way of rebate or remission.

### 23. Service charges

Sale of electricity	324,599,230	287,753,959
Sale of water	114,179,433	108,317,835
Sewerage and sanitation charges	72,727,557	68,581,399
Refuse removal	61,689,127	56,770,024
	<b>573,195,347</b>	<b>521,423,217</b>



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>24. Government grants and subsidies</b>		
<b>Operating grants</b>		
Equitable share	64,598,000	52,021,000
National Financial management grant	2,039,614	860,386
Provincial Library grant	5,306,714	3,182,000
Provincial Community development workers grant	72,000	69,952
Provincial Thusong service centres grant	200,000	-
Provincial Main road subsidy	-	82,560
National Expanded public works programme	1,661,000	1,768,000
Provincial Financial management support grant	212,716	546,976
Provincial Human settlement developments grant	29,425,054	632,252
Provincial Disaster recovery grant	-	1,272,000
Provincial Mobility strategy	114,000	-
Provincial Greenest municipality	-	37,640
	<b>103,629,098</b>	<b>60,472,766</b>
<b>Capital grants</b>		
National Municipal systems improvement grant	930,000	934,000
Provincial Library grant	3,030,656	2,150,000
Provincial Financial management support grant	1,300,000	-
Provincial Human settlement developments grant	25,973,756	29,739,732
Provincial Municipal infrastructure grant	21,417,000	20,674,000
National Integrated national electricity grant	8,000,000	2,000,000
	<b>60,651,412</b>	<b>55,497,732</b>
	<b>164,280,510</b>	<b>115,970,498</b>

### Equitable Share

This grant is primarily used to subsidise the provision of basic services to indigent households.

All registered indigent households receive a monthly subsidy based on the basic service charges for water, electricity, sewerage, refuse and up to 4,2kl waste water, which is funded from the grant. Indigent households also receive 6kl free water and 50kwh units free electricity per month.

### National Financial management grant

Balance unspent at beginning of year	589,614	-
Current-year receipts	1,450,000	1,450,000
Conditions met - transferred to revenue	(2,039,614)	(860,386)
	<b>-</b>	<b>589,614</b>

### National Municipal systems improvement grant

Current-year receipts	930,000	934,000
Conditions met - transferred to revenue	(930,000)	(934,000)
	<b>-</b>	<b>-</b>

### Provincial Library grant

Current-year receipts	8,337,370	5,332,000
Conditions met - transferred to revenue	(8,337,370)	(5,332,000)
	<b>-</b>	<b>-</b>

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>24. Government grants and subsidies (continued)</b>		
<b>Provincial Community development workers grant</b>		
Current-year receipts	72,000	69,952
Conditions met - transferred to revenue	(72,000)	(69,952)
	-	-
<b>Provincial Thusong service centres grant</b>		
Current-year receipts	200,000	-
Conditions met - transferred to revenue	(200,000)	-
	-	-
<b>Provincial Main road subsidy</b>		
Current-year receipts	114,000	82,560
Conditions met - transferred to revenue	(114,000)	(82,560)
	-	-
<b>National Expanded public works programme</b>		
Current-year receipts	1,661,000	1,768,000
Conditions met - transferred to revenue	(1,661,000)	(1,768,000)
	-	-
<b>Provincial Human settlement developments grant</b>		
Balance unspent at beginning of year	-	2,381,752
Current-year receipts	55,504,627	28,677,077
Conditions met - transferred to revenue	(55,398,810)	(30,371,981)
Other	-	(686,848)
	<b>105,817</b>	-
Conditions still to be met - remain liabilities (see note 17).		
<b>Provincial Municipal infrastructure grant</b>		
Current-year receipts	21,417,000	20,674,000
Conditions met - transferred to revenue	(21,417,000)	(20,674,000)
	-	-
<b>National Integrated national electricity grant</b>		
Current-year receipts	8,000,000	2,000,000
Conditions met - transferred to revenue	(8,000,000)	(2,000,000)
	-	-

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
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### 24. Government grants and subsidies (continued)

#### Provincial Financial management support grant

Balance unspent at beginning of year	212,716	645,189
Current-year receipts	1,300,000	514,502
Conditions met - transferred to revenue	(1,512,716)	(546,975)
Other	-	(400,000)
	<b>-</b>	<b>212,716</b>

#### Provincial Greenest municipality competition grant

Balance unspent at beginning of year	-	37,640
Conditions met - transferred to revenue	-	(37,640)
	<b>-</b>	<b>-</b>

#### Provincial Disaster recovery grant

Current-year receipts	-	1,272,000
Conditions met - transferred to revenue	-	(1,272,000)
	<b>-</b>	<b>-</b>

### 25. Public contributions and donations

Spaces for sport	-	86,930
SAMRAS usergroup	-	3,200
Public contributions non-cash	875,305	991,514
Government contributions non-cash	109,440	580,000
Friedrich Naumann foundation for freedom	-	162,281
Accelerated Community Infrastructure Programme	-	1,000,000
	<b>984,745</b>	<b>2,823,925</b>

#### Reconciliation of conditional contributions

Balance unspent at beginning of year	1,273,987	360,918
Current-year receipts	984,745	2,165,481
Conditions met - transferred to revenue	(984,745)	(1,252,412)
	<b>1,273,987</b>	<b>1,273,987</b>

Conditions still to be met - remain liabilities (see note 17)



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>26. Other income</b>		
Administration charges	339,116	396,098
Application fees	52,191	22,170
Building clause levy	-	49,192
Building plan fees	8,057,177	4,893,280
Cemetries and burial fees	233,779	209,085
Cleaning and removals	430,211	490,763
Collection charges	2,811,004	3,505,703
Commission received	120,506	131,512
Developers contributions	7,486,375	2,651,785
Entrance fees	56,320	27,356
Fire service charges	685,406	628,564
Information, statistical and searching fees	50,591	39,565
Legal fees	811,505	613,233
Library fees	2,013	2,230
Management fees	910,502	-
Parking fees	1,915,623	1,901,695
Photocopy, print and fax charges	53,146	60,233
Private telephone calls recovered	204,508	191,027
Roadworthy certificates	601,736	560,720
SETA claims	699,260	604,817
Sundry income	803,361	927,264
Town planning fees	1,479,729	1,142,359
Valuation and clearance certificates	484,292	458,745
	<b>28,288,351</b>	<b>19,507,396</b>



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>27. General expenses</b>		
Advertising	2,284,434	2,497,711
Assets expensed	439,191	408,033
Auditors remuneration	4,277,272	3,885,803
Bank charges	1,832,563	1,778,966
Commission paid	4,342,935	975,455
Conditional receipts expenses - Housing grants	11,011,142	4,023,679
Contribution to/(from) provisions	3,189,935	50,281,228
Delegate expenses	139,840	171,991
Diesel for boilers	227,246	355,373
Electricity	4,172,314	3,832,795
Fuel and oil	10,156,820	10,961,921
Hire	1,258,367	1,263,989
Insurance	2,087,533	2,456,748
Legal fees	5,380,342	3,624,484
Management of informal settlement fees	1,126,044	1,741,365
Occupational health and safety	69,596	221,486
Plot clearing costs	444,424	416,905
Postage and courier	1,444,692	1,215,770
Property valuation charges	2,312,600	405,848
Public functions	556,392	502,172
Reference library	762,972	19,744
Removal costs	34,800	76,379
Security services	10,466,741	9,654,004
Skills development levies	2,288,990	2,195,837
Solid waste chipping	2,300,566	3,025,116
Solid waste dumping fees	2,028,006	-
Solid waste haulage	5,021,316	6,790,924
Staff welfare	30,388	213,047
Subscriptions and membership fees	2,910,990	2,496,894
Subsistence and transport	1,189,919	1,182,921
Sundry expenses	367,342	240,095
Telephone and fax	2,972,555	2,830,397
Title deed search fees	93,968	101,496
Training	2,142,189	2,502,661
Uniforms and protective clothing	1,980,284	2,185,356
Union representative	-	34,911
Veterinary services	351,165	296,790
Ward committee meetings	503,130	540,731
Water catchment, research and testing	620,261	3,986,100
Workmen's compensation assurance	1,301,061	1,307,243
	<b>94,120,325</b>	<b>130,702,368</b>

Membership fees paid over to SALGA during the period amounted to R 2,658,662 (2015: R 2,472,249).

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>28. Employee related costs</b>		
Basic	161,332,807	157,013,689
Bonus	13,076,118	12,152,041
Medical aid - company contributions	9,828,558	9,363,302
UIF	1,566,575	1,426,157
Leave pay provision charge	1,814,988	1,414,409
Group life - company contributions	1,118,859	1,071,624
Other payroll levies	91,582	85,957
Post-employment benefits - Pension - Defined contribution plans	33,559,398	40,019,895
Overtime payments	15,723,930	14,780,117
Long-service awards	2,288,065	1,163,139
Acting allowances	1,424,635	1,641,715
Car allowance	7,221,679	9,633,753
Housing benefits and allowances	4,607,725	943,607
Standby allowance	6,512,613	6,431,206
Scarcity allowance	1,955,219	1,739,373
Sundry allowance	1,449,673	1,749,720
	<b>263,572,424</b>	<b>260,629,704</b>
<b>28.1. Remuneration of Municipal Manager</b>		
Annual Remuneration	1,368,000	1,332,353
Contributions to UIF, Medical and Pension Funds	324,603	314,859
Entertainment	12,000	12,000
	<b>1,704,603</b>	<b>1,659,212</b>
Cellphone allowance	22,872	21,372
<b>28.2. Remuneration of Chief Financial Officer</b>		
Annual Remuneration	1,233,741	1,203,908
Car Allowance	48,000	48,000
Contributions to UIF, Medical and Pension Funds	274,603	266,330
Entertainment	5,971	6,000
	<b>1,562,315</b>	<b>1,524,238</b>
Cellphone allowance	19,872	19,872
<b>28.3. Remuneration of Director: Management Services</b>		
Annual Remuneration	894,851	862,785
Car Allowance	72,000	72,000
Contributions to UIF, Medical and Pension Funds	219,892	198,456
Entertainment	6,000	6,000
Housing subsidy	7,780	6,402
	<b>1,200,523</b>	<b>1,145,643</b>
Cellphone allowance	22,872	21,372
Acting allowance	15,122	-
	<b>37,994</b>	<b>21,372</b>

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>28. Employee related costs (continued)</b>		
<b>28.4. Remuneration of Director: Community Services</b>		
Annual Remuneration	1,154,394	1,124,839
Car Allowance	78,000	78,000
Contributions to UIF, Medical and Pension Funds	51,282	46,337
Entertainment	8,082	8,082
Computer allowance	3,912	3,912
	<b>1,295,670</b>	<b>1,261,170</b>
Cellphone allowance	22,872	21,372
<b>28.5. Remuneration of Director: Infrastructure and Planning</b>		
Annual Remuneration	1,217,966	1,186,226
Car Allowance	48,000	48,000
Contributions to UIF, Medical and Pension Funds	290,530	283,971
Entertainment	8,987	9,000
Computer allowance	4,800	4,800
	<b>1,570,283</b>	<b>1,531,997</b>
Cellphone allowance	22,872	21,372
Acting allowance	4,001	-
	<b>26,873</b>	<b>21,372</b>
<b>28.6. Remuneration of Director: Local Economic Development</b>		
Annual Remuneration	935,700	869,357
Car Allowance	120,000	120,000
Contributions to UIF, Medical and Pension Funds	48,908	43,203
Entertainment	20,000	20,000
	<b>1,124,608</b>	<b>1,052,560</b>
Cellphone allowance	19,872	19,872
<b>28.7. Remuneration of Director: Protection Services</b>		
Annual Remuneration	914,290	847,454
Car Allowance	120,000	120,000
Contributions to UIF, Medical and Pension Funds	40,750	38,073
Entertainment	9,928	10,000
	<b>1,084,968</b>	<b>1,015,527</b>
Cellphone allowance	22,872	21,372
Acting allowance	12,391	-
	<b>35,263</b>	<b>21,372</b>
The cellphone allowances are included in the sundry allowance item in note 28 above.		
Employee related costs for municipal staff	263,572,424	260,629,704
Employee related costs for senior management	9,542,970	9,190,347
<b>Total employee related costs</b>	<b>273,115,394</b>	<b>269,820,051</b>



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>29. Remuneration of councillors</b>		
Executive Major	758,012	718,495
Deputy Executive Mayor	606,410	574,287
Mayoral Committee Members [2016: 3; 2015: 3]	1,705,530	1,731,704
Speaker	606,414	574,796
Councillors [2016: 19; 2015: 19]	4,284,166	3,934,165
Cellphone allowance	605,542	570,177
	<b>8,566,074</b>	<b>8,103,624</b>
<b>30. Debt impairment</b>		
Contributions to debt impairment provision	19,128,011	7,693,463
<b>Debt impairment consist of the following:</b>		
Fines impairment provision	16,551,940	6,515,365
Consumer debtors impairment provision	2,576,071	1,178,098
<b>31. Investment revenue</b>		
<b>Interest revenue</b>		
Other financial assets	8,295,603	5,189,120
Bank	3,881,829	2,816,093
Interest charged on trade and other receivables	2,734,623	2,278,835
Interest received - other	31,752	138,651
	<b>14,943,807</b>	<b>10,422,699</b>
The amount included in Investment revenue arising from exchange transactions amounted to R 2,734,623 (2015: R 2,278,835).		
The amount included in Investment revenue arising from non-exchange transactions amounted to R 12,209,184 (2015: R 8,143,864).		
<b>32. Fair value adjustments</b>		
Investment property (Fair value model)	6,927,500	799,000
Other financial assets		
• Other financial assets (Designated as fair value)	1,611,171	1,203,805
	<b>8,538,671</b>	<b>2,002,805</b>
<b>33. Depreciation and amortisation</b>		
Property, plant and equipment	122,599,981	118,352,240
Intangible assets	215,110	1,129,626
	<b>122,815,091</b>	<b>119,481,866</b>
<b>34. Impairment of assets</b>		
<b>Impairments</b>		
Property, plant and equipment	698,452	3,077,214
Other assets were impaired during the year due to damage. The recoverable amount the assets were based on is its fair value less costs to sell.		



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>35. Finance costs</b>		
Finance leases	14,118	13,725
Current borrowings	44,203,474	43,433,321
Other interest paid	1,989,900	-
	<b>46,207,492</b>	<b>43,447,046</b>
<b>36. Auditors' remuneration</b>		
Fees	4,277,272	3,885,803
<b>37. Grants and subsidies paid</b>		
<b>Other subsidies</b>		
Low income house-hold subsidies	48,900,221	41,921,502
Grants to organisations	348,000	363,700
Transfers/donations made to other organs of state	-	6,459,443
Transfers/donations made to tourism authorities	1,508,360	1,647,576
In-kind donations	333,181	-
	<b>51,089,762</b>	<b>50,392,221</b>
<b>38. Bulk purchases</b>		
Electricity	194,619,535	167,659,838
<b>39. Cash generated from operations</b>		
Surplus/(deficit)	51,695,873	(64,044,480)
<b>Adjustments for:</b>		
Depreciation and amortisation	122,815,091	119,481,866
Gain/(loss) on sale of assets and liabilities	323,172	(1,953,041)
Fair value adjustments	(8,538,671)	(2,002,805)
Finance costs - Finance leases	14,118	13,725
Impairment deficit	698,452	3,077,214
Debt impairment	19,128,011	7,693,463
Movements in operating lease assets and accruals	(8,765)	45,817
Movements in retirement benefit assets and liabilities	3,554,465	11,925,492
Movements in provisions	4,987,550	51,468,685
Movement in housing development fund	(394,138)	6,190
Movement in self insurance fund	1,200,680	1,313,672
<b>Changes in working capital:</b>		
Inventories	(18,167,389)	4,151,080
Receivables from exchange transactions	3,511,793	3,413,301
Consumer debtors	(7,115,430)	(6,876,906)
Other receivables from non-exchange transactions	(19,468,109)	(9,218,230)
Payables from exchange transactions	6,456,481	2,744,055
VAT	639,228	(411,977)
Unspent conditional grants and receipts	(696,513)	(1,349,182)
Consumer deposits	2,200,100	3,982,640
	<b>162,835,999</b>	<b>123,460,579</b>



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015
<b>40. Commitments</b>		
<b>Authorised capital expenditure</b>		
<b>Already contracted for but not provided for</b>		
• Property, plant and equipment	992,315	5,304,900
<b>Not yet contracted for and authorised by accounting officers</b>		
• Property, plant and equipment	87,363,754	103,914,091
<b>Total capital commitments</b>		
Already contracted for but not provided for	992,315	5,304,900
Not yet contracted for and authorised by accounting officers	87,363,754	103,914,091
	<b>88,356,069</b>	<b>109,218,991</b>

This committed expenditure relates to property, plant and equipment and will be financed by retained surpluses, mortgage facilities, existing cash resources, funds internally generated, transfers and subsidies received etc.

### Operating leases - as lessor (income)

#### Minimum lease payments due

- within one year	498,413	475,840
- in second to fifth year inclusive	713,502	1,125,583
- later than five years	2,924,764	3,011,096
	<b>4,136,679</b>	<b>4,612,519</b>

Certain of the municipality's property is held to generate rental income. Lease agreements are non-cancellable and have terms from 3 to 99 years. There are no contingent rents receivable.

Commitments are disclosed exclusive of VAT.

### 41. Contingencies

#### Contingent liabilities

##### Kleynhans Family Trust vs Overstrand Municipality

The applicant filed a notice of motion in the Western Cape High Court requesting that the municipality be ordered to ensure that the Fernkloof Estate is fully protected by electrified fencing that is designed to prevent unauthorised access to the estate.

In February 2015 the High Court found in favour of the Municipality by dismissing the claim with cost. The applicant filed an application for leave to appeal on 4 March 2015. The applicants delivered their Notice of Appeal on 4 September 2015. On 30 June 2016, our attorneys received a notice of application for the allocation of date for the hearing of an Appeal. Our attorneys on this basis are not in a position anymore to proceed with the taxation. In the circumstances, despite the fact that their right to proceed with the appeal has lapsed they are still entitled to apply for condonation. The appeal process will proceed at least until a decision regarding the condonation application has been handed down. The municipality's exposure is approximately R7,000,000.

##### Overstrand Municipality vs WSSA

The municipality received a review application from WSSA in the first week of September 2015 for purposes of setting aside an administrative decision to identify Veolia as the preferred bidder. The claim by the applicant is of a technical nature, with specific reference to whether the preferred bidders staffing as per the request for proposal achieved regulatory compliance.

The matter was set down for the 5th and 6th of June 2016. Senior Counsel argued for 2 days and judgment was reserved. The municipality's exposure is approximately R333,371.

**Notes to the Financial Statements**

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**41. Contingencies (continued)****Contingent assets**

New Republic Bank

The municipality has an investment with New Republic Bank. The bank is under receivership since October 1999. Interest only accrued until 31 December 2007. There is no guarantee that the municipality will receive the full value of the investment. After the 2013 financial year-end, a dividend of R0.5268 in the rand on the capital amount still outstanding has been received. Therefore the a portion of the impairment was reversed. This brings the total payout to 99.15% of the original investment.

Due to the fact that the majority of the debt still to be collected, by the receivers, involve some form of legal action, it is not possible to determine a date as to when the liquidation process will be completed.

Management impaired this investment from R2,631,821 to Rnil in the 2010/2011 financial year. The exposure is approximately R405,181.

**42. Related parties****Relationships**

Members of key management

Refer to note 28.1 to 28.7 and 29

There were no related party transactions that occurred during the period under review.

**43. Comparative figures**

The information presented below is only the statement of financial position and statement of financial performance items that have been affected by adjustments to comparative figures. The comparative figures have been adjusted for the following reasons:

Accounting errors:

Accounting errors relating to prior periods have been identified during the 2015/2016 financial period. These errors include mathematical errors<sup>1</sup>, misapplication of accounting policies<sup>2</sup>, oversight or misinterpretation of facts<sup>3</sup> and effects of fraud<sup>4</sup>

Changes in classification:

The municipality reclassified its account structure to align as far as possible to the mSCOA tables issued in accordance with the Standard Chart of Accounts for Local Government Regulations. This necessitated the reclassification of comparative amounts as previously disclosed to those classifications aligned to the Standard Chart of Accounts.

The correction of errors and change in accounting policy detailed below has the following impact on the global opening balances as at 1 July 2014:

Assets:	Inventories	R 635
	Operating leases	R 5,846
	Other receivables non-exchange	R (500,194)
	Investment property	R (20,507,000)
	Property, plant and equipment	R 455,583,298
	Intangible assets	R 535,974
	Heritage assets	R 26,609,154
Liabilities:	Payables from exchange transactions	R (297,356)
Reserves:	Accumulated surplus	R (461,430,356)



# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

## Notes to the Financial Statements

Figures in Rand	2016	2015			
43. Comparative figures (continued)					
	Amount previously reported	Accounting errors	Change in classification	Changes in accounting policy	Restated amount
<b>Statement of financial position</b>					
<b>Assets</b>					
<b>Current assets</b>					
Inventories <sup>1 3</sup>	10,425,770	149,169	-	-	10,574,939
Operating leases <sup>1 3</sup>	708,708	13,274	-	-	721,982
Other receivables from non-exchange transactions <sup>1</sup>	26,108,867	(4,503,367)	-	-	21,605,500
Consumer debtors <sup>1</sup>	52,849,568	438,991	-	-	53,288,559
<b>Non-current assets</b>					
Investment property	159,760,500	(14,938,000)	-	-	144,822,500
Heritage assets	97,573,044	26,609,154	-	-	124,182,198
Property, plant and equipment <sup>1</sup>	3,020,151,793	439,262,292	-	-	3,459,414,085
Intangible assets	4,762,475	743,216	-	-	5,505,691
<b>Liabilities</b>					
<b>Current liabilities</b>					
Payables from exchange transactions <sup>1 3</sup>	(63,759,416)	(543,687)	-	-	(64,303,103)
<b>Net assets</b>					
<b>Reserves</b>					
Accumulated surplus <sup>1 2 3</sup>	(2,769,993,763)	(447,231,042)	-	-	(3,217,224,805)
<b>Statement of financial performance</b>					
<b>Revenue</b>					
<b>Revenue from exchange transactions</b>					
Service charges <sup>1 3</sup>	(520,391,938)	(69,611)	(961,667)	-	(521,423,216)
Other income <sup>1 3</sup>	(20,332,541)	(495,595)	1,320,740	-	(19,507,396)
Rental income <sup>1 3</sup>	(9,154,551)	(98,406)	-	-	(9,252,957)
Income from agency services	(2,766,122)	-	(23,397)	-	(2,789,519)
<b>Revenue from non-exchange transactions</b>					
Property rates <sup>1 3</sup>	(152,870,211)	263,460	-	-	(152,606,751)
Penalties - property rates <sup>1 3</sup>	(747,186)	(46,751)	-	-	(793,937)
Fines <sup>1 3</sup>	(25,389,497)	7,161,977	(335,676)	-	(18,563,196)
<b>Expenditure</b>					
Employee related costs <sup>1 3</sup>	267,019,164	230,453	2,570,434	-	269,820,051
Lease rentals on operating leases	-	-	698,761	-	698,761
Contracted services <sup>1 3</sup>	85,327,401	6,810	9,960,983	-	95,295,194
General expenses <sup>1 3</sup>	156,906,356	(140,870)	(26,063,113)	-	130,702,373
Depreciation <sup>1 3</sup>	103,368,102	16,113,763	-	-	119,481,865
Materials <sup>1 3</sup>	16,659,118	(4,313)	11,099,660	-	27,754,465
Grants and subsidies paid	48,658,945	-	1,733,276	-	50,392,221
Debt impairment <sup>3</sup>	10,846,067	(3,152,604)	-	-	7,693,463
Fair value adjustment <sup>1 3</sup>	3,566,195	(5,569,000)	-	-	(2,002,805)

## 44. Risk management

### Financial risk management

Due to the largely non-trading nature of activities and the way in which they are financed, municipalities are not exposed to the degree of financial risk faced by business entities. Financial instruments play a much more limited role in creating or changing risks that would be typical of listed companies to which the IFRSs' mainly apply. Generally, Financial assets and liabilities are generated by day-to-day operational activities and are not held to manage the risks facing the municipality in undertaking its activities.

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**44. Risk management (continued)**

The Finance directorate monitors and manages the financial risks relating to the operations through internal policies and procedures. These risks include interest rate risk and liquidity risk. Compliance with policies and procedures are reviewed by the internal auditors on a continuous basis and annually by the external auditors. The municipality does not enter into or trade with financial instruments for speculative purposes.

Internal audit, responsible for initiating a control framework and monitoring and responding to potential risk, reports periodically to the municipality's audit committee, an independent body that monitors the effectiveness of the internal audit function.

**Liquidity risk**

The municipality's risk to liquidity is a result of the funds available to cover future commitments. The municipality manages liquidity risk through an ongoing review of future commitments and credit facilities.

**Credit risk**

Credit risk consists mainly of cash deposits, cash equivalents, derivative financial instruments and trade debtors. The municipality only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.

The Municipality manages credit risk in its borrowing and investing activities by only dealing with well-established financial institutions of high credit standing, and by spreading its exposure over a range of such institutions in accordance with its approved investment policies. Credit risk relating to consumer debtors is managed in accordance with the Municipality's credit control and debt collection policy. The Municipality's credit exposure is spread over a large number and wide variety of consumers and is not concentrated in any particular sector or geographical area. Adequate provision has been made for anticipated bad and doubtful debts. Additional information relating to the analysis of consumer debtors is given in note 13 to the financial statements.

Financial assets exposed to credit risk at year were as follows:

<b>Counter parties with external credit rating (Fitch's):</b>	<b>2016</b>	<b>2015</b>
<b>Investments</b>		
F 1	101,262,891	26,051,343
F 2	29,740,013	23,148,842
<b>Counter parties without external credit rating:</b>		
<b>Receivables from exchange and non-exchange transactions</b>		
Group 1	14,588,659	17,633,396
Group 3	11,461,112	9,903,249
Group 4	17,953,372	21,571,690
<b>Consumer debtors</b>		
Group 1	18,248,844	16,194,721
Group 2	818,498	838,230
Group 3	1,244,244	1,232,485
Group 4	37,516,333	35,023,123
<b>Long term receivables</b>		
Group 4	53,769	68,409

F1 = Highest credit quality. Indicates the strongest capacity for timely payment of financial commitments.

F2 = Good credit quality. A satisfactory capacity for timely payment of financial commitments.

F3 = Fair credit quality. The capacity for timely payment of financial commitments is adequate.

Group 1 = Speculative. Minimal capacity for timely payment of financial commitments, plus vulnerability to near term adverse changes in the financial and economic conditions.

Group 2 = Fair credit quality. The capacity for timely payment of financial commitments is adequate.

Group 3 = Good credit quality. A satisfactory capacity for timely payment of financial commitments.

Group 4 = Highest credit quality. Indicates the strongest capacity for timely payment of financial commitments.

# Overstrand Municipality

Financial Statements for the year ended 30 June 2016

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### 44. Risk management (continued)

#### Market risk

#### Interest rate risk

The municipality's interest rate risk arises from long-term borrowings. Borrowings issued at variable rates expose the municipality to cash flow interest rate risk. Borrowings issued at fixed rates expose the municipality to fair value interest rate risk. Municipality's policy is to maintain approximately 60% of its borrowings in fixed rate instruments. During 2016 and 2015, the municipality's borrowings at variable rate were denominated in the Rand.

The municipality limits its counterparty exposures from its money market investment operations by only dealing with well established financial institutions of high credit standing. No investment with a tenure exceeding twelve months shall be made without consultation with the councillor responsible for financial matters.

Consumer debtors comprise of a large number of ratepayers, dispersed across different industries and geographical areas. Ongoing credit evaluations are performed on the financial condition of these debtors. Consumer debtors are presented net of a provision for impairment. In the case of debtors whose accounts become in arrears, it is endeavoured to collect such accounts by "levying of penalty charges", "demand for payment", "restriction of services" and, as a last resort, "handed over for collection", whichever procedure is applicable in terms of Council's Credit Control and Debt Collection Policy.

Interest rate risk for trade and other payables is managed by ensuring that all payments are made within 30 days of receipt of statement, as prescribed by the MFMA.

Interest rate sensitivity analysis:

Financial assets:

If the average interest rate at a given date had been 100 basis points higher, with all other variables held constant, the fair value impact on the Statement of Financial Performance would have been R 195,890 (2015: R 171,988) with the opposite effect if the interest rate had been 100 basis points lower.

Financial liabilities:

If the average interest rate at a given date had been 100 basis points higher, with all other variables held constant, the fair value impact on the Statement of Financial Performance would have been R 43,122 (2015: R 51,209) with the opposite effect if the interest rate had been 100 basis points lower.

#### Cash flow interest rate risk

Financial instrument	Current interest rate	Due in less than a year	Due in one to two years	Due in two to five years	Due after five years	Total
Trade and other receivables - normal credit terms	13.96 %	44,209,765	13,618,154	-	-	57,827,919
Cash in current banking institutions	6.02 %	174,766,866	-	-	14,050	174,780,916
Fixed interest rate instruments	10.47 %	70,539,813	69,910,949	205,939,473	408,855,315	755,245,550
Variable interest rate instruments	9.19 %	1,202,156	1,111,592	2,088,783	-	4,402,531

### 45. Unauthorised expenditure

Opening balance	-	4,887,858
Written-off by council	-	(4,887,858)
	-	-

#### Overspending of the total amount per vote appropriated in the municipality's approved budget

Opening balance	3,715,273	18,021,157
Directorate: Council general	-	1,311,496
Directorate: Infrastructure and planning	-	2,403,777
Written-off by council	(3,715,273)	(18,021,157)
	-	3,715,273



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**45. Unauthorised expenditure (continued)**

The unauthorised expenditure for the 2014/2015 financial year was approved in terms of the 5th Adjustments Budget for 2014/2015, dated 22 January 2016.

**46. Fruitless and wasteful expenditure**

Opening balance	186,832	181,836
Plot clearing charges not collected	2,672	2,582
Sound equipment missing from Thusong Centre	-	8,000
Training costs	27,000	-
Injury on duty medical costs incurred	26,374	-
Recovered / written-off by council	(27,000)	(5,586)
	<b>215,878</b>	<b>186,832</b>

**47. Irregular expenditure**

Opening balance	1,234,206	4,547,590
Procuring goods and services without following any official procurement process	-	145,948
Irregular expenditure identified in current year but relating to prior years	-	647,695
Certified as irrecoverable and written-off / Recovered / Condoned	(1,040,915)	(4,107,027)
	<b>193,291</b>	<b>1,234,206</b>

Expenditure was incurred in contravention with the municipality's supply chain management policy. Irregular expenditure was approved in accordance with the supply chain management policy.

**48. Actual operating expenditure versus budgeted operating expenditure**

Refer to Appendix E(1) for the comparison of actual operating expenditure versus budgeted expenditure.

**49. Actual capital expenditure versus budgeted capital expenditure**

Refer to Appendix E(2) for the comparison of actual capital expenditure versus budgeted expenditure.

**50. Deviation from supply chain management regulations**

Paragraph 12(1)(d)(i) of Government gazette No. 27636 issued on 30 May 2005 states that a supply chain management policy must provide for the procurement of goods and services by way of a competitive bidding process.

Paragraph 36 of the same gazette states that the accounting officer may dispense with the official procurement process in certain circumstances, provided that he records the reasons for any deviations and reports them to the next meeting of the and includes a note to the financial statements.

Refer to pages 61 to 74 for the supply chain management deviations.

**51. Multi-employer retirement benefit information**

Overstrand Municipality makes provision for post-retirement benefits to eligible councillors and employees, who belong to different pension schemes.

One councillor belongs to the Pension Fund for Municipal Councillors.

Employees belong to a variety of approved Pension and Provident Funds as described below.

These funds are governed by the Pension Funds Act and include both defined benefit and defined contribution schemes.

All of these afore-mentioned funds are multi-employer plans and are subject to either a tri-annual, bi-annual or annual actuarial valuation, details which are provided below.

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**51. Multi-employer retirement benefit information (continued)**

The only obligation of the municipality with respect to the retirement benefit plans is to make the specified contributions. Where councillors / employees leave the plans prior to full vesting of the contributions, the contributions payable by the municipality are reduced by the amount of forfeited contributions.

The total expense recognised in the Statement of Financial Performance of R33.6 million (2014: R40.0 million) represents contributions payable to these plans by the municipality at rates specified in the rules of the plans. These contributions have been expensed.

**DEFINED BENEFIT SCHEMES****Cape Joint Pension Fund:**

The scheme is subject to an annual actuarial valuation. The last statutory valuation was performed as at 30 June 2015. The scheme both operates a Defined benefit and Defined contribution scheme.

**Defined Benefit Scheme:**

The contribution rate payable under the defined benefit section is 27%, 9% by the members and 18% (up to 31 January 2012) and 23.06% (from 1 February 2012) by their councils. The actuarial valuation report at 30 June 2015 disclosed an actuarial valuation amounting to R2.136 billion (2014 : R3.632 billion), with a net accumulated surplus of R21.948 million (2014 : R23.343 million (deficit)), with a funding level of 102.4% (2014 : 104.4%).

**Defined Contribution Scheme:**

The actuarial valuation report at 30 June 2015 indicated that the defined contribution scheme of the fund is in a sound financial position, with assets amounting to R1932.7 million (2014 : R566.7 million), net investment reserve of R0 million (2014 : R0 million) and a funding level of 100.0% (2014 : 100%).

**South African Local Authorities Pension Fund (SALA):**

The scheme is subject to an annual actuarial valuation. The last statutory valuation was performed as at 1 July 2015.

The statutory valuation performed as at 1 July 2015 revealed that the assets of the fund amounted to R13.413 billion (2014 : R12.658 billion), with funding levels of 100% (2014 : 100%). The contribution rate paid by members was 9% and by Council 18% and is sufficient to fund the benefits accruing from the fund in the future.

**DEFINED CONTRIBUTION SCHEMES****Cape Retirement Fund for Local Government:**

The scheme is subject to an annual actuarial valuation. The last statutory valuation was performed as at 30 June 2015.

The statutory valuation performed as at 30 June 2014 revealed that the assets of the fund amounted to R18.322 billion (2014 : R17.212 billion), with funding levels of 100% and 112.1% (2014 : 99.9% and 112.6%) for the Share Account and the Pensions Account respectively. The contribution rate paid by the members (8%) and the municipalities (19%) is sufficient to fund the benefits accruing from the fund in the future.

**Municipal Councillors Pension Fund:**

The scheme is subject to an actuarial valuation every three years. The last statutory valuation was performed as at 30 June 2015.

The statutory valuation performed as at 30 June 2015 revealed that the assets of the fund amounted to R2.552 billion (2014 : R2.229 billion) with funding levels of 101.08% (2014 : 98.83%). The contribution rate paid by the members (13.75%) and the municipalities (15.00%) is sufficient to fund the benefits accruing from the fund in the future.

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**51. Multi-employer retirement benefit information (continued)**

South African Municipal Workers Union National Provident Fund:

The last statutory valuation was performed as at 30 June 2014.

The statutory valuation performed as at 30 June 2014 revealed that the assets of the fund amounted to R6.574 billion (2011 : R4.022 billion) with funding levels of 111.7% (2011 : 111.1%). The contribution rate paid by the members not less than 7.50% and Council not less than 18.00% is sufficient to fund the benefits accruing from the fund in the future.

**52. Distribution losses****Water****Technical losses**

Rand value	149,143	300,931
No. of units (kl)	63,210	95,586
% loss	0.88 %	1.34 %

**Non-technical losses**

Rand value	5,299,387	5,018,708
No. of units (kl)	1,427,752	1,281,256
% loss	19.97 %	17.99 %

**Electricity****Technical losses**

Rand value	7,475,129	6,397,364
No. of units (kWh)	11,865,283	11,499,184
% loss	5.00 %	5.00 %

**Non-technical losses**

Rand value	2,003,861	986,495
No. of units (kWh)	3,180,732	1,773,212
% loss	1.34 %	0.77 %

Non-technical water losses to the amount of R 5,299,387 (19.97%) were incurred as a result of unmetered connections, aging pipeline infrastructure, burst pipes, old reticulation networks and other leakages. Alien vegetation infestation in watercourses and catchment areas are also a contributing factor as well as technical water losses to the amount of R 149,143 (0.88%).

Cost per kilolitre was calculated using the following basis:

The cost of water treatment and raw water is used in calculating the cost per kilolitre as follows:

General expenses (excluding departmental charges), direct labour attributable to the purification of water, depreciation based on the cost of attributable infrastructure assets and all repair and maintenance.

The total expenditure is then divided by the total kilolitres of water purified during the year and this equals the cost per kilolitre.

Electricity losses to the amount of R 7,475,129 (5.00%) were incurred as a result of technical losses caused by the nature of electricity and the manner of its distribution, via the network, status/condition and age of the network, weather conditions and load on the system as well as non-technical losses, e.g. theft and vandalism, to the amount of R 2,003,861 (1.34%).

**53. Awards to close family members of persons in the service of the state**

Refer to pages 75 to 76 for detail relating to awards made to close family members of persons in the service of the state during the 2015/2016 financial year.

Refer to the 2014/2015 Annual report for comparative detail.

**Notes to the Financial Statements**

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**54. Budget differences****Material differences between budget and actual amounts****Statement of Comparison of Budget and Actual Amounts and Appendix E(1)**

Statement of Financial Performance and Appendix E(1)

Revenue:

Rentals – 85.6% - Changes to SCOA classifications of revenue between rentals and other revenue has occurred.

Licences and permits – 10.7% - Received Filming and Trading licences above the expected revenue trend.

Other income – 39.2% - Revenue received in excess of budget amount. This is due to various factors, eg. increase in volume of building plans submitted and additional developers contributions and management fees revenue.

Interest Received – 31.0% - Interest received in excess of budget due to increased cash on hand and increase in interest rates.

Penalties imposed on property rates – (36.6%) – Fewer property owners defaulted on payment deadlines than budgeted for.

Fines – (25.0%) – The reduction in revenue resulted from a change in estimate.

Expenditure:

Depreciation and Amortisation – 10.3% - In collaboration with NT an asset management system was implemented leading to a change in estimate for depreciation.

Impairment loss – 100.0% – Budgeting subject to impracticalities for the determination of the outcome in advance.

Operating Lease rentals - (33.5%) - Expenditure incurred was less than anticipated.

Debt Impairment – (16.1%) – Reduced expenditure due to a change in estimate for the impairment of fines.

Inventory/Materials – (62.7%) – The reduction in the expenditure is due to less low cost housing inventory being transferred than anticipated.

Contracted services – (31.8%) – Reduction of expenditure due to cost containment measures.

General Expenses – 69.3% – Reduction of expenditure due to cost containment measures.

Other revenue and costs:

Loss on disposal of assets – 100% - Budgeting subject to impracticalities for the determination of the outcome in advance.

Fair value adjustments – 184.6% - Budgeting subject to impracticalities for the determination of a more accurate outcome in advance.

**Statement of Financial Position**

Inventories – 98.5% - The increase in inventory is due to less low cost housing inventory being transferred to expenditure than anticipated.

Receivables from exchange, receivables from non-exchange, operating leases and VAT – The budget does not provide for detail splitting of the various types of receivables therefore it is shown as one line item in the budget but separate line items in the financial statements. All these items need to be seen as a whole to determine the actual variance – 26.1%. The main contributor to this variance would be the VAT receivable amounting to R5.7m

Consumer Debtors – 11.7% - This variance relates mainly to the year on year increase in consumer accounts due to increase rates and service tariffs.

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**54. Budget differences (continued)**

Cash and Cash Equivalents – 74% - Additional cash generated due to increased revenue above budget and decreased budgeted expenditure due to cost containment measures.

Property Plant and Equipment and Heritage Assets - The budget does not provide a separate item for heritage assets and therefore it is included in PPE. All these items need to be seen as a whole to determine the actual variance – 13.5%. In collaboration with NT an asset management system was implemented leading to a change in asset values.

Intangible assets – 26.1% - In collaboration with NT an asset management system was implemented leading to a change in asset values.

Finance leases and borrowings - (5.8%) (in total but finance leases by itself is 100%) - The budget does not provide a separate item for finance leases and therefore it is included with borrowings. These items need to be seen as a whole to determine the actual variance. The same principle applies with regard to the long term portions. The actual variance is therefore below 10%.

Provisions and employee benefit obligation - 4.0% (in total but employee benefits by itself is 100%) - The budget does not provide a separate item for employee benefit obligation and therefore it is included with provisions. All these items need to be seen as a whole to determine the actual variance - (9.4%). The same principle applies with regard to the long term portions. The actual variance is therefore below 10%.

Unspent conditional grants - 100% - Budgeting subject to impracticalities for the determination of the outcome in advance.

Housing Development Fund – (17.4) – The reduction in the fund is due to Provincial Department of Human Settlements approval of expenditure of R400 000 for socio-economic development study.

Accumulated Surplus – 20.1% - The increase in accumulated surplus is largely due to the implementation of the asset management system in collaboration with NT leading to a change in asset values.

**Appendix E(2)**

Waste management - 66% - In collaboration with NT an asset management system was implemented leading to a change in the asset management policy.

Planning and development - 33% - In collaboration with NT an asset management system was implemented leading to a change in the asset management policy.

Sport and recreation - (35%) - Certain projects rolled over to the next financial year.

Water - (13%) - Certain projects rolled over to the next financial year.

Electricity - (20%) - Certain projects rolled over to the next financial year.

Corporate services - 19% - In collaboration with NT an asset management system was implemented leading to a change in the asset management policy.

Public safety - (70%) - Certain projects rolled over to the next financial year.

## Notes to the Financial Statements

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### 55. Public-private partnership

#### Gansbaai Landfill Site

The municipality entered into a public-private partnership during the 2010/11 financial year. The service consists of the chipping of garden waste to reduce the transportable volume and the hauling by road of all waste from the Public Drop-offs at Stanford and Pearly Beach to the Gansbaai Landfill as well as the operation of these two Public Drop-offs and the Gansbaai Landfill. The agreement is for a period of eight years terminating in the 2018/19 financial year.

The following facilities are made available to the Contractor:

#### Gansbaai Landfill Site:

Weighbridge, Office, ablution facilities, kitchen, Material Recovery Facility, Public Drop-off and limited container storage,

#### Stanford Drop-off:

Access Control Building, ablution facilities and limited container storage

#### Pearly Beach Drop-off:

Access Control Building, ablution facilities and limited container storage.

Equipment and materials made available to the Service Provider by the Employer, or purchased by the Service Provider with funds provided by the Employer for the performance of the Services shall be the property of the Employer and shall be marked accordingly.

The contract may be terminated by either party due to non-performance.

**SUPPLY CHAIN MANAGEMENT REPORT IN TERMS OF CLAUSE 6(2) OF THE SCM POLICY**

**DEVIATIONS FROM THE POLICY, APPROVED IN TERMS OF CLAUSE 36(1)(a) & 36(1)(a)(v)(b)-(g) FOR THE YEAR 2015/2016**

Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
1	HANNES PRETORIUS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 6,587.00	R 0.00	R 887.88	R 7,474.88	VARIOUS LOW COST HOUSING TRANSFERS: 5 GANSBAI AND 2 ZWELIHLE
2	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,431.59	R 0.00	R 1,180.41	R 9,612.00	OVERBERG / WCD ADVERT JULY 2015
3	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,513.16	R 0.00	R 491.84	R 4,005.00	ADVERTISEMENT OF PROPOSED LEASE OF A PORTION OF ERF 7553 TO PREWAY INVESTMENTS (AUTOHAVEN)
4	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 10,213.56	R 0.00	R 1,429.90	R 11,643.46	OVERSTRAND / WCD ADVERT
5	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,721.04	R 0.00	R 240.95	R 1,961.99	OVERSTRAND/WCD ADVERT
6	INDEPENDENT NEWSPAPERS (PTY) LTD	Clause 36(1)(a)(v)(d)	R 10,640.00	R 0.00	R 1,489.60	R 12,129.60	OVERBERG / WCD ADVERT FOR OVERBERG REGION JULY 2015
7	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,810.53	R 0.00	R 393.47	R 3,204.00	PLAAS NOTICE NR 74/2015 ERF 4833 HVK EEN KEER IN UITGAWE VAN 16 JULIE 2015 AFR ENG XHOSA
8	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,431.58	R 0.00	R 1,180.42	R 9,612.00	PLAAS NOTICE NR 75/2015 ERF 7490 HKR 1 KEER IN UITGAWES VAN 16/7/2015 & 23/7/2015. AFR, ENG, XHOSA
9	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,215.79	R 0.00	R 590.21	R 4,806.00	ERF 1462, SANDBAAI : PROPOSED REMOVAL OF RESTRICTIONS & REZONING
10	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,810.53	R 0.00	R 393.47	R 3,204.00	ERF 1821, SANDBAAI : PROPOSED DEPARTURE
11	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ERF 1 HAWSTON : PROPOSED SUBDIVISION, REZONING, DEPARTURE
12	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ADVERT SC 1621.2015
13	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 10,213.56	R 0.00	R 1,429.89	R 11,643.45	ADVERT SC 1620,1621,1623/2015
14	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,810.53	R 0.00	R 393.47	R 3,204.00	H TIMES AD: 20 X 4 (FOR 17/7/2015) NOMINATIONS MAYORAL AWARD
15	INDEPENDENT NEWSPAPERS (PTY) LTD	Clause 36(1)(a)(v)(d)	R 8,169.60	R 0.00	R 1,143.74	R 9,313.34	ADVERTS SC 1620,1621,1623/2015
16	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,810.53	R 0.00	R 393.47	R 3,204.00	PLASING VAN ADVERTENSIE OP DONDERDAG 16 JULIE 2015 ENG & AFR SNR BESTUURDER: SCM
17	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,030.70	R 0.00	R 144.30	R 1,175.00	PLASING VAN ADVERTENSIE IN DONDERDAG 16 JULIE 2015. SNR BESTUURDER SCM ENG & AFR
18	FYNBOS FORUM	Clause 36(1)(a)(v)(g)	R 2,600.00	R 0.00	R 0.00	R 2,600.00	LEON STEYN - REGISTRATION FEE FOR 2015 FYNBOS FORUM CONFERENCE (3-6 AUGUST 2015)
19	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 774.47	R 0.00	R 108.43	R 882.90	ADVERT: GGB 210 - KLEINKAAP KWEKERY
20	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 774.47	R 0.00	R 108.43	R 882.90	ADVERT: GFK 462 - STRANDVELD MUSEUM
21	ASSOCIATION OF MUNICIPAL ELECT	Clause 36(1)(a)(v)(e)	R 7,543.86	R 0.00	R 1,056.14	R 8,600.00	2015 AMEU CONVENTION REGISTRATION FOR MR DANIE MAREE AND KOOS DU PLESSIS
22	SACCTN MARKETING CC	Clause 36(1)(a)(v)(d)	R 3,464.92	R 0.00	R 485.08	R 3,950.00	STANDARD ENTRY IN MAGAZINE
23	BEAUFORT MANOR GUESTHOUSE CC	Clause 36(1)(a)(v)(e)	R 1,315.79	R 0.00	R 184.21	R 1,500.00	VERBLIF VIR JOHAN VAN TAAK 29 & 30 JULIE 2015 PLUS ONTBYT
24	CAPE TOWN VISITOR SERVICES ASS	Clause 36(1)(a)(v)(d)	R 16,207.35	R 0.00	R 2,269.03	R 18,476.38	HALF PAGE ADVERT IN CAPE TOWN VISITORS GUIDE 2016.
25	SOUTH AFRICAN COUNCIL FOR PLAN	Clause 36(1)(a)(v)(f)	R 2,735.00	R 0.00	R 0.00	R 2,735.00	ANNUAL MEMBERSHIP FEES FOR HENK OLIVIER
26	UYLENVLEI RETREAT	Clause 36(1)(a)(v)(g)	R 3,080.00	R 0.00	R 0.00	R 3,080.00	TMT STRATEGIC SESSION AT UYLENVLEI RETREAT GANSBAAI
27	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 3,033.19	R 0.00	R 182.81	R 3,216.00	VLUGBESPREKING VIR HANRE BLIGNAUT 12 - 14 AUGUSTUS 2015
28	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,010.00	R 0.00	R 1,121.40	R 9,131.40	ADVERTS SC 1618+1624/2015
29	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 10,213.56	R 0.00	R 1,429.89	R 11,643.45	ADVERTS SC 1618+1622+1624/2015
30	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 8,832.01	R 0.00	R 1,236.48	R 10,068.49	ADVERTS SC 1618+1622+1624/2015
31	(SUNDAY)	Clause 36(1)(a)(v)(d)	R 30,039.00	R 0.00	R 4,205.46	R 34,244.46	ADVERT SC 1618/2015
32	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,404.52	R 0.00	R 476.63	R 3,881.15	ADVERT SC1631.2015
33	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,649.60	R 0.00	R 370.94	R 3,020.54	ADVERT SC 1631.2015
34	JOOSTE & SEMER PROKUREURS - CL	Clause 36(1)(a)(v)(c)	R 4,000.00	R 0.00	R 560.00	R 4,560.00	OVERSTRAND MUN / ESTATE LATE NEUMAN ERF 844 STANFORD
35	VAN DYK LOOTS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 19,040.00	R 0.00	R 0.00	R 19,040.00	NOTARIELE AKTE VAN SERWITUUT VIR GED 6, 45, 46 & 47 VAN BAARDSCHERDERSBOSCH PLAAS 213
36	VAN DYK LOOTS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 1,254.00	R 0.00	R 0.00	R 1,254.00	VIR SYMINGTON EN DE KOK VIR SERWITUUT OP GED 45, 46 VAN PLAAS BAARDSCHERDERSBOCH NR 213
37	VAN DYK LOOTS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 2,722.00	R 0.00	R 0.00	R 2,722.00	SERWITUTE: GEDEELTE 47 VAN DIE PLAAS BAARDSCHERDERS BOSCH NR 213
38	BEAUFORT MANOR GUESTHOUSE CC	Clause 36(1)(a)(v)(e)	R 1,254.39	R 0.00	R 175.61	R 1,430.00	2 NIGHT'S ACCOMM PLUS BREAKFAST: IDP MEETING _ ROCHELLE LOUW (BEAUFORT-WES)
39	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,513.16	R 0.00	R 491.84	R 4,005.00	OVERSTRAND MUNICIPALITY DRAFT STANDARD BY-LAW RELATING TO MUNICIPAL LAND USE PLANNING
40	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 611.93	R 0.00	R 85.67	R 697.60	OVERSTRAND MUNICIPALITY DRAFT STANDARD BY-LAW RELATING TO MUNICIPAL LAND USE PLANNING
41	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 843.16	R 0.00	R 118.04	R 961.20	PUBLIKASIE VAN MK 81/2015 (AUG RAADSVERG)
42	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 236.84	R 0.00	R 33.16	R 270.00	PUBLIKASIE VAN MK 81/2015 (AUG RAADSVERG)
43	CUMMINGS GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 1,605.26	R 0.00	R 224.74	R 1,830.00	COMMUNITY BASED TRAINING AT WELLINGTON FOR MANAGERS
44	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ADVERT SC 1626.2015
45	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 13,618.08	R 0.00	R 1,906.52	R 15,524.60	ADVERT SC 1626 1632 1630 1627/2015
46	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 10,819.20	R 0.00	R 1,514.69	R 12,333.89	ADVERT SC 1626 1632 1630 1627/2015
47	CHIN ATTORNEYS	Clause 36(1)(a)(v)(c)	R 1,627.90	R 0.00	R 227.90	R 1,855.80	KLEYNHANS FAM TRUST: FERNKLOOF FENCING
48	BRADLEY CONRADIE HALTON CHEADL	Clause 36(1)(a)(v)(c)	R 33,134.00	R 0.00	R 4,638.76	R 37,772.76	ADVICE: S78 PROCESS
49	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 12,844.26	R 0.00	R 1,798.20	R 14,642.46	OVE4/0031 PARADISE PARK



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
50	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 957.50	R 0.00	R 134.05	R 1,091.55	OVE4/0060 TRANSFER ERF 2549 ONRUS
51	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,388.00	R 0.00	R 334.32	R 2,722.32	OVE4/0065 DAWID WILLOUGHBY ABBOTT
52	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2.00	R 0.00	R 0.28	R 2.28	OVE4/0069 BUFFELSJACHTS
53	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 29,360.50	R 0.00	R 4,110.47	R 33,470.97	OVE4/0073 ERF 1163 PRINGLE BAY
54	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,597.14	R 0.00	R 363.60	R 2,960.74	OVE4/0077 BERHOF
55	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 37,462.97	R 0.00	R 5,244.79	R 42,707.76	OVE4/0079 ERF 9024 ZWELIHLE
56	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 130,467.58	R 0.00	R 18,265.48	R 148,733.06	OVE4/0086 WHALECOVE MEMO
57	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 9,931.22	R 0.00	R 1,390.37	R 11,321.59	OVE4/0088 ERF969 FRANSKRAAL GANSBAAI
58	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ADVERT SC 1633.2015
59	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,404.52	R 0.00	R 476.63	R 3,881.15	ADVERT SC 1633.2015
60	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,649.60	R 0.00	R 370.94	R 3,020.54	ADVERT SC 1633.2015
61	SACCTN MARKETING CC	Clause 36(1)(a)(v)(d)	R 5,701.75	R 0.00	R 798.25	R 6,500.00	ADVERTISING IN THE CAMP & LIVE MAGAZINE FOR THE ONRUS CARAVAN PARK
62	HANNES PRETORIUS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 14,115.00	R 0.00	R 1,902.60	R 16,017.60	VARIOUS LOW COST HOUSING TRANSFERS : 1 HAWSTON,13 GANSBAAI, 1 ZWELIHLE
63	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 5,340.00	R 0.00	R 747.60	R 6,087.60	PLAAS NOTICE NR 80/2015 MARINERS VILLAGE RETIREMENT 1 KEER IN UITGAWE VAN 21/8/2015. AFR ENG XHOSA
64	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ERF 8168, KLEINMOND: PROPOSED SUBDIVISION, REZONING, AMENDMENT OF SDF
65	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 7,026.32	R 0.00	R 983.68	R 8,010.00	ERF 538, SANDBAAI: PROPOSED REMOVAL OF RESTRICTIONS PLASING VAN ADV. IN HERMANUS TIMES VAN DO 20/08/2015
66	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 7,928.23	R 0.00	R 1,109.95	R 9,038.18	ENG & AFR WC0326360
67	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 18,795.34	R 0.00	R 2,631.35	R 21,426.69	PLASING VAN ADV. IN DIE BURGER VAN SAT. 22 AUG 2015 - AFR. WC0326360
68	GANSBAAI COURANT BK (CLOSED US	Clause 36(1)(a)(v)(d)	R 258.77	R 0.00	R 36.23	R 295.00	PLASING VAN MK87/2015 (20/08/15) - PUBLIEKE VERG - VERKIESING VAN SOSIALE AKKOORD
69	BREDASDORP VLAKTE FIRE PROTECT	Clause 36(1)(a)(v)(f)	R 3,564.00	R 0.00	R 0.00	R 3,564.00	GREATER OVERBERG FPA ANNUAL MEMBERSHIP FEE. APRIL 2015 - MARCH 2016
70	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 3,779.97	R 0.00	R 180.67	R 3,960.64	VLUGKAARTJIE S MULLER NA JHB - 15/9 - 20/9 WATER SUMMIT
71	GARDEN COURT SANDTON CITY	Clause 36(1)(a)(v)(e)	R 10,870.56	R 0.00	R 1,521.84	R 12,392.40	VERLBYF KOOS DU PLESSIS : AMEU CONVENTION 3-7 OCT
72	HANNES PRETORIUS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 2,815.00	R 0.00	R 385.00	R 3,200.00	RECTIFICATION TRANSFER ERF 160 ZWELIHLE (SIZA / OVERSTRAND MUNICIPALITY / POYO)
73	HANNES PRETORIUS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 6,667.00	R 0.00	R 887.88	R 7,554.88	VARIOUS LOW COST HOUSING TRANSFERS : 7 GANSBAAI
74	PROTEA HOTEL CUMBERLAND WORCES	Clause 36(1)(a)(v)(e)	R 2,298.60	R 0.00	R 321.80	R 2,620.40	ACCOM 2 NIGHTS: R LOUW_ DISTRICT IDP WORKSHOP 26-27 AUG 2015
75	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 3,277.48	R 0.00	R 363.80	R 3,641.28	FLIGHT TICKETS
76	SOUTHVIEW LODGE (SKYLITE INVES	Clause 36(1)(a)(v)(e)	R 7,315.79	R 0.00	R 1,024.21	R 8,340.00	ACCOMMODATION
77	ESRI (ENVIRONMENTAL SYSTEMS RE	Clause 36(1)(a)(v)(g)	R 15,000.00	R 0.00	R 2,100.00	R 17,100.00	STEPHEN MULLE , MARISSA RADY AND TARRON DRY TO ATTEND A ESRI USER CONFERENCE IN CAPE TOWN
78	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,810.53	R 0.00	R 393.47	R 3,204.00	PLAAS NOTICE NR 89/2015 ERF 10347 HNC 1 KEER IN UITGAWE VAN 27/8/2015. AFR ENG XHOSA
79	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,513.16	R 0.00	R 491.84	R 4,005.00	PLAAS NOTICE NR 90/2015 ERF 456 HWC 1 KEER IN UITGAWE VAN 27/8/2015. AFR ENG XHOSA
80	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 16,020.00	R 0.00	R 2,242.80	R 18,262.80	ADVERTS SC1629,1635,1637,1639
81	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 841.40	R 0.00	R 117.80	R 959.20	ADVERT SC 1635/2015
82	HOEDJIESBAAI HOTEL	Clause 36(1)(a)(v)(e)	R 1,438.60	R 0.00	R 201.40	R 1,640.00	ACCOMMODATION (B&B) CFO FORUM : 4 SEPT 2015 : SALDANHA BAY
83	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,809.04	R 0.00	R 953.26	R 7,762.30	ADVERTS SC 1634+1638/2015
84	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,810.53	R 0.00	R 393.47	R 3,204.00	ERF 1506, VERMONT : PROPOSED CONSENT USE (COMMUNICATION BASE STATION)
85	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 5,520.00	R 0.00	R 772.80	R 6,292.80	ADVERTS SC 1634+1638/2015
86	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,810.53	R 0.00	R 393.47	R 3,204.00	KENNISG. NR.88/2015 PLASING 27/08/2015 AANSUIWERINGSBEGROTING (OORROL PROJ) HERSIENE DBIP 2015/2016
87	ESRI (ENVIRONMENTAL SYSTEMS RE	Clause 36(1)(a)(v)(g)	R 5,000.00	R 0.00	R 700.00	R 5,700.00	ESRI AFRICA USER CONFERENCE 2015: DELEGATE CRAIG JOHNSON
88	STRAND TOWER HOTEL	Clause 36(1)(a)(v)(e)	R 11,663.51	R 0.00	R 1,596.49	R 13,260.00	5 X VERBLIF (STEPHEN MULLER , TARRON DRY, ASHLEY GAHL , LEEANN RAUCH, MARISSA RADYN
89	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 9,836.84	R 0.00	R 1,377.16	R 11,214.00	PLAAS NOTICE NR 94/2015 ERWE 192 & 11463 HWC 1 X IN UITGAWES VAN 3/9/2015 & 10/9/2015. AFR ENG XHOSA
90	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ERVEN 3510 & 3511, ONRUS RIVER : PROPOSED CONSOLIDATION & REZONING
91	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,431.58	R 0.00	R 1,180.42	R 9,612.00	ERF 661, VERMONT : REMOVAL OF RESTRICTIONS & DEPARTURE
92	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	NOTICE NO: 95/2015 TIME SCHEDULE
93	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 1,405.26	R 0.00	R 196.74	R 1,602.00	10 X 2 GREYSKALE KENNISGEWING VIR PUBLIEKE VERGADERING IN DIE HERMANUS TIMES VAN 3 SEPTEMBER 2015. S
94	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,812.29	R 0.00	R 391.71	R 3,204.00	TRANSFER OF HAWSTON RESIDENTIAL ERVEN : NOTICE 72/2015
95	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,810.53	R 0.00	R 393.47	R 3,204.00	TRANSFER OF ERF 2925, HAWSTON (BUSINESS ERF) : MUNICIPAL NOTICE 58/2015
96	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 843.16	R 0.00	R 118.04	R 961.20	PUBLIKASIE VAN MK 96/2015 (SEPT 2015 RAADSVERG)
97	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 521.93	R 0.00	R 73.07	R 595.00	NOTICE NO: 95/2015 TIME SCHEDULE
98	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 236.84	R 0.00	R 33.16	R 270.00	PUBLIKASIE VAN MK 96/2015 (SEPT 2015 RAADSVERG)

Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line discription
99	GANSBAAI COURANT BK (CLOSED US	Clause 36(1)(a)(v)(d)	R 258.77	R 0.00	R 36.23	R 295.00	PUBLIC MEETING ADVERTISEMENT
100	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 14,078.99	R 0.00	R 1,971.05	R 16,050.04	PLASING VAN GROEP ADV IN HERMANUS TIMES VAN 03 SEPT 2015 ENG & AFR
101	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 20,883.72	R 0.00	R 2,923.71	R 23,807.43	PLASING VAN ADVERTENSIE IN DIE BURGER VAN SAT 05/09/2015 LOODGIETER GB AFR
102	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 5,142.00	R 0.00	R 719.88	R 5,861.88	OVE4/0031 PARADISE PARK
103	VAN HUYSTEEN & GENOTE	Clause 36(1)(a)(v)(c)	R 65,118.43	R 0.00	R 0.00	R 65,118.43	WORK DONE ON VARIOUS FILES (DEBT COLLECTION) FOR THE MONTH OF JULY 2015
104	PRESIDENT HOTEL FREE STATE (PT	Clause 36(1)(a)(v)(e)	R 1,836.57	R 0.00	R 257.12	R 2,093.69	2 NIGHTS HOTEL ACCOMMODATION PLUS TRANSPORT TO AND FROM AIRPORT
105	HANNES PRETORIUS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 5,646.00	R 0.00	R 761.04	R 6,407.04	VARIOUS LOW COST HOUSING TRANSFERS : 2 HAWSTON, 1 MT PLEASANT AND 3 ZWELIHLE
106	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,107.89	R 0.00	R 295.10	R 2,402.99	PLASING VAN ADVERTENSIE VIR PUBLIEKE WYKSKOMITTEE VERGADERING
107	THE ARNISTON HOTEL (PTY) LTD	Clause 36(1)(a)(v)(e)	R 6,359.65	R 0.00	R 890.35	R 7,250.00	10 X SINGLE ROOMS AT THE DUNES AT ARNISTON (ARNISTON HOTEL & HERBERG) FOR NIGHT OF 22 SEPT.
108	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,010.00	R 0.00	R 1,121.40	R 9,131.40	ADVERTS SC 1641+1642/2015
109	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 12,481.52	R 0.00	R 1,747.41	R 14,228.93	OVE4/0079 ERF 9024 ZWELIHLE
110	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 24.00	R 0.00	R 3.36	R 27.36	OVE4/0081 GOLDEN HARVEST RETIREMENT CARE CENTRE
111	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,845.67	R 0.00	R 258.39	R 2,104.06	OVE4/0082 IMATU OBO HZ BOSHOF
112	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 27,256.33	R 0.00	R 3,815.89	R 31,072.22	OVE4/0086 WHALECOVE MEMO
113	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 21,300.50	R 0.00	R 2,982.07	R 24,282.57	OVE4/0088 ERF 969 FRANSKRAAL GANSBAAI
114	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 562.50	R 0.00	R 78.75	R 641.25	OVE4/0060 TRANSFER OF ERF 2549 ONRUS
115	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 90,037.06	R 0.00	R 12,605.19	R 102,642.25	OVE4/0065 DAWID WILLOUGHBY ABBOTT
116	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 7,378.01	R 0.00	R 1,032.92	R 8,410.93	OVE4/0070 MARYNA WILHEMIEN SMITH
117	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,603.00	R 0.00	R 224.42	R 1,827.42	OVE4/0071 SANDMINE
118	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 21,945.00	R 0.00	R 3,072.30	R 25,017.30	OVE4/0073 ERF1163 PRINGLE BAY
119	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 8,515.84	R 0.00	R 1,192.21	R 9,708.05	OVE4/0077 BERGHOF
120	FAIRBRIDGES WETHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 21,215.65	R 0.00	R 2,970.19	R 24,185.84	OVE4/0091 HERMANUS BEACH CLUB HOMEOWNERS ASSOCIATION
121	SUNDOWN MANOR	Clause 36(1)(a)(v)(e)	R 2,368.42	R 0.00	R 331.58	R 2,700.00	B&B @ SUNDOWN MANOR, CPT 16-17/9/2015 BYTES W/SHOP & SAMRAS USERGROUP MEETING
122	HOEDJIESBAAI HOTEL	Clause 36(1)(a)(v)(e)	R 622.81	R 0.00	R 87.19	R 710.00	ACCOMODATION FOR VANESSA BENANS & CHANTELE HILL INCLU BREAKFAST
123	VAN HUYSTEEN & GENOTE	Clause 36(1)(a)(v)(c)	R 50,474.15	R 0.00	R 0.00	R 50,474.15	ORDER FOR WORK DONE IN AUGUST 2015
124	HOEDJIESBAAI HOTEL	Clause 36(1)(a)(v)(e)	R 622.81	R 0.00	R 87.19	R 710.00	ACCOMMODATION FOR MR. KOSI IN SALDANHA BAY INCLU BREAKFAST
125	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,010.00	R 0.00	R 1,121.40	R 9,131.40	ADVERTS SC 1643+1645/2015
126	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 764.91	R 0.00	R 107.09	R 872.00	ADVERTS SC 1643/2015
127	WHALE TALK	Clause 36(1)(a)(v)(d)	R 4,394.50	R 0.00	R 0.00	R 4,394.50	PLACE KALFIEFEES AD IN WHALE TALK AND REFER TO OLD ORDER NUMBER 197898 PER INVOICE
128	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,322.50	R 0.00	R 185.15	R 1,507.65	OVE4/0071 SANDMINE
129	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,809.04	R 0.00	R 953.26	R 7,762.30	ADVERTS SC 1643+1645/2015
130	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 5,520.00	R 0.00	R 772.80	R 6,292.80	ADVERT SC 1643+1645/2015
131	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,513.16	R 0.00	R 491.84	R 4,005.00	ADVERTENSIE VIR GOEDKEURING
132	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 5,621.06	R 0.00	R 786.94	R 6,408.00	PLACE MUNICIPAL SHOWCASE ADS IN HMNS TIMES ON 24 SEPTEMBER AND 1 OCTOBER
133	WHALE COAST FM	Clause 36(1)(a)(v)(d)	R 2,860.00	R 0.00	R 0.00	R 2,860.00	RADIO ADVERT ON WHALE COAST FM AS PER QUOTE
134	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 5,693.48	R 0.00	R 523.40	R 6,216.88	RETURN FLIGHTS CPT/OR TAMBO/CPT 4 - 7/09/2015 IMFO CONFERENCE IN JHB
135	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 1,238.82	R 0.00	R 0.00	R 1,238.82	2 DAY CAR HIRE 28 & 29 SEPT' 2015 IN PRETORIA FOR DIRECTOR MADIKANDE
136	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 4,456.06	R 0.00	R 454.94	R 4,911.00	FLIGHT BOOKING 28-29 SEPT FOR DIRECTOR MADIKANE FROM CPT - JHB
137	PROTEA HOTEL HATFIELD	Clause 36(1)(a)(v)(e)	R 1,130.79	R 0.00	R 158.31	R 1,289.10	ACCOMMODATION BOOKING FOR DIRECTOR MADIKANE 28 - 29 SEPT FOR 1 NIGHT INCLU BREAKFAST & DINNER
138	BRADLEY CONRADIE HALTON CHEADL	Clause 36(1)(a)(v)(c)	R 19,750.00	R 0.00	R 2,765.00	R 22,515.00	S78 PROCESS (J MACROBERT / HOLT)
139	VAN HUYSTEEN & GENOTE	Clause 36(1)(a)(v)(c)	R 57,956.42	R 0.00	R 0.00	R 57,956.42	ORDER FOR WORK DONE IN SEPTEMBER 2015 - LEGAL ACTION
140	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 3,145.00	R 0.00	R 0.00	R 3,145.00	CAR RENTAL
141	BELL ROSEN GUESTHOUSE CC	Clause 36(1)(a)(v)(e)	R 1,368.43	R 0.00	R 191.57	R 1,560.00	ACCOMMODATION FOR ZINTLE MAZUTHU FOR IAT (IIA) COURSE IN BELLVILLE 5-7 OCTOBER 2015
142	MONTE ROSA GUEST HOUSE	Clause 36(1)(a)(v)(e)	R 1,964.92	R 0.00	R 275.08	R 2,240.00	VERBLIF JOHAN VAN TAAK 19-23 OCT 2015 - WASTE FORUM
143	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,809.04	R 0.00	R 953.26	R 7,762.30	ADVERTS SC 1640+1646/2015
144	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 5,520.00	R 0.00	R 772.80	R 6,292.80	ADVERTS SC 1640+1646/2015
145	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 9,542.00	R 0.00	R 28.00	R 9,570.00	ACCOMMODATION (B&B&DINNER) CITY LODGE, OR TAMBO, JHB 4-7/10/2015
146	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 16,690.48	R 0.00	R 2,336.67	R 19,027.15	PLASING VAN GROEP ADV IN HERMANUS TIMES VAN DO 01/10/2015 (AFR & ENG)
147	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,431.58	R 0.00	R 1,180.42	R 9,612.00	PLAAS NOTICE NR 101/2015 ERF 2228 HVK 1 KEER IN UITGAWES VAN 8/10/2015 & 15/10/2015. AFR ENG XHOSA



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
148	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 9,836.84	R 0.00	R 1,377.16	R 11,214.00	PLAAS NOTICE NR 102/2015 ERF 4690 HNC 1 X IN DIE UITGAWES VAN 8/10/2015 EN 15/10/2015 AFR ENG XHOSA
149	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	HERMANUS TIMES ADVERT - BEACH STALL PROPOSALS
150	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,248.42	R 0.00	R 314.78	R 2,563.20	HERMANUS CBD REVITALIZATION (REGENERATION) FRAMEWORK : PHASE II - DRAFT REPORT
151	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,404.52	R 0.00	R 476.63	R 3,881.15	ADVERT SC 1649.2015
152	GANSBAAI COURANT BK INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 1,043.86	R 0.00	R 146.14	R 1,190.00	AD IN GANSBAAI COURANT ON 24 SEPT & 01 OCT _ HALFPAGE : R1190.00 (INCL. VAT)
153	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(d)	R 2,649.60	R 0.00	R 370.94	R 3,020.54	ADVERT SC 1649.2015
154	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 39,963.73	R 0.00	R 5,594.90	R 45,558.63	OVE4/0031 PARADISE PARK
155	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 39,670.17	R 0.00	R 5,553.82	R 45,223.99	OVE4/0088 ERF 969 FRANSKRAAL GANSBAAI
156	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 9,992.83	R 0.00	R 1,399.00	R 11,391.83	OVE4/0086 WHALECOVE MEMO
157	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,604.00	R 0.00	R 364.56	R 2,968.56	OVE4/0079 ERF 9025 ZWELIHLE
158	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 3,207.50	R 0.00	R 449.05	R 3,656.55	OVE4/0077 BERGHOF
159	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 10,820.17	R 0.00	R 1,514.82	R 12,334.99	OVE4/0073 ERF1163 PRINGLE BAY
160	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,320.50	R 0.00	R 184.87	R 1,505.37	OVE4/0071 SANDMINE
161	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,425.00	R 0.00	R 199.50	R 1,624.50	OVE4/0070 MARYNA WILHEMIEN SMITH
162	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 15,416.34	R 0.00	R 2,158.29	R 17,574.63	OVE4/0065 DAWID WILLOUGHBY ABBOTT
163	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 8,459.83	R 0.00	R 1,184.38	R 9,644.21	OVE4/0060 TRANSFER ERF 2549 ONRUS
164	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,688.83	R 0.00	R 236.44	R 1,925.27	OVE4/0005 HAWSTON SE FARMS FOUNDATION
165	FAIRBRIDGES WETHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 15,809.50	R 0.00	R 2,213.33	R 18,022.83	OVE4/0091 HERMANUS BEACH CLUB HOMEOWNERS ASSOCIATION
166	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 843.16	R 0.00	R 118.04	R 961.20	PUBLIKASIE VAN MK 104/2015 (OKT 2015 RAADSVERGADERING)
167	GANSBAAI COURANT BK OVERBERG PROMOTIONS AND PUBLIS	Clause 36(1)(a)(v)(d)	R 236.84	R 0.00	R 33.16	R 270.00	PUBLIKASIE VAN MK 104/2015 (OKT 2015 RAADSVERGADERING)
168	THE INSTITUTE OF INTERNAL AUDI	Clause 36(1)(a)(v)(d)	R 16,500.00	R 0.00	R 0.00	R 16,500.00	ADVERT - DOUBLE PAGE SPREAD 2015 IN OVERBERG WINE GUIDE.
169	MOUNTVIEW RESORT & LIFESTYLE V	Clause 36(1)(a)(v)(g)	R 4,385.97	R 0.00	R 614.03	R 5,000.00	17TH IIA CONFERENCE, GOUDINI SPA 14 - 16 OCTOBER 2015. DOMINIC VAN DER HEEVER TO ATTEND.
170	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(e)	R 10,526.32	R 0.00	R 1,473.68	R 12,000.00	ACCOMMODATION 29/11 - 04/12
171	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 1,398.43	R 0.00	R 195.78	R 1,594.21	PLASING VAN ADVERTENSIE IN DIE OVERSTRAND HERALD VAN DO 15/10/2015 (AFR & ENG) SEISOENWERKERS
172	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 18,795.34	R 0.00	R 2,631.35	R 21,426.69	PLASING VAN ADVERTENSIE IN DIE BURGER VAN 10/10/2015 (AFR) BOU-INSPEKTEUR CAM124963
173	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 8,567.10	R 0.00	R 1,199.38	R 9,766.48	PLASING VAN ADVERTENSIE IN HERMANUS TIMES VAN DO 08/10/2015 (AFR & ENG) BOU-INSPEKTEUR CAM125002
174	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,404.52	R 0.00	R 476.63	R 3,881.15	ADVERT SC 1651.2015
175	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,323.68	R 0.00	R 885.32	R 7,209.00	PLASING VAN ADVERTENSIE IN DIE HERMANUS TIMES VAN DON 15/10/2015 ENG & AFR SEISOENWERKERS
176	GANSBAAI COURANT BK INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,061.40	R 0.00	R 288.60	R 2,350.00	PLASING VAN ADVERTENSIE IN DIE GANSBAAI COURANT VAN DO 15/10/2015 (ENG & AFR) SEISOENWERKERS
177	HOEDJIESBAAI HOTEL	Clause 36(1)(a)(v)(d)	R 2,649.60	R 0.00	R 370.94	R 3,020.54	ADVERT SC 1651.2015
178	HOEDJIESBAAI HOTEL	Clause 36(1)(a)(v)(e)	R 690.00	R 0.00	R 0.00	R 690.00	VERBLYF EN ONTBYT VIR KOOS DU PLESSIS 12 NOVEMBER AMEU
179	HOEDJIESBAAI HOTEL	Clause 36(1)(a)(v)(e)	R 690.00	R 0.00	R 0.00	R 690.00	VERBLYF VIR DANIE MAREE 12 NOVEMBER 2015 AMEU
180	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,161.84	R 0.00	R 442.66	R 3,604.50	PLASING VAN MK108/2015 OP 22 OKT IN AFR, ENG & XHOSA: GED 7 & 19/654: O/V EN KONSOLIDASIE
181	BRADLEY CONRADIE HALTON CHEADL	Clause 36(1)(a)(v)(c)	R 19,750.00	R 0.00	R 2,765.00	R 22,515.00	ADVICE: S78 PROCESS
182	CHIN ATTORNEYS	Clause 36(1)(a)(v)(c)	R 5,651.64	R 0.00	R 791.23	R 6,442.87	FERNKLOOF ESTATE FENCING / KLEYNHANS FAMILY TRUST
183	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 53,182.25	R 0.00	R 7,445.51	R 60,627.76	OVE4/0090: CODE OF CONDUCT - SPEAKER / QUALIFICATION UWC
184	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 36,501.95	R 0.00	R 5,110.27	R 41,612.22	OVE4/0089: HENDRICKS
185	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 4,754.33	R 0.00	R 665.60	R 5,419.93	OVE4/0089 HENDRICKS
186	AMBROSIA MINERAL WATER (PTY) L	Clause 36(1)(a)(v)(e)	R 3,000.00	R 0.00	R 420.00	R 3,420.00	LG SCM INDABA 19-20 NOV '15 AT THE DUNES RESORT & HOTEL KEURBOOMSTRAND
187	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 447.20	R 0.00	R 0.00	R 447.20	CAR RENTAL FOR WATER RESEARCH CONVENTION HELD IN JOHANNESBURG
188	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,215.79	R 0.00	R 590.21	R 4,806.00	NOTICE 114: PUBLIC MEETINGS: IDP - 30X4 HL 221015 AFR ENG XHO
189	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,255.65	R 0.00	R 595.79	R 4,851.44	ADVERT SEC 116 LATERAL DYNAMICS
190	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,649.60	R 0.00	R 370.94	R 3,020.54	ADVERT SEC 116 LATERAL DYNAMICS
191	PAARL BOUTIQUE HOTEL	Clause 36(1)(a)(v)(e)	R 760.00	R 0.00	R 0.00	R 760.00	26 NOV - ACCOMM: PAARL BOUTIQUE HOTEL (D ARRISON). BREAKFAST INCL
192	THE POINT HOTEL	Clause 36(1)(a)(v)(e)	R 745.61	R 0.00	R 104.39	R 850.00	WESGRO RTO MEETING (12/ 13 NOVEMBER); ONE NIGHT ACCOMMODATION - JOANNE KUNZ
193	VAN HUYSTEEN & GENOTE	Clause 36(1)(a)(v)(c)	R 59,119.20	R 0.00	R 0.00	R 59,119.20	ORDER FOR WORK DONE IN OCTOBER 2015 - LEGAL ACTION
194	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ADVERT SC 1656/2015
195	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,809.04	R 0.00	R 953.26	R 7,762.30	ADVERT SC 1653+1656/2015
196	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 5,299.20	R 0.00	R 741.89	R 6,041.09	ADVERT SC 1653+1656/2015



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line discription
197	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 3,509.23	R 0.00	R 443.77	R 3,953.00	FLIGHT BOOKING FOR DIRECTOR MADIKANE
198	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 1,267.83	R 0.00	R 34.38	R 1,302.21	CAR RENTAL FOR DIRECTOR MADIKANE 28-30 OCT' 2015
199	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 9,836.84	R 0.00	R 1,377.16	R 11,214.00	ERF 1186, VERMONT: REMOVAL OF RESTRICTIONS, SUBDIVISION & DEPARTURE
200	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,372.63	R 0.00	R 472.17	R 3,844.80	ERF 728, PRINGLE BAY: PROPOSED SUBDIVISION
201	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,404.52	R 0.00	R 476.63	R 3,881.15	ADVERT SC 1655/2015
202	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ADVERT SC 1655/2015
203	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,870.40	R 0.00	R 401.86	R 3,272.26	ADVERT SC 1655/2015
204	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,107.89	R 0.00	R 295.10	R 2,402.99	OVERSTRAND MUN PUB WYKSKOMITTE VERG-000000 -15X4-HLO51115
205	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,091.58	R 0.00	R 432.82	R 3,524.40	ADVERTISE PUBLIC NOTICE BEFORE 6NOV FOR INPUT ON PRINGLE BAY AND BETTYS BAY MANAGEMENT PLANS
206	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,215.79	R 0.00	R 590.21	R 4,806.00	PLAAS NOTICE NR 118/2015 ERF 476 HWC 1 X IN UITGAWE VAN 12 NOV 2015 AFR ENG XHOSA
207	BRADLEY CONRADIE HALTON CHEADL	Clause 36(1)(a)(v)(c)	R 11,435.00	R 0.00	R 1,600.90	R 13,035.90	ADVICE: S78 PROCESS PO NO 204756 (MACROBERT)
208	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,015.50	R 0.00	R 142.17	R 1,157.67	OVE4/0090 - CODE OF CONDUCT (C GROENEWALD)
209	GANSBAAI COURANT BK (CLOSED US	Clause 36(1)(a)(v)(d)	R 487.63	R 0.00	R 68.27	R 555.90	PUBLIC MEETING ADVERTISEMENT MK 4
210	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 20,462.86	R 0.00	R 2,859.30	R 23,322.16	OVE4/0031 PARADISE PARK
211	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 843.16	R 0.00	R 118.04	R 961.20	PUBLIKASIE VAN MK 120/2015 (NOV 2015 RAADSVERGADERING)
212	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 236.84	R 0.00	R 33.16	R 270.00	RAADSVERGADERING)
213	VAN HUYSTEEN & GENOTE	Clause 36(1)(a)(v)(c)	R 53,472.74	R 0.00	R 0.00	R 53,472.74	ORDER FOR WORK DONE IN NOVEMBER 2015 - LEGAL ACTION
214	MATOPPO GUEST HOUSE	Clause 36(1)(a)(v)(e)	R 1,219.65	R 0.00	R 170.75	R 1,390.40	2 NIGHT ACCOMM FOR R FRASER ATTENDING TCF MEETING ON 3 & 4 DEC 2015 AT BEAUFORT WEST
215	RIVIERA HOTEL	Clause 36(1)(a)(v)(e)	R 1,298.25	R 0.00	R 181.75	R 1,480.00	1 NIGHT ACCOMM FOR MRS SMITH AND MR CARELSE ATTENDING WCENUG MEETING ON 13 NOV 2015 AT VEDDDRIF
216	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 39,497.32	R 0.00	R 5,529.62	R 45,026.94	OVE4/0086 WHALECOVE MEMO
217	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 8,045.73	R 0.00	R 1,126.40	R 9,172.13	OVE4/0088 ERF 969 FRANSKRAAL GANSBAAI
218	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 49,457.64	R 0.00	R 6,924.06	R 56,381.70	OVE4/0092 MARKET SQUARE EVICTION
219	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 16,048.50	R 0.00	R 2,246.79	R 18,295.29	OVE4/0093 WATER & SANITATION SERVICES SOUTH AFRICA
220	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,133.00	R 0.00	R 158.62	R 1,291.62	OVE4/0071 SANDMINE
221	FAIRBRIDGES WETHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 2,481.00	R 0.00	R 347.34	R 2,828.34	OVE4/0091 HERMANUS BEACH CLUB HOMEOWNERS ASSOCIATION
222	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 3,231.45	R 0.00	R 452.41	R 3,683.86	OVE4/0073 ERF 1163 PRINGLE BAY
223	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 5,454.48	R 0.00	R 763.63	R 6,218.11	OVE4/0077 BERGHOF
224	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 852.50	R 0.00	R 119.35	R 971.85	OVE4/0079 ERF 9024 ZWELIHLE
225	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,911.68	R 0.00	R 407.62	R 3,319.30	OVE4/0082 IMATU OBO HZ BOSHOFF
226	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,320.17	R 0.00	R 184.82	R 1,504.99	OVE0005 HAWSTON SEA FARMS FOUNDATION
227	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 3,612.50	R 0.00	R 505.75	R 4,118.25	OVE4/0060 TRANSFER ERF 2549 ONRUS
228	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 7,381.80	R 0.00	R 1,033.46	R 8,415.26	OVE4/0065 DAWID WILLOUGHBY ABBOTT
229	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,387.00	R 0.00	R 334.18	R 2,721.18	OVE4/00070 MARYNA WILHEMIEN SMITH
230	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 20,462.86	R 0.00	R 2,859.30	R 23,322.16	OVE4/0031 PARADISE PARK
231	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 20,407.77	R 0.00	R 2,857.06	R 23,264.83	OVE4/0089 MR N O HENDRICKS
232	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 70.18	R 0.00	R 9.82	R 80.00	OVE4/0067 ERF 17 KLEINBAAI -REGISTRATION OF SERVITUDE OF RIGHT OF WAY
233	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,010.00	R 0.00	R 1,121.40	R 9,131.40	PORTION 203 OF THE FARM HANGKLIP 559, PRINGLE BAY: REMOVAL OF RESTRICTIONS & CONSENT USE
234	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 9,274.74	R 0.00	R 1,298.46	R 10,573.20	PLAAS NOTICE 119/2015 ERF 3576 HVK 1 X IN UITGAWE VAN 19/11/2015 & 26/11/2015. AFR ENG EN XHOSA
235	HANNES PRETORIUS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 11,180.00	R 0.00	R 1,268.40	R 12,448.40	LOW COST HOUSING TRANSFERS 5 HAWSTON, 1 STANFORD, 3 ZWELIHLE
236	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ADVERT SC 1660/2015
237	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,649.60	R 0.00	R 370.94	R 3,020.54	ADVERT SC 1660/2015
238	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 5,250.00	R 0.00	R 0.00	R 5,250.00	PLASING VAN WASTE WATER EFFLUENT QUALITY AT MUNICIPAL SCHEMES IN UITGAWE VAN 8 DESEMBER 2015
239	PREMIER HOTELS MIDRAND	Clause 36(1)(a)(v)(e)	R 2,192.99	R 0.00	R 307.01	R 2,500.00	ACCOMMODATION FOR SCAA ICF MEETING: BYTES BUSINESS PARK, MIDRAND 30/12-1/12/2015
240	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,404.52	R 0.00	R 476.63	R 3,881.15	ADVERT SC 1660/2015
241	SIMOLA HOTEL & SPA	Clause 36(1)(a)(v)(e)	R 3,333.34	R 0.00	R 466.66	R 3,800.00	B&B ACCOMMODATION FOR MUNICIPAL CFO FORUM ON 7-8/12/2015 AT SIMOLA HOTEL, KNYSNA
242	HANNES PRETORIUS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 4,705.00	R 0.00	R 634.20	R 5,339.20	VARIOUS LOW COST HOUSING TRANSFERS : 5 GANSBAAI PROPERTIES
243	HIGHLANDS LODGE	Clause 36(1)(a)(v)(e)	R 6,400.00	R 0.00	R 0.00	R 6,400.00	ACCOMMODATION
244	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,005.00	R 0.00	R 560.70	R 4,565.70	ADVERTISEMENT TO BE PLACED ON 11 DECEMBER 2015 IN HERMANUS TIMES
245	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,255.65	R 0.00	R 595.79	R 4,851.44	ADVERTISEMENT TO BE PLACED ON 11 DECEMBER 2015 IN DIE BURGER



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
246	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 3,312.00	R 0.00	R 463.68	R 3,775.68	SC1579 TO BE PLACED ON 11 DECEMBER 2015 IN
247	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 3,676.39	R 0.00	R 514.69	R 4,191.08	OVE4/0089 MR NO HENDRICKS
248	JOHN NEL AND ASSOCIATES INC	Clause 36(1)(a)(v)(c)	R 8,145.00	R 0.00	R 0.00	R 8,145.00	MYBURGH/MIN POLICE & OVERSTRAND MUN (JUDGE DESAI)
249	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,107.89	R 0.00	R 295.10	R 2,402.99	PLAAS PIET SE BOS GROTTO ADVERTENSIE NOTICE NR 127/2015 EEN KEER IN HERMANUS TIMES 17/12/2015. ENG
250	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.84	R 0.00	R 510.00	R 4,152.84	ADVERT SC 1661/2016
251	GANSBAAI COURANT BK (CLOSED US	Clause 36(1)(a)(v)(d)	R 2,460.54	R 0.00	R 344.48	R 2,805.02	NUUSBRIEF 2015
252	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 10,765.84	R 0.00	R 1,507.22	R 12,273.06	ADVERTS SC1661-1664/2016
253	BRADLEY CONRADIE HALTON CHEADL	Clause 36(1)(a)(v)(c)	R 2,625.00	R 0.00	R 367.50	R 2,992.50	ADVICE: S78 PROCESS (J MACROBERT)
254	BIGTREE B&B AND GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 2,403.51	R 0.00	R 336.49	R 2,740.00	ACCOMMODATION - BEELD HOLIDAY SHOW 2016.DATE: 25 FEB 2016 - 29 FEB 2016.
255	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,513.16	R 0.00	R 491.84	R 4,005.00	KENNISG.NR.:128/2015 OPNEEM VAN EKSTERNE LENING (ENG./AFR./XHOSA.)
256	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,745.27	R 0.00	R 944.34	R 7,689.61	PLASING VAN ADV IN DIE HERMANUS TIMES VAN 24 DES 2015 (BESTUURDER: AANVRAAG & VERKRYGING)
257	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 2,061.42	R 0.00	R 288.58	R 2,350.00	PLASING VAN ADV. IN GANSBAAI COURANT VAN 29 DES 2015. MANAGER DEMAND
258	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,937.54	R 0.00	R 1,251.26	R 10,188.80	PLAAS NOTICE NR 1/2016 ERF 710 HNC 1 X IN UITGAWES VAN 14/1/2016 & 21/1/2016. AFR,ENG,XHOSA
259	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,937.54	R 0.00	R 1,251.26	R 10,188.80	PLAAS NOTICE NR 2/2016 ERF 408 HWC 1 X IN UITGAWES VAN 14/1/2016 & 21/1/2016. AFR,ENG,XHOSA
260	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 2,800.00	R 0.00	R 0.00	R 2,800.00	OORDHAG VAN 'N GEDEELTE VAN ERF 4771 AANGRENSEND 4075 - LEWIN
261	BRADLEY CONRADIE HALTON CHEADL	Clause 36(1)(a)(v)(c)	R 3,621.00	R 0.00	R 506.94	R 4,127.94	S56 EMPLOYEES: ADVICE ON LONG SERVICE BENEF (HOLT & MACROBERT)
262	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,021.84	R 0.00	R 563.06	R 4,584.90	PLAAS NOTICE 12/2016 ERF 1938 MOTLEKAR 1X IN DIE UITGAWE VAN 14/1/2016 AFR,ENG,XHOSA
263	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 3,300.00	R 0.00	R 0.00	R 3,300.00	22X6 GRANT-IN-AID AD (AFR ENG XHO): THE HERMANUS NEWS NEWSPAPER. ISSUE: 14 JAN 2016
264	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,351.32	R 0.00	R 469.18	R 3,820.50	GRANT-IN-AID ADVERT FOR 14/01/2016. (GERHARD SMIT)
265	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,351.32	R 0.00	R 469.18	R 3,820.50	PLASING VAN MK9/2016 OP 21/01/2016 IN AFR, ENG & XHOSA: GED 9/654: VERGUNNINGSGEBRUIK
266	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,351.32	R 0.00	R 469.18	R 3,820.50	PLASING VAN MK10/2016 OP 21/01/2016 IN AFR, ENG & XHOSA: GED 9 & 15/654: VERGUNNINGSGEBRUIK
267	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,351.32	R 0.00	R 469.18	R 3,820.50	PLASING VAN MK11/2016 OP 21/01/2016 IN AFR, ENG & XHOSA: GED 19/654: VERGUNNINGSGEBRUIK
268	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,030.70	R 0.00	R 144.30	R 1,175.00	5/2016 - GRANT-IN-AID
269	INSTITUTE OF ENVIRONMENT AND R	Clause 36(1)(a)(v)(f)	R 1,666.67	R 0.00	R 233.33	R 1,900.00	MEMBERSHIP FEES FOR OVERSTRAND MUNICIPALITY FOR 2016
270	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 7,447.90	R 0.00	R 1,042.70	R 8,490.60	KENNIS 13/2016 NUWE WAARDASIEROL OOP VIR BESIGTING. 2 PLASINGS 22/01 EN 29/01
271	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 10,928.52	R 0.00	R 1,530.00	R 12,458.52	ADVERTS SC1662,1663,1664/2016
272	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 2,061.40	R 0.00	R 288.60	R 2,350.00	1XVOLBLAD KENNIS 13/2016 BESIGTIG VAN NUWE WAARDASIEROL 22/01/2016 + 29/01/2016
273	VAN HUYSTSTEEN & GENOTE	Clause 36(1)(a)(v)(c)	R 61,458.91	R 0.00	R 0.00	R 61,458.91	ORDER FOR WORK DONE IN DECEMBER 2015
274	NELSON WINE ESTATE	Clause 36(1)(a)(v)(e)	R 12,280.73	R 0.00	R 1,719.27	R 14,000.00	ACCOMMODATION DURING 5-DAY COURSE FOR THE MUNICIPAL MANAGER
275	ONE ONE GUEST HOUSE (PTY) LTD	Clause 36(1)(a)(v)(e)	R 5,440.00	R 0.00	R 0.00	R 5,440.00	4 NIGHTS ACCOMMODATION DINNER, BED & BREAKFAST FOR HCE TRAINING 25-29 JANUARY 2016 IN KUILSRIVER
276	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 2,800.00	R 0.00	R 0.00	R 2,800.00	ADVERT FOR THE TRANSFER OF ERF 640 (PORTION OF ERF 560), ZWELIHLE
277	MERWIDA COUNTRY LODGE	Clause 36(1)(a)(v)(e)	R 2,543.86	R 0.00	R 356.14	R 2,900.00	ACCOMMODATION, B/F&FAST & SUPPER - MERWIDA COUNTRY LODGE 28/1/2016 GRAP TRAINING (PT)
278	BEST WESTERN CAPE SUITES HOTEL	Clause 36(1)(a)(v)(e)	R 1,894.74	R 0.00	R 265.26	R 2,160.00	BED, ONTBYT EN AANDETE VIR KOOS DU PLESSIS NAG VAN 3 FEBRUARIE 2016
279	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,937.56	R 0.00	R 1,251.26	R 10,188.82	PLAAS NOTICE NR 4/2016 ERF 87 HWC 1X IN UITGAWES VAN 28/1/2016 & 4/2/2016 AFR ENG XHOSA
280	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 650.17	R 0.00	R 91.02	R 741.19	PORTION 23(STRANDSKLOOF) OF FARM UYLENKRAAL NO. 695: CONSENT USE (TOURIST FACILITY)
281	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 650.17	R 0.00	R 91.02	R 741.19	PLAAS NOTICE NR 17/2016 PTN 184/213 1X IN UITGAWE VAN 28/1/2016 AFR ENG XHOSA
282	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,351.32	R 0.00	R 469.18	R 3,820.50	PLAAS NOTICE NR 15/2016 PTN 1&2OF 641 1X IN UITGAWE VAN 28/1/2016 AFR ENG XHOSA
283	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 893.69	R 0.00	R 125.12	R 1,018.81	PUBLIKASIE VAN MK 12/2016 (RAADSVERG 24 FEB 2016)
284	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ERVEN 1811, 2167, 2168, BERGSIG STREET, SANDBAAI:CONSOLIDATION,CONSENT USE,DEPARTURE,AMENDMENTS
285	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 625.58	R 5,094.01	NOTICE NO: 22/2016 ANNUAL REPORT
286	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,276.85	R 0.00	R 458.76	R 3,735.61	NOTICE NO: 23 REVISED SDBIP
287	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 625.58	R 5,094.01	DRAFT AMENDMENT TO THE BY-LAW RELATING TO THE KEEPING OF DOGS AND CATS IN ALL THREE LANGUAGES
288	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 236.84	R 0.00	R 33.16	R 270.00	PUBLIKASIE VAN MK 12/2016 (24 FEB 2016 RAADSVERG)
289	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 650.17	R 0.00	R 91.02	R 741.19	ERF 268, 1 QUEEN VICTORIA STREET, STANFORD:PROPOSED REZONING
290	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 2,061.40	R 0.00	R 288.60	R 2,350.00	NOTICE NO:22/2016 ANNUAL REPORT
291	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,030.70	R 0.00	R 144.30	R 1,175.00	DRAFT AMENDMENT TO THE BY-LAW RELATING TO THE KEEPING OF DOGS AND CATS IN ALL THREE LANGUAGES
292	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	NOTICE NO: 23/2016 REVISED SDBIP
293	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	NOTICE NO: 22/2016 ANNUAL REPORT
294	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	DRAFT AMENDMENT TO THE BY-LAW RELATING TO THE KEEPING OF DOGS AND CATS IN ALL THREE LANGUAGES



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
295	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,276.85	R 0.00	R 458.76	R 3,735.61	KENNISGEWING NR.: 19/2016 - 5DE AANSUIWERINGSBEGROTING EN HERSIENE DBIP 2014/2015 (AFR/ENG/XHOS)
296	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 521.93	R 0.00	R 73.07	R 595.00	KENNISGEWINGNR.: 19/2016 - 5DE AANSUIWERINGSBEGROTING EN HERSIENE DBIP 2014/2015
297	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	KENNISGEWING NR.: 19/2016 - 5DE AANSUIWERINGSBEGROTING EN HERSIENE DBIP 2014/2015
298	NELSON WINE ESTATE	Clause 36(1)(a)(v)(e)	R 2,193.00	R 0.00	R 307.00	R 2,500.00	ACCOMMODATION AT COURSE VENUE: C GROENEWALD
299	LIBRARY AND INFORMATION ASSOCI	Clause 36(1)(a)(v)(f)	R 912.28	R 0.00	R 127.72	R 1,040.00	2016 MEMBERSHIP FEE - LUCILLE ANTONIE & ROSALINE MATTHEWS OF BETTYS BAY LIBRARY
300	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 1,775.41	R 0.00	R 209.43	R 1,984.84	RETURN FLIGHT - CAPE TOWN TO LANSERIA (JHB).
301	PROTEA HOTEL OUTENIQUA	Clause 36(1)(a)(v)(e)	R 1,722.99	R 0.00	R 241.21	R 1,964.20	CRAIG JOHNSON ICT MANAGERS FORUM X2 NIGHTS - 2 - 4 FEB. PROTEA HOTEL GEORGE
302	PARADE HOTEL	Clause 36(1)(a)(v)(e)	R 4,912.29	R 0.00	R 687.71	R 5,600.00	ACCOMMODATION FOR INDABA 2016.DATE: 6 - 10 MAY 2016 (4 NIGHTS).
303	CITY LODGE DURBAN	Clause 36(1)(a)(v)(e)	R 11,960.80	R 0.00	R 1,566.16	R 13,526.96	VERBLIF HANRE BLIGNAUT WISA CONFERENCE 15-19 MAY 2016
304	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 893.68	R 0.00	R 125.12	R 1,018.80	NOTICE : LUPA IMPLEMENTATION
305	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.84	R 0.00	R 510.00	R 4,152.84	ADVERT SC 1667/2016
306	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,808.48	R 0.00	R 393.19	R 3,201.67	ADVERT SC 1667/2016
307	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,341.06	R 0.00	R 1,167.74	R 9,508.80	PLAAS NOTICE NR 31/2016 ERF 229 HWC 1X IN UITGAWES VAN 11/2/2016 & 18/2/2016 AFR ENG XHOSA
308	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 9,532.64	R 0.00	R 1,334.56	R 10,867.20	PLAAS NOTICE NR 26/2016 ERF 1017 HSB 1 X IN UITGAWES VAN 11/2/2016 & 18/2/2016 AFR ENG XHOSA
309	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,576.46	R 0.00	R 220.70	R 1,797.16	OVE4/0005 HAWSTON SEA FARMS FOUNDATION
310	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 953.50	R 0.00	R 133.49	R 1,086.99	OVE4/0060 TRANSFER ERF 2549 ONRUS
311	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,672.00	R 0.00	R 234.08	R 1,906.08	OVE4/0065 DAVID WILLOUGHBY ABBOTT
312	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 191.76	R 0.00	R 26.85	R 218.61	OVE4/0077 BERGHOF
313	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 9,100.00	R 0.00	R 1,274.00	R 10,374.00	OVE40079 ERF 9024 ZWELIHLE
314	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 6,842.16	R 0.00	R 957.91	R 7,800.07	OVE4/0079 ERF 9024 ZWELIHLE
315	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 96,279.53	R 0.00	R 13,479.15	R 109,758.68	OVE4/0086 WHALECOVE MEMO
316	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 7,919.00	R 0.00	R 1,108.66	R 9,027.66	OVE4/0088 ERF 969 FRANSKRAAL GANSBAAI
317	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 12,385.15	R 0.00	R 851.92	R 13,237.07	OVE4/0092 MARKET SQUARE EVICTION
318	FAIRBRIDGES WETHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 9,229.34	R 0.00	R 1,292.11	R 10,521.45	OVE4/0091 HERMANUS BEACH CLUB HOMEOWNERS ASSOCIATION
319	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 4,016.16	R 0.00	R 466.36	R 4,482.52	RETURN FLIGHT FOR 2 PEOPLE.CAPE TOWN - DURBAN,INDABA 2016.
320	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 4,861.36	R 0.00	R 180.36	R 5,041.72	VLUGKAARTJIE HANRE BLIGNAUT 15/5 - 19/5 NA DURBAN VIR WISA KONFERENSIE
321	WYKEHAM LODGE THE GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 1,754.40	R 0.00	R 245.60	R 2,000.00	B&B ACCOMMODATION @ WYKEHAM LODGE WORCESTER FOR USB-ED DEMAND MNGEMENT TRAINING 9-10/2/2016
322	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 14,571.36	R 0.00	R 2,040.00	R 16,611.36	ADVERTS SC 1672+1668+1673+1676/2016
323	VAN HUYSTEEN & GENOTE	Clause 36(1)(a)(v)(c)	R 29,866.57	R 0.00	R 0.00	R 29,866.57	ORDER FOR WORK DONE IN JANUARY 2016
324	WELGEMOED ACCOMMODATION WELGEM	Clause 36(1)(a)(v)(e)	R 1,500.00	R 0.00	R 0.00	R 1,500.00	ACCOMMODATION FOR ATTENDING INTERNAL AUDIT TECHNICIAN COURSE IN BELLVILLE FROM 15-17 FEBRUARY 2016.
325	WYKEHAM LODGE THE GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 438.60	R 0.00	R 61.40	R 500.00	ACCOMMODATION - 1 NIGHT (WORKSHOP IN WORCESTER). DATE: 09 FEBRUARY 2016.
326	WYKEHAM LODGE THE GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 12,508.77	R 0.00	R 491.23	R 13,000.00	B&B & SUPPER WYKEHAM LODGE WORCESTER 15-19/02/2016 MFMP TRAINING FOR 5 X INTERNS
327	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ADVERT SC 1672.2016
328	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 11,467.96	R 0.00	R 1,605.52	R 13,073.48	ADVERTS SC 1673+1668+1672+1676/2016
329	DONKIN COUNTRY HOUSE	Clause 36(1)(a)(v)(e)	R 877.20	R 0.00	R 122.80	R 1,000.00	VERBLIF VIR K VAN DER MERWE SDF FORUM 3 & 4 MAART 2016 IN BEAUFORT WES
330	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ERF 2500, ONRUS RIVER: REMOVAL OF RESTRICTIONS & CONSENT USE
331	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ERF 2500 ONRUS RIVER: REMOVAL OF RESTRICTIONS & CONSENT USE
332	ALIKREUKEL GUEST HOUSE STILBAA	Clause 36(1)(a)(v)(e)	R 657.90	R 0.00	R 92.10	R 750.00	ACCOMM FOR RUDI FRASER ATTENDING TCF MEETING AT STILBAAI ON 25-26 FEB 2016
333	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 1,787.37	R 0.00	R 250.23	R 2,037.60	OMAF MEETING 23 FEBRUARY 2016
334	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 900.00	R 0.00	R 0.00	R 900.00	OMAF MEETING 23 FEBRUARY 2016
335	OVERSTRAND HERALD	Clause 36(1)(a)(v)(e)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	PLASING VAN KENNISGEWING 36/2016 0 BULK POLICY CONTRIBUTIONS VIR PUBLIEKE KOMMENTAAR
336	WYKEHAM LODGE THE GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 1,140.36	R 0.00	R 159.64	R 1,300.00	ACCOMMODATION (BED,B/FAST & SUPPER) FOR HANNES VORSTER 23-25/02/2016 ASSET MANAGEMENT TRAINING
337	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 1,787.37	R 0.00	R 250.23	R 2,037.60	CBD REVITALIZATION NOTICE TO BE PLACED IN THE HERMANUS TIMES OF 18.2.16 - MUNICIPAL NOTICE 32/2016
338	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 473.68	R 0.00	R 66.32	R 540.00	OMAF MEETING NOTICE NO 33/2016
339	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(e)	R 4,021.58	R 0.00	R 563.02	R 4,584.60	KENNIS 35/2016 VERLENGDE INSPEKSIE PERIODE VIR WAARDASIEROL 1 PLASING 18/02/2016
340	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(e)	R 521.93	R 0.00	R 73.07	R 595.00	- KENNIS GEWING 36/2016 BULK CONTRIBUTIONS POLICY
341	MONTE ROSA GUEST HOUSE	Clause 36(1)(a)(v)(e)	R 500.00	R 0.00	R 0.00	R 500.00	VERBLIF JOHAN VAN TAAK 3 MAART 2016
342	WINELANDS LODGE	Clause 36(1)(a)(v)(e)	R 680.00	R 0.00	R 0.00	R 680.00	PDO TRAINING 25 & 26 FEBRUARY 2016 IN DURBANVILLE
343	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,490.00	R 0.00	R 1,188.60	R 9,678.60	ERF 295, SANDBAAI: REMOVAL OF RESTRICTIONS
344	WILDEBRAAM BERRY ESTATE	Clause 36(1)(a)(v)(e)	R 350.00	R 0.00	R 0.00	R 350.00	YOLINDI NOTHING (HR) VIR TASK: WILDEBRAAM BERRY ESTATE _S-DAM 24 FEB



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
345	HOEDJIESBAAI HOTEL	Clause 36(1)(a)(v)(e)	R 4,131.58	R 0.00	R 578.42	R 4,710.00	B&B ACCOMMODATION HOEDJIESBAAI, SALDANHA FOR 2 OFFICIALS X 3 NIGHTS 28.02.2016 - 02.03.2016
346	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.84	R 0.00	R 510.00	R 4,152.84	ADVERT SC 1671/2016
347	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,030.70	R 0.00	R 144.30	R 1,175.00	PLAAS VAN KENNISGEWING 35/2016 VIR 25 FEBRUARIE 2016
348	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	PLASING VAN KENNISGEWING 35/2016 OP 25/02/2016
349	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,978.95	R 0.00	R 417.05	R 3,396.00	KENNISG. 40/2016 PLASING 03/03/2016:3DE AANSUIW. BEGROTING EN HERSIENE DBIP 2015/16 (AFR/ENG/XHOS)
350	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 548.25	R 0.00	R 76.76	R 625.01	KENNISG. 40/2016 PLASING 03/03/2016:3DE AANSUIW. BEGROTING EN HERSIENE DBIP 2015/16 (AFR/ENG/XHOS)
351	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,490.00	R 0.00	R 1,188.60	R 9,678.60	ADVERT SC 1670+1679/2016
352	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	KENNISG. 40/2016 PLASING 03/03/2016:3DE AANSUIW. BEGROTING EN HERSIENE DBIP 2015/2016 (AFR/ENG/XHOS)
353	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 109,713.78	R 0.00	R 15,359.93	R 125,073.71	OVE4/0093 WATER & SANITATION SERVICE SOUTH AFRICA
354	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 62,620.06	R 0.00	R 8,766.81	R 71,386.87	OVE4/0031 PARADISE PARK
355	VAN DYK LOOTS ATTORNEYS	Clause 36(1)(a)(v)(c)	R 3,622.60	R 0.00	R 0.00	R 3,622.60	INVOICE 191_OVERSTRAND MUN / JE ABRAHAMS
356	VIERKLEURHOF B & B	Clause 36(1)(a)(v)(e)	R 1,440.00	R 0.00	R 0.00	R 1,440.00	VERBLYF VIR ANJA KOTZE VIR NAG VAN 6 - 8 MAART 2016 IN GEORGE
357	FAIRBRIDGES WERTHEIM BECKER (O)	Clause 36(1)(a)(v)(c)	R 1,332.50	R 0.00	R 186.55	R 1,519.05	OVE4/0095 APPEAL AUTHORITY
358	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,853.50	R 0.00	R 259.49	R 2,112.99	OVE4/0005 HAWSTON SEA FARMS FOUNDATION, PREMIER WESTERN CAPE MINISTER HOUSING DEPARTMENT
359	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,288.20	R 0.00	R 320.35	R 2,608.55	OVE4/0060 TRANSFER ERF 2549 ONRUS
360	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 750.00	R 0.00	R 105.00	R 855.00	OVE4/0065 DAWID WILLOUGHBY ABBOTT
361	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 9,382.67	R 0.00	R 1,313.57	R 10,696.24	OVE4/0071 SANDMINE
362	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 3,943.50	R 0.00	R 552.09	R 4,495.59	OVE4/0044 BERGHOF
363	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 46,441.17	R 0.00	R 6,501.76	R 52,942.93	OVE4//0079 ERF 9024 ZWELIHLE
364	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 45,656.06	R 0.00	R 6,391.85	R 52,047.91	OVE4/0086 WHALECOVE MEMO
365	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,866.00	R 0.00	R 401.24	R 3,267.24	OVE4/0088 ERF 969 FRANSKRAAL GANSBAAI
366	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 9,943.89	R 0.00	R 1,392.14	R 11,336.03	OVE4/0093 WATER & SANITATION SERVICES SOUTH AFRICA
367	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 38,964.39	R 0.00	R 5,455.02	R 44,419.41	OVE4/0089 MR N O HENDRICKS
368	FAIRBRIDGES WERTHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 2,270.00	R 0.00	R 317.80	R 2,587.80	OVE4/0091 HERMANUS BEACH CLUB HOMEOWNERS ASSOCIATION
369	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,490.00	R 0.00	R 1,188.60	R 9,678.60	ERF 641, VERMONT: PROPOSED REMOVAL OF RESTRICTIONS & DEPARTURE
370	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,904.48	R 0.00	R 406.63	R 3,311.11	ERF 280 SANDBAAI: PROPOSED CONSENT USE & DEPARTURE EERSTE PLASING VAN KENNISGEWING 35/2016 OP 18 FEBRUARIE 2016
371	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 841.40	R 0.00	R 117.80	R 959.20	OVE4/0094 ERF 11456
372	FAIRBRIDGES WERTHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 2,818.50	R 0.00	R 394.59	R 3,213.09	OVE4/0031 PARADISE PARK
373	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 42,776.29	R 0.00	R 5,988.67	R 48,764.96	OVE4/0089 MR N HENDRICKS
374	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 57.48	R 0.00	R 8.05	R 65.53	OVE4/0093 WATER & SANITATION SERVICES SOUTH AFRICA
375	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 61,879.40	R 0.00	R 8,663.11	R 70,542.51	OVE4/0099 ERF 969 FRANSKRAAL GANSBAAI
376	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 3,041.00	R 0.00	R 425.74	R 3,466.74	ACCOMMODATION FOR RISK MANAGEMENT FORUM AND CAE FORUM IN PLETTENBERG BAY, 16 & 17 MARCH 2016
377	PLETT BEACHFRONT ACCOMMODATION	Clause 36(1)(a)(v)(e)	R 1,300.00	R 0.00	R 0.00	R 1,300.00	OVE4/0060 TERANSFER ERF 2549 ONRUS
378	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,142.50	R 0.00	R 159.95	R 1,302.45	OVE4/0065 DAWID WILLOUGHBY ABBOTT
379	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,168.00	R 0.00	R 163.52	R 1,331.52	OVE4/0071 SANDMINE
380	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 4,169.00	R 0.00	R 583.66	R 4,752.66	OVE4/0071 SANDMINE
381	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 6.86	R 0.00	R 0.96	R 7.82	OVE4/0077 BERGHOF
382	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,064.50	R 0.00	R 289.03	R 2,353.53	OVE4/0079 ERF 9024 ZWELIHLE
383	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,194.00	R 0.00	R 167.16	R 1,361.16	ARTIKEL 31 VESTIGINGSTRANSPORT: ERF 170 HAWSTON
384	VORSTER & STEYN INC	Clause 36(1)(a)(v)(c)	R 4,490.00	R 0.00	R 588.00	R 5,078.00	KLEYNHANS FAMILY TRUST / OVERSTRAND MUN: FERNKLOOF ESTATE FENCING
385	CHIN ATTORNEYS	Clause 36(1)(a)(v)(c)	R 30,260.00	R 0.00	R 4,202.80	R 34,462.80	B&B ACCOMODATION AT FOREST DRIVE LODGE PINELANDS : 16/3-17/3/2016. SAMRAS USER GROUP AND WORKSHOP
386	FOREST DRIVE LODGE	Clause 36(1)(a)(v)(e)	R 1,973.69	R 0.00	R 276.31	R 2,250.00	ACCOMODATION BOOKING FOR INDABA 2016 FOR DIRECTOR MADIKANE FROM 5 MAY - 8 MAY 2016 AT GARDEN COURT
387	GARDEN COURT SOUTH BEACH	Clause 36(1)(a)(v)(e)	R 3,930.13	R 0.00	R 550.22	R 4,480.35	STANDARD BY-LAW RELATING TO ELECTRICITY SUPPLY
388	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,723.69	R 0.00	R 521.32	R 4,245.01	ADVERT SC 1690/2016
389	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	STANDARD BY-LAW RELATING TO ELECTRICITY SUPPLY
390	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 815.79	R 0.00	R 114.21	R 930.00	STANDARD BY-LAW RELATING TO ELECTRICITY SUPPLY
391	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	VERBLYF VIR NAG VAN 12 MEI 2016 VIR DANIE MAREE - AMEU 12 & 13 MEI 2016. ONTBYT INGESLUIT
392	EXCELLENT GUEST HOUSE	Clause 36(1)(a)(v)(e)	R 640.35	R 0.00	R 89.65	R 730.00	ERF 1262 SANDBAAI: REMOVAL OF RESTRICTIVE CONDITIONS
393	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,702.64	R 0.00	R 938.36	R 7,641.00	ADVERT SC 1690.2016
394	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.84	R 0.00	R 510.00	R 4,152.84	

Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
395	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 3,429.36	R 0.00	R 480.11	R 3,909.47	ADVERT SC 1690.2016
396	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 3,596.50	R 0.00	R 503.50	R 4,100.00	CLEARING AND MAINTENANCE OF VEGETATION OF OPEN LAND POLICY
397	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,723.69	R 0.00	R 521.32	R 4,245.01	PLASING VAN ADVERTENSIE IN DIE HERMANUS TIMES VAN DO 24 MAART 2016 ENG EN AFR. MFMP WC0326048
398	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ADVERT SC 1684.2016
399	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ADVERT SC 1691.2016
400	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	PLASING VAN ADVERTENSIE IN GANSBAAI COURANT VAN DO. 24 MAART 2016. ENG & AFR. MFMP WC0326048
401	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	PLASING VAN ADVERTENSIE IN DIE OVERSTRAND HERALD VAN DON 24 MAART 2016. ENG EN AFR. MFMP WC0326048
402	VAN HUYSTEEN & GENOTE	Clause 36(1)(a)(v)(c)	R 58,149.59	R 0.00	R 0.00	R 58,149.59	YEAR ORDER - WORK DONE FROM FEBRUARY TO JUNE 2016
403	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 625.58	R 5,094.01	NOTICE NO: 48/2016 DRAFT IDP & DRAFT SDBIP
404	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	NOTICE NO: 48/2016 DRAFT IDP & SDBIP
405	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 625.58	R 5,094.01	KENNISG.:56/2016-KONSEPBEGROTING 2016/2017-PLASING 31/03/2016-(AFR/ENG/XHOS)
406	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	KENNISG.:56/2016-KONSEPBEGROTING 2016/2017-PLASING 31/03/2016-(AFR/ENG/XHOS)
407	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,723.69	R 0.00	R 521.31	R 4,245.00	PLASING KENNISGEWING 45/2016 WATER SERVICES DEVELOPMENT PLAN X 3 TALE 7 APRIL 2016
408	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 3,200.00	R 0.00	R 0.00	R 3,200.00	BREAKTHROUGH ADVENTURES: LEASE OF PTN OF HNC 1253
409	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 3,000.00	R 0.00	R 0.00	R 3,000.00	VODACOM: LEASE OF PTN OF HMP 243 (ADVERTISEMENT)
410	SENTRUM VIR AKTEPRAKTYK (PTY)	Clause 36(1)(a)(v)(g)	R 8,350.88	R 0.00	R 1,169.12	R 9,520.00	SEMINAAR 4 MEI 2016 SPLUMA FOR CONVEYANDERS 8 EMPLOYEES
411	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,724.18	R 0.00	R 283.38	R 3,007.56	OVE4/0089 MR N O HENDRICKS
412	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 3,718.67	R 0.00	R 520.61	R 4,239.28	OVE4/0093 WATER & SANITATION SERVICES SA
413	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 13,072.63	R 0.00	R 1,830.17	R 14,902.80	OVE4/0086 WHALECOVE MEMO
414	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 15,609.50	R 0.00	R 2,185.33	R 17,794.83	OVE4/0090 CODE OF CONDUCT
415	FAIRBRIDGES WERTHEIM BECKER (O	Clause 36(1)(a)(v)(c)	R 2,074.50	R 0.00	R 290.43	R 2,364.93	OVE4/0095 APPEAL AUTHORITY
416	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,500.80	R 0.00	R 210.11	R 1,710.91	OVE4/0077 BERGHOF
417	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,832.50	R 0.00	R 396.55	R 3,229.05	OVE4/0071 SANDMINE
418	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 5,030.10	R 0.00	R 704.21	R 5,734.31	OVE4/0065 DAWID WILLOUGHBY ABBOT
419	FAIRBRIDGES WERTHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 4,892.17	R 0.00	R 684.90	R 5,577.07	OVE4/0094 ERF 11456
420	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 29,956.50	R 0.00	R 4,193.91	R 34,150.41	OVE4/0092 MARKET SQUARE EVICTION
421	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,492.18	R 0.00	R 208.90	R 1,701.08	OVE4/0092 - MARKET SQUARE EVICTION
422	EXCELLENT GUEST HOUSE	Clause 36(1)(a)(v)(e)	R 640.35	R 0.00	R 89.65	R 730.00	VERBLYF VIR NAG VAN 12 MEI 2016 VIR DANIE MAREE - AMEU 12 & 13 MEI 2016. ONTBYT INGESLUIT
423	EXCELLENT GUEST HOUSE	Clause 36(1)(a)(v)(e)	R 640.35	R 0.00	R 89.65	R 730.00	VERBLYF VIR KOOS DU PLESSIS VIR NAG VAN 12 MEI 2016
424	THE NEW TULBAGH HOTEL	Clause 36(1)(a)(v)(e)	R 1,201.75	R 0.00	R 168.25	R 1,370.00	ACCOMMODATION - 1 NIGHT (WTM).DATE: 5 APRIL 2016
425	WYKEHAM LODGE THE GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 8,771.93	R 0.00	R 1,228.07	R 10,000.00	B&B ACCOMMODATION WYKEHAM LODGE 4 - 8 APRIL 2016 - 5 X INTERN STAFF - MFMP TRAINING
426	WYKEHAM LODGE THE GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 8,771.93	R 0.00	R 1,228.07	R 10,000.00	B&B @ WYKEHAM LODGE THE GUESTHOUSE WORCESTER 9 MAY - 13 MAY 2016 MFMP TRAINING 5 X INTERNS
427	WYKEHAM LODGE THE GUESTHOUSE	Clause 36(1)(a)(v)(e)	R 8,771.93	R 0.00	R 982.46	R 9,754.39	B&B ACCOMMODATION, WYKEHAM LODGE GUESTHOUSE WORCESTER, 6 - 10 JUNE 2016, MFMP TRAINING 5 INTERNS
428	WHALE COAST HOTEL (PTY) LTD	Clause 36(1)(a)(v)(e)	R 11,228.08	R 0.00	R 1,571.93	R 12,800.01	CONF FACILITIES FOR SADF VISIT ON 21.4.2016 AS PER ATTACHED QUOTATION
429	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 3,200.00	R 0.00	R 0.00	R 3,200.00	BREAKTHROUGH ADVENTURES: LEASE OF PTN OF HNC 1253
430	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 3,000.00	R 0.00	R 0.00	R 3,000.00	VODACOM: LEASE OF PTN OF HMP 243 (ADVERTISEMENT)
431	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,723.69	R 0.00	R 521.31	R 4,245.00	PLASING KENNISGEWING 45/2016 WATER SERVICES DEVELOPMENT PLAN X 3 TALE 7 APRIL 2016
432	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.49	R 0.00	R 509.94	R 4,152.43	ADVERT SC 1691/2016
433	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	PLASING VAN KENNISGEWING 45/2016 WSDP PLAN
434	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 789.48	R 0.00	R 110.52	R 900.00	PLASING VAN ADVERTENSIE VIR PUBLIEKE WYKSKOMITEE VERGADERINGS
435	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,978.95	R 0.00	R 417.05	R 3,396.00	ERF 4833 VO LKLP: PROPOSED CONSENT USE : WARREN PETTERSON PLANNING (OBO VODACOM)
436	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	PLASING VAN KENNISGEWING 45/2016 WATER SERVICES DEVELOPMENT PLAN
437	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 3,042.52	R 0.00	R 425.95	R 3,468.47	ADVERT SC 1691.2016
438	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	FULL PAGE ADVERT: 2016/17 DRAFT BUDGET & IDP PUBLIC MEETINGS (APRIL 2016)
439	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	FULL PAGE ADVERT: 2016/17 BUDGET & IDP PUBLIC MEETING APRIL 2016
440	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,978.95	R 0.00	R 417.05	R 3,396.00	20X4 ADVERT - H TIMES: 62/2016: DRAFT BUDGET PUBLIC MEETINGS (APRIL 2016)
441	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,490.00	R 0.00	R 1,188.60	R 9,678.60	PORTION 17 OF FARM 633, ROCKLANDS: PROPOSED REMOVAL OF RESTRICTIONS AND CONSENT USE
442	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 817.11	R 0.00	R 76.76	R 893.87	KENNISG.NR.:69/2016-BEGROTING EN TARIWE VIR DIE 2016/2017 FINANSIELE JAAR (AFR/ENG/XHOS)
443	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 521.32	R 4,989.75	KENNISG.NR.:69/2016-BEGROTING EN TARIWE VIR DIE 2016/2017 FINANSIELE JAAR (AFR/ENG/XHOS)



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
444	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	KENNISG.NR.:69/2016-BEGROTING EN TARIWE VIR DIE 2016/2017 FINANSIELE JAAR (AFR/ENG/XHOS)
445	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 18,912.71	R 0.00	R 2,647.78	R 21,560.49	PLASING VAN ADV. IN DIE BUREG VAN 16/04/2016 INTERNE OUDITEUR CAM126997
446	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 5,618.92	R 0.00	R 786.64	R 6,405.56	PLASING VAN ENG GROEPADV IN GANSBAAI COURANT VAN 14/04/2016 CAM126996
447	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ADVERT APPLICATION OF FERTILIZER
448	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 3,042.52	R 0.00	R 425.95	R 3,468.47	ADVERT SPORTSFIELD LIGHTING INDEPEND
449	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.85	R 0.00	R 510.00	R 4,152.85	ADVERT ADVERT SPORTSFIELD LIGHTING BURGER
450	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.85	R 0.00	R 510.00	R 4,152.85	RESEAL AND REHAB OF ROADS
451	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 3,042.52	R 0.00	R 425.95	R 3,468.47	RESEAL AND REHAB OF ROADS
452	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 3,042.52	R 0.00	R 425.95	R 3,468.47	ADVERT CLEANING OF STORMWATER PIPELINES
453	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.85	R 0.00	R 510.00	R 4,152.85	ADVERT CLEANING OF STORMWATER PIPELINES
454	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,723.69	R 0.00	R 521.32	R 4,245.01	NOTICE IN HERMANUS TIMES
455	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 847.37	R 0.00	R 118.63	R 966.00	NOTICE IN NEWSPAPER
456	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	NOTICE IN NEWSPAPER
457	THEMBEKA PROPERTIES (PTY) LTD	Clause 36(1)(a)(v)(d)	R 3,200.00	R 0.00	R 0.00	R 3,200.00	NOTICE IN NEWSPAPER
458	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,192.99	R 0.00	R 307.01	R 2,500.00	KRE 325 - MTN LEASE ADVERT
459	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 12,161.77	R 0.00	R 1,702.65	R 13,864.42	PLASING VAN GROEP ADVERTENSIE IN HERMANUS TIMES VAN DO 14 APRIL 2016 ENG EN AFR CAM126996
460	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	ERF 3904 GANSBAAI: PROPOSED REZONING, CONSENT USE, DEPARTURE
461	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	SECTION 116 ADVERT SC1327/2013
462	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 7,285.70	R 0.00	R 1,020.00	R 8,305.70	ADVERT DIE BURGER SC1693/2016
463	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.85	R 0.00	R 510.00	R 4,152.85	TENDER ADVERT SC1694/2016
464	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,808.49	R 0.00	R 393.19	R 3,201.68	TENDER ADVERT SC1698/2016
465	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 3,042.52	R 0.00	R 425.95	R 3,468.47	TENDER ADVERT SC1694/2016
466	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,808.49	R 0.00	R 393.19	R 3,201.68	TENDER ADVERT SC1700/2016
467	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 4,446.77	R 0.00	R 622.54	R 5,069.31	SECTION 116(3) NOTICE:SC1327
468	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,071.41	R 0.00	R 850.00	R 6,921.41	SECTION 116(3) NOTICE:SC1327
469	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 301.00	R 0.00	R 42.14	R 343.14	OVE4/0070: MARYNA WILHELMIE SMITH
470	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,978.95	R 0.00	R 417.05	R 3,396.00	PLAAS NOTICE NR 65/2016 ERF 243 ROTARY WAY 1X IN UITGAWE VAN 28/4/2016. AFR ENG XHOSA
471	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 8,348.73	R 0.00	R 1,277.39	R 9,626.12	PLASING VAN ADV IN HERMANUS TIMES VAN 28/04/2016. SENIOR KLERK WC0320584 CAM127230
472	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ADVERT SC 1688/2016
473	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 3,200.00	R 0.00	R 0.00	R 3,200.00	ERF 3054, BETTY'S BAY: REMOVAL OF RESTRICTIVE CONDITIONS & CONSENT USE
474	ENGINEERING COUNCIL OF SOUTH A	Clause 36(1)(a)(v)(f)	R 2,984.21	R 0.00	R 417.79	R 3,402.00	ANNUAL MEMBERSHIP FEES FOR HANRE BLIGNAUT
475	ENGINEERING COUNCIL OF SOUTH A	Clause 36(1)(a)(v)(f)	R 2,010.53	R 0.00	R 281.47	R 2,292.00	ANNUAL MEMBERSHIP FEES FOR STEPHEN MULLER
476	ENGINEERING COUNCIL OF SOUTH A	Clause 36(1)(a)(v)(f)	R 2,984.21	R 0.00	R 417.79	R 3,402.00	ANNUAL REGISTRATION FEES TO ENGINEERING COUNCIL OF SOUTH AFRICA FOR MR JEAN DE VILLIERS
477	SENTRUM VIR AKTEPRAKTYK (PTY)	Clause 36(1)(a)(v)(g)	R 8,350.88	R 0.00	R 1,169.12	R 9,520.00	SEMINAAR 4 MEI 2016 SPLUMA FOR CONVEYANDERS' 8 EMPLOYEES
478	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 59,737.18	R 0.00	R 8,363.21	R 68,100.39	OVE4/0086: WHALECOVE MEMO
479	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 187.50	R 0.00	R 26.25	R 213.75	OVE4/006 - TRANSFER ERF 2549 ONRUS
480	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 8,094.50	R 0.00	R 1,133.23	R 9,227.73	OVE4/0090 CODE OF CONDUCT
481	FAIRBRIDGES WERTHEIM BECKER (O	Clause 36(1)(a)(v)(c)	R 584.50	R 0.00	R 81.83	R 666.33	OVE4/0095 - APPEAL AUTHORITY
482	FAIRBRIDGES WERTHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 3,030.00	R 0.00	R 424.20	R 3,454.20	OVE4/0094 - ERF 11456
483	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 2,389.00	R 0.00	R 334.46	R 2,723.46	OVE4/0079 - ERF 9024 ZWELIHLE
484	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 760.00	R 0.00	R 106.40	R 866.40	OVE4/0077 BERGHOF
485	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,695.50	R 0.00	R 237.37	R 1,932.87	OVE4/0071 - SANDMINE
486	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,589.72	R 0.00	R 222.56	R 1,812.28	OVE4/0065 - DAWID W ABBOT
487	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 32,107.81	R 0.00	R 4,495.09	R 36,602.90	OVE4/0031 - PARADISE PARK
488	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 2,359.73	R 0.00	R 202.27	R 2,562.00	CAR HIRE FOR 4 DAYS FOR FRIEDA LLOYD FOR USAGE AT INDABA 2016 FROM 6 MAY 2016 - 10 MAY 2016 4 DAYS
489	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 15,336.69	R 0.00	R 0.00	R 15,336.69	VLUGKAARTJIE VIR HANRE BLIGNAUT NA DUITSLAND DEPART 28/5 TERUG 4/6
490	BELL ROSEN GUESTHOUSE CC	Clause 36(1)(a)(v)(e)	R 1,456.15	R 0.00	R 203.85	R 1,660.00	ACCOMMODATION FOR INTERNAL AUDIT TECHNICIAN COURSE IN BELLVILLE GOLF CLUB 16/05/16
491	UYLENVLEI RETREAT	Clause 36(1)(a)(v)(e)	R 1,820.00	R 0.00	R 0.00	R 1,820.00	ACCOMMODATION: 17 MAY (7 PAX @R200PP); BREAKFAST: 18 MAY (7 PAX @R60)



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
492	DIAZ STRAND HOTEL	Clause 36(1)(a)(v)(e)	R 482.46	R 0.00	R 67.54	R 550.00	B&B ACCOMMODATION B.KING 26/05/2016 ATTENDING MAF 27/05/2016 IN MOSSEL BAY
493	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 1,117.11	R 0.00	R 156.40	R 1,273.51	FINAL IDP ADVERT
494	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,978.95	R 0.00	R 417.05	R 3,396.00	NOTICE OF PUBLIC WARD MEETINGS FOR MAY 2016
495	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,425.79	R 0.00	R 479.61	R 3,905.40	KENNISG.NR.:71/2016-4DE AANSUIWERINGSBEGROTING EN HERSIENE DBIP VIR 2015/16 (AFR/ENG/XHOS)
496	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 548.25	R 0.00	R 76.76	R 625.01	KENNISG.NR.:71/2016-4DE AANSUIWERINGSBEGROTING EN HERSIENE DBIP VIR 2015/16 (AFR/ENG/XHOS)
497	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	KENNISG.NR.:71/2016-4DE AANSUIWERINGSBEGROTING EN HERSIENE DBIP VIR 2015/16 (AFR/ENG/XHOS)
498	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	DRAFT BY-LAW RELATING TO PROBLEM BUILDINGS - ENG/AFR/XHOSA
499	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,723.69	R 0.00	R 521.32	R 4,245.01	DRAFT BY-LAW RELATING TO PROBLEM BUILDINGS
500	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 2,164.92	R 0.00	R 303.09	R 2,468.01	PLASING VAN KENNISGEWING 76/2016 - INTERIM WAARDASIES OOP VIR INSPEKSIE
501	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 625.58	R 5,094.01	PLAAS VAN KENNISGEWING 76/2016 OP 12 MEI 2016 INTERIM WAARDASIES OOP VIR INSPEKSIE
502	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 625.58	R 5,094.01	PLAAS VAN KENNISGEWING 76/2016 OP 20 MEI 2016 INTERIM WAARDASIES OOP VIR INSPEKSIE
503	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 5,000.00	R 0.00	R 0.00	R 5,000.00	PLAAS VAN KENNISGEWING 76/2016 OP 12 & 19 MEI 2016 INTERIM WAARDASIES OOP VIR INSPEKSIE
504	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,105.27	R 0.00	R 294.74	R 2,400.01	PLAAS VAN KENNISGEWING 76/2016 IN KASI VISION OP 12 MEI 2016 INTERIM WAARDASIES OOP VIR INSPEKSIES
505	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 2,105.27	R 0.00	R 294.74	R 2,400.01	PLAAS VAN KENNISGEWING 76/2016 OP 26 MEI 2016 IN KASI VISION - INTERIM WAARDASIE OOP VIR INSPEKSIE
506	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,490.00	R 0.00	R 1,188.60	R 9,678.60	ADVERTS SC 1686+1699/2016
507	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 900.00	R 0.00	R 0.00	R 900.00	ADVERT SC 1686/2016
508	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,049.13	R 0.00	R 146.88	R 1,196.01	ADVERT SC 1686/2016
509	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.85	R 0.00	R 510.00	R 4,152.85	ADVERTS SC 1686+1704/2016
510	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,808.49	R 0.00	R 393.19	R 3,201.68	ADVERTS SC 1686/2016
511	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	DRAFT BY-LAW RELATING TO PROBLEM BUILDINGS
512	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	ERF 1236, KLEINE STREET STANFORD: PROPOSED CONSENT USE
513	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,489.48	R 0.00	R 1,188.52	R 9,678.00	ERF 188, KEPKEY, ZWELIHL: PROPOSED REMOVAL OF RESTRICTIVE CONDITIONS, CONSENT USE & DEPARTURE
514	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,350.88	R 0.00	R 469.12	R 3,820.00	PORTION 3 OF FARM 587, HEMEL & AARDE VALLEY: PROPOSED CONSENT USE
515	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 6,703.34	R 0.00	R 938.46	R 7,641.80	ERF 5081, CHIAPPINI STREET, ONRUS RIVER : PROPOSED REMOVAL OF RESTRICTIVE CONDITIONS
516	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,490.00	R 0.00	R 1,188.60	R 9,678.60	ADVERTS SC 1702+1705/2016
517	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 2,808.49	R 0.00	R 393.19	R 3,201.68	ADVERT SC 1706/2016
518	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.85	R 0.00	R 510.00	R 4,152.85	ADVERT SC 1706/2016
519	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 271.93	R 0.00	R 38.07	R 310.00	81/2016 - KWARTBLAD. BEHUISINGSVERGADERING IN STANFORD 19/5/2016
520	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 1,340.53	R 0.00	R 187.67	R 1,528.20	81/2016 - BEHUISINGSVERGADERING: STANFORD 19 MEI
521	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 625.58	R 5,094.01	DRAFT BY-LAW RELATING TO SPECIAL RATING AREA - NOTICE NR. 75/2016
522	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	DRAFT BY-LAW RELATING TO SPECIAL RATING AREA - NOTICE NR. 75/2016
523	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 2,164.92	R 0.00	R 303.08	R 2,468.00	ERF 416, 49 CHURCH STREET, GANSBAAI: PROPOSED REMOVAL, REZONING & CONSENT USE
524	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 3,042.52	R 0.00	R 425.95	R 3,468.47	ADVERT SC 1703.2016
525	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ADVERT SC 1707.2016
526	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 900.00	R 0.00	R 0.00	R 900.00	ADVERT SC 1707.2016
527	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	ADVERT SC 1707.2016
528	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	ERVEN 1101,1102,1196 VAN DYKSBAAI, KLEINBAAI: SUBDIVISION, REZONING, CONSOLIDATION
529	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,468.43	R 0.00	R 625.58	R 5,094.01	DRAFT: PUBLIC PARTICIPATION POLICY: 82/2016. 30X4 - 26 MAY.
530	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	DRAFT PUBLIC PARTICIPATION POLICY: FULL PAGE. 26 MAY
531	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	DRAFT: PUBLIC PARTICIPATION ADVERT FULLPAGE. PUBLICATION: 26/05
532	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,642.85	R 0.00	R 510.00	R 4,152.85	ADVERT SC 1703.2016
533	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,351.32	R 0.00	R 469.18	R 3,820.50	ERF 5788 HERMANUS HEIGHTS: PROPOSED CONSENT USE & DEPARTURE
534	THE INSTITUTE OF INTERNAL AUDI	Clause 36(1)(a)(v)(f)	R 5,439.48	R 0.00	R 761.53	R 6,201.01	MEMBERSHIP RENEWAL/ NEW SUBSCRIPTION FEE 7 ONLINE LIBRARY SUBSCRIPTION - JUNE 2016 - MAY 2017
535	IMFO - JOHANNESBURG	Clause 36(1)(a)(v)(g)	R 4,428.08	R 0.00	R 619.92	R 5,048.00	H.VORSTER, A. MILI, E.HOONEBERG, V.ALLEN -REGISTRATION FEES IMFO WC ANNUAL SEMINAR 6&7 JUNE '16
536	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 9,935.76	R 0.00	R 1,391.01	R 11,326.77	OVE4/0093 WATER & SANITATION SERVICES SOUTH AFRICA
537	FAIRBRIDGES WERTHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 1,163.00	R 0.00	R 162.82	R 1,325.82	OVE4/0094 ERF 11456
538	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 935.17	R 0.00	R 130.92	R 1,066.09	OVE4/0060 TRANSFER ERF 2549 ONRUS
539	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 562.50	R 0.00	R 78.75	R 641.25	OVE4/0071 SANDMINE
540	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,935.00	R 0.00	R 270.90	R 2,205.90	OVE4/0077 BERGHOF
541	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 752.00	R 0.00	R 105.28	R 857.28	OVE4/0079 ERF 9024 ZWELIHL

Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
542	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 28,251.50	R 0.00	R 3,955.21	R 32,206.71	OVE4/0086 WHALECOVE MEMO
543	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 750.00	R 0.00	R 105.00	R 855.00	OVE4/0088 ERF 969 FRANSKRAAL GANSBAAI
544	FAIRBRIDGES WETHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 7,329.86	R 0.00	R 1,026.17	R 8,356.03	OVE4/0091 HERMANUS BEACH CLUB HOMEOWNERS ASSOCIATION
545	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 34,966.26	R 0.00	R 4,895.27	R 39,861.53	OVE4/0092 MARKET SQUARE EVICTION
546	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 12,582.85	R 0.00	R 1,761.60	R 14,344.45	OVE4/0031 PARADISE PARK
547	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 22,927.66	R 0.00	R 3,209.88	R 26,137.54	OVE4/0031 PARADISE PARK
548	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 1,847.83	R 0.00	R 258.70	R 2,106.53	OVE4/0079 ERF9024 ZWELIHLE
549	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 3,574.50	R 0.00	R 500.43	R 4,074.93	OVE4/0093 WATER & SANITATION SERVICES SA
550	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 27,396.36	R 0.00	R 3,835.48	R 31,231.84	OVE4/0086 WHALECOVE MEMO
551	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 4,910.74	R 0.00	R 9.82	R 4,920.56	OVE4/0065 DAWID WILLOUGHBY ABBOTT
552	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 32,500.00	R 0.00	R 4,550.00	R 37,050.00	OVE4/0031 PARADISE PARK
553	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 389.00	R 0.00	R 54.46	R 443.46	OVE4/0090 CODE OF CONDUCT
554	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 4.00	R 0.00	R 0.56	R 4.56	OVE4/0090 - CODE OF CONDUCT
555	FAIRBRIDGES WETHEIM BECKER ATT	Clause 36(1)(a)(v)(c)	R 4.00	R 0.00	R 0.56	R 4.56	OVE4/0091 - HERM BEACH CLUB
556	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 57,599.17	R 0.00	R 8,063.88	R 65,663.05	OVE4/0092 - MARKET SQUARE EVICTION
557	VORSTER & STEYN INC	Clause 36(1)(a)(v)(c)	R 8,534.00	R 0.00	R 1,194.75	R 9,728.75	FOR WORK DONE IN JUNE 2016
558	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 184,208.66	R 0.00	R 25,749.87	R 209,958.53	OVE4/0065: ABBOT
559	FAIRBRIDGES WERTHEIM BECKER AT	Clause 36(1)(a)(v)(c)	R 12,861.67	R 0.00	R 1,800.63	R 14,662.30	ERF 9024 ZWELIHLE FAIRBRIDGES - OVE4/0079
560	MONTE ROSA GUEST HOUSE	Clause 36(1)(a)(v)(e)	R 2,400.00	R 0.00	R 0.00	R 2,400.00	B&B 6/06/2016 - H.VORSTER, E. HOONEBERG, V. ALLEN, A. MILLI @ MONTE ROSA GUEST LODGE, RAWSONVILLE
561	CLUB MYKONOS LANGEBAAN RENTAL	Clause 36(1)(a)(v)(e)	R 780.71	R 0.00	R 109.29	R 890.00	MM FORUM: 22 JUNE: CLUB MYKONOS, LANGEBAAN
562	GEORGE LODGE INTERNATIONAL	Clause 36(1)(a)(v)(e)	R 2,587.72	R 0.00	R 362.28	R 2,950.00	ACCOMODATION FOR JUAN HAVENGA GANSBAAI ADMIN - TRADE TEST FOR PLUMBER IN GEORGE
563	FLIGHT SPECIALS	Clause 36(1)(a)(v)(e)	R 2,876.02	R 0.00	R 402.65	R 3,278.67	VLUGKAARTJIE PETRUS ROUX JOHANNESBURG 21/6 EN 23/6
564	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ADVERT SC 1710/2016- ZWELIHLE KAMERS
565	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 18,912.73	R 0.00	R 2,647.76	R 21,560.49	PLASING VAN ADV. IN DIE BURGER VAN 04/06/2016 SENIOR REKENMEESTER WC0321030 CAM127575
566	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 9,124.22	R 0.00	R 1,277.39	R 10,401.61	PLASING VAN ADVERTENSIE (AFR & ENG) IN DIE HERMANUS TIMES VAN 02/06/2016 SNR REKENMEESTER CAM127575
567	INDEPENDENT NEWSPAPERS (PTY) L	Clause 36(1)(a)(v)(d)	R 10,696.00	R 0.00	R 1,497.44	R 12,193.44	ADVERTISEMENT: VACANCIES AUDIT & PERFORMANCE AUDIT COMMITTEE MEMBERS
568	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	ADVERTISEMENT: VACANCIES AUDIT & PERFORMANCE AUDIT COMMITTEE MEMBERS
569	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,500.00	R 0.00	R 0.00	R 2,500.00	ADVERTISEMENT: VACANCIES AUDIT & PERFORMANCE AUDIT COMMITTEE MEMBERS
570	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	PORTION 29 OF FARM 708, FRANSCHKRAAL: PROPOSED REZONING, SUBDIVISION, DEPARTURE & CONSENT USE
571	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,200.00	R 0.00	R 0.00	R 2,200.00	ERF 2074 BETTYS BAY: PROPOSED REMOVAL OF RESTRICTIONS & DEPARTURE
572	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 900.00	R 0.00	R 0.00	R 900.00	ADVERT SC 1708+1709/2016
573	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,490.00	R 0.00	R 1,188.60	R 9,678.60	ADVERT SC 1708+1709+1711/2016
574	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 2,200.00	R 0.00	R 0.00	R 2,200.00	ERF 6001 KLEINMOND: PROPOSED REMOVAL OF RESTRICTIVE CONDITIONS
575	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	ADVERT SC 1708+1709/2016
576	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 18,912.72	R 0.00	R 2,647.77	R 21,560.49	PLAAS ADVERT. IN DIE CAPE TIMES VAN MA 20 JUNIE 2016 (ENG) BUILDING INSP. CAM127730
577	AYANDA MBANGA COMMUNICATIONS (	Clause 36(1)(a)(v)(d)	R 9,124.23	R 0.00	R 1,277.38	R 10,401.61	PLAAS ADV. IN DIE OVERSTRAND HERALD VAN 16/06/2016 (ENG & AFR) BOU-INSPEKTEUR CAM127729
578	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 8,713.43	R 0.00	R 1,219.88	R 9,933.31	ADVERT DATABASE REGISTRATION
579	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 4,245.00	R 0.00	R 594.30	R 4,839.30	ERVEN 1449,1450,1452,1734: SANDBAAI (WHALE COAST MALL) AMENDMENT OF CONDITIONS OF APPROVAL
580	GANSBAAI COURANT BK	Clause 36(1)(a)(v)(d)	R 1,082.46	R 0.00	R 151.54	R 1,234.00	GANSBAAI COURANT. NOTICE WARD COMMITTEES. FULL PAGE. AFR ENG XHO
581	OVERSTRAND HERALD	Clause 36(1)(a)(v)(d)	R 1,600.00	R 0.00	R 0.00	R 1,600.00	NOTICE: NEW WARD COMMITTEES AFR ENG XHO FULL PAGE
582	BURGER A DIVISION OF MEDIA 24	Clause 36(1)(a)(v)(d)	R 3,723.69	R 0.00	R 521.32	R 4,245.01	25X4: NOTICE NEW WARD COMMITTEES - HERMANUS TIMES
583	RAMSAY MEDIA (PTY) LTD	Clause 36(1)(a)(v)	R 19,307.25	R 0.00	R 2,703.02	R 22,010.27	EXHIBITION AT THE GAUTENG GETAWAY SHOW FROM THE 28 - 30 AUGUST 2015
584	EARLYWORX 282 (PTY) LTD	Clause 36(1)(a)(ii)	R 37,151.75		R 5,201.25	R 42,353.00	PROCUREMENT OF CREDITS FOR A POSTAGE FRANKING MACHINE FOR HANGKLIP-KLEINMOND, GANSBAAI AND HERMANUS ADMINISTRATION FROM THE SOLE SERVICE PROVIDER FOR THIS SPECIFIC EQUIPMENT, FOR THE PERIOD
			R 33,333.33	R 0.00	R 4,666.67	R 38,000.00	RENEWAL OF NOVELL LICENSES FROM AN AUTHORIZED NOVELL RESELLER, WHO IS ALSO THE CURRENT SERVICE PROVIDER FOR THE PROVISION OF DATA SUPPORT AND ICT ADVISORY SERVICES, IN ORDER TO MITIGATE POTENTIAL SECURITY RISKS AND UNFORESEEN DISRUPTIONS IN SERVICE DELIVERY OF THE DATA CENTRE
585	LATERAL DYNAMICS (PTY) LTD	Clause 36(1)(a)(v)	R 1,822,321.32	R 0.00	R 255,124.98	R 2,077,446.30	SERVICING AND/OR REPAIR OF THE FIRE SERVICES BREATHING APPARATUS, TO ENSURE COMPLIANCE WITH THE OHASA ACT OF 1993
586	DRAGER SOUTH AFRICA (PTY) LTD	Clause 36(1)(a)(v)	R 3,725.00	R 0.00	R 521.50	R 4,246.50	TAX AND PRACTICAL WORKSHOP TRAINING BY PAYDAY SOFTWARE SYSTEMS (PTY) LTD.
587	PAYDAY SOFTWARE SYSTEMS (PTY) LTD	Clause 36(1)(a)(v)	R 4,192.98	R 0.00	R 587.02	R 4,780.00	



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
588	SHARP ELECTRONICS	Clause 36(1)(a)(v)	R 207,938.05	R 0.00	R 29,111.33	R 237,049.38	SERVICING AND MAINTENANCE OF 37 SHARP MULTI-FUNCTIONAL OFFICES MACHINES IN THE OVERSTRAND AREA
589	TRUVELO MANUFACTURERS (PTY) LTD	Clause 36(1)(a)(ii)	R 11,868.96		R 1,661.65	R 13,530.61	RECALIBRATION OF SPEED MEASURING EQUIPMENT. TRUVELO MANUFACTURES (PTY) LTD IS THE SOLE SUPPLIER OF THE EQUIPMENT THAT INCLUDES SERVICE, REPAIR, MAINTENANCE AND INSTALLATION
590	AIR FREEZE ( PTY ) LTD	Clause 36(1)(a)(v)	R 18,293.60	R 0.00	R 2,561.10	R 20,854.70	BUILDING OF A PROTECTIVE ENCLOSURE FOR THE INDUSTRIAL AIR CONDITIONING UNIT BY THE SUPPLIER, AS THE UNIT IS STILL UNDER GUARANTEE
591	HERMANUS ASTRONOMY CENTRE	Clause 36(1)(a)(iii)	R 0.00	R 20,000.00	N/A	R 20,000.00	THE DESIGN AND CONSTRUCTION OF THE SOLAR SYSTEM , INCLUDING ALL THE PLANETS , TO SCALE BY THE HERMANUS ASTRONOMY CENTRE
592	DECOLITE CREATIONS CC	Clause 36(1)(a)(iii)	R 52,631.58	R 0.00	R 7,368.42	R 60,000.00	UPGRADING AND REDESIGNING OF THE WHALE TAIL FOUNTAIN BY THE ARTIST WHO INITIALLY DESIGNED THE WHALE TAIL FOUNTAIN AND SCULPTOR
593	WORCESTER GEARBOX CENTRE	Clause 36(1)(a)(v)	R 2,070.00	R 0.00	R 289.80	R 2,359.80	REPAIR OF PROP SHAFT FOR MUNICIPAL VEHICLE CEM 19882
594	BID INDUSTRIAL HOLDINGS ( PTY ) LTD	Clause 36(1)(a)(v)	R 4,997.64	R 0.00	R 699.67	R 5,697.31	RENTING OF HYGIENE DISPENSERS
595	AUTOMOTIVE DYNAMIX ENGINE REBUILDERS	Clause 36(1)(a)(v)	R 4,416.66	R 0.00	R 618.33	R 5,034.99	RECONDITIONING OF ENGINE AS A RESULT OF WEAR AND TEAR (CEM30657)
596	E4 STRATEGIC (PTY) LTD	Clause 36(1)(a)(v)	R 17,543.86	R 0.00	R 2,456.14	R 20,000.00	ELECTRONIC DEEDS ,CIPC AND CREDIT SEARCHES
597	FIRE RAIDERS CAPE ( PTY ) LTD	Clause 36(1)(a)(ii)	R 4,563.42	R 0.00	R 638.87	R 5,202.29	REPAIR OF HYDRAULIC EQUIPMENT (JAWS OF LIFE)
598	ENVIRONMENT SOCIETY OF SOUTH AFRICA (WESSA)	Clause 36(1)(a)(ii)	R 42,105.26	R 0.00	R 5,894.74	R 48,000.00	KLEINMOND BEACHES IN TERMS OF THE BLUE FLAG STATUS PROGRAMME, BY THE SOLE ORGANISATION
599	IMFO ( INSTITUTE OF MUNICIPAL FINANCE OFFICERS )	Clause 36(1)(a)(v)	R 21,052.63	R 0.00	R 2,947.37	R 24,000.00	ATTENDING A CONFERENCE ON MUNICIPAL FINANCE : GOOD GOVERNANCE BY TWO MUNICIPAL OFFICIAL
600	INSTITUTE OF ENVIRONMENTAL AND RECREATION MANAGEMENT	Clause 36(1)(a)(v)	R 12,165.79	R 0.00	R 1,703.21	R 13,869.00	ATTENDING IERM CONVENTION FROM THE 28-30 SEPTEMBER 2015
601	DRAGER SOUTH AFRICA (PTY) LTD	Clause 36(1)(a)(ii)	R 3,333.33	R 0.00	R 466.67	R 3,800.00	SERVICING AND/OR REPAIR OF THE FIRE SERVICES BREATHING APPARATUS ,TO ENSURE COMPLIANCE WITH THE OHASA ACT OF 1993, VIA A STRIP AND QUOTE PROCESS.
602	HERMANUS WHALE FESTIVAL	Clause 36(1)(a)(v)	R 54,288.00	R 0.00	R 7,600.32	R 61,888.32	RENTING OF MARQUEE TENT AT THE HERMANUS WHALE FESTIVAL
603	BEELD HOLIDAY SHOW	Clause 36(1)(a)(v)	R 7,995.00	R 0.00	N/A	R 7,995.00	EXHIBITION AT THE BEELD HOLIDAY SHOW FROM THE 26 – 28 FEBRUARY 2016
604	WORKSHOP ELECTRONICS CC	Clause 36(1)(a)(ii)	R 16,938.00	R 0.00	R 2,371.32	R 19,309.32	CALIBRATION AND SERVICING OF EQUIPMENT USED IN THE ROADWORTHY TEST CENTRE
605	VEROTEST (PTY) LTD	Clause 36(1)(a)(ii)	R 3,262.50	R 0.00	R 415.80	R 3,678.30	REFURBISHMENT OF VEROTEST CABLE LOCATOR DUE TO THE HARDWARE CHANGES AND SOFTWARE UPGRADES
606	AKURA MANUFACTURING ENGINEERING COMPANY (PTY) LTD	Clause 36(1)(a)(ii)	R 6,892.20	R 0.00	R 964.91	R 7,857.11	SERVICING OF THE BALER AT THE GANSBAAI MATERIAL RECOVERY FACILITY AT THE GANSBAAI LANDFILL SITE.
607	SPME INDUSTRIES ( PTY ) LTD	Clause 36(1)(a)(v)	R 2,724.00	R 0.00	R 382.00	R 3,106.00	OVERHAULING OF THE NISSAN UD 70 SEWERAGE TRUCK ( CEM 21722 ) AND THE MERCEDES BENZ FIRE TRUCK ( CEM 21662 ) ENGINES.
608	SOUTH AFRICAN SOCIETY OF OCCUPATIONAL HEALTH NURSING ( SASOHN )	Clause 36(1)(a)(v)	R 103,023.51	R 0.00	R 14,423.29	R 117,446.80	ATTENDING A CONFERENCE FOR OCCUPATIONAL HEALTH NURSING PRACTITIONERS AND REGISTERED MEMBERS OF SASOHN ON THE 4 – 6 NOVEMBER 2015
609	MG ELECTRICAL	Clause 36(1)(a)(v)	R 3,710.00	R 0.00	N/A	R 3,710.00	LEGALISATION OF LP GAS SYSTEM IN THE BANQUETING HALL IN TERMS OF SANS 10087-1
610	IMFO ( INSTITUTE OF MUNICIPAL FINANCE OFFICERS )	Clause 36(1)(a)(v)	R 6,250.00	R 0.00	N/A	R 6,250.00	ATTENDING A CONFERENCE ON MUNICIPAL FINANCE : FINANCIAL SUSTAINABILITY OF UTILITIES AND SPECIAL RATING AREAS BY EIGHT MUNICIPAL OFFICIALS
611	IMD CONFERENCES, EXHIBITIONS AND WORKSHOPS( PTY ) LTD	Clause 36(1)(a)(v)	R 4,912.28	R 0.00	R 687.72	R 5,600.00	ATTENDING OF A FIRE AND EMERGENCY CONFERENCE
612	INSTITUTE OF MUNICIPAL ENGINEERING OF SOUTH AFRICA	Clause 36(1)(a)(v)	R 13,200.00	R 0.00	R 1,848.00	R 15,048.00	ATTENDANCE OF A CONFERENCE PROVIDED BY THE INSTITUTE FOR MUNICIPAL ENGINEERING OF SOUTH AFRICA
613	NOSA ( PTY ) LTD	Clause 36(1)(a)(ii)	R 5,482.46	R 0.00	R 767.54	R 6,250.00	SAMTRAC TRAINING FOR TWO MUNICIPAL OFFICIALS.
614	CALTEST CC T/A PROTECTION TESTING	Clause 36(1)(a)(i)	R 27,938.60	R 0.00	R 3,911.40	R 31,850.00	LOCATING OF A CABLE FAULT BETWEEN PHUMLANI MINISUB AND MADELIEFE MINISUB
615	ABAPHUMELELI TRADING 651 CC T/A POLLUTION CONTROL SERVICES	Clause 36(1)(a)(v)	R 4,997.05	R 0.00	R 699.65	R 5,696.70	HIRING OF SEWERAGE VACUUM TANKERS FOR THE KLEINMOND AND GANSBAAI AREAS FROM 1 DECEMBER 2015 – 31 JANUARY 2016
616	ABAPHUMELELI TRADING 651 CC T/A POLLUTION CONTROL SERVICES	Clause 36(1)(a)(v)	R 486,701.75	R 0.00	R 68,138.25	R 554,840.00	HIRING OF SEWERAGE VACUUM TANKERS FOR THE KLEINMOND AND GANSBAAI AREAS FROM 1 DECEMBER 2015 – 31 JANUARY 2016 - AMENDMENT OF TOTAL VALUE
617	JETVAC SOUTH AFRICA (PTY) LTD	Clause 36(1)(a)(v)	R 244,231.58	R 0.00	R 34,192.42	R 278,424.00	HIRING OF SEWERAGE VACUUM TANKERS FOR KLEINMOND AND GANSBAAI AREA FROM 22 DECEMBER 2015 – 05 JANUARY 2016
618	JETVAC SOUTH AFRICA (PTY) LTD	Clause 36(1)(a)(v)	R 270,000.00	R 0.00	R 37,800.00	R 307,800.00	HIRING OF SEWERAGE VACUUM TANKERS FOR KLEINMOND AND GANSBAAI AREA FROM 22 DECEMBER 2015 – 05 JANUARY 2016 - AMENDMENT OF TOTAL VALUE
619	EKWINOX CC	Clause 36(1)(a)(v)	R 371,250.00	R 0.00	R 51,975.00	R 423,225.00	ATTENDING OF TRAINING SEMINAR FOR MOBILE CYBER DEFENCE STRATEGIES : PROTECTIVE MOBILE DEVICES FOR THREE MUNICIPAL OFFICIALS
620	WATER INSTITUTION OF SOUTH AFRICA	Clause 36(1)(a)(v)	R 16,770.00	R 0.00	R 0.00	R 16,770.00	ATTENDING OF WISA 2016 CONFERENCE AND EXHIBITION BY TWO MUNICIPAL OFFICIALS
621	SPECTRUM COMMUNICATIONS (PTY) LTD	Clause 36(1)(a)(ii)	R 13,859.65	R 0.00	R 1,940.35	R 15,800.00	REPAIR OF THE SCADA SYSTEM
622	CALTEST CC T/A PROTECTION TESTING	Clause 36(1)(a)(i)	R 5,530.00	R 0.00	R 774.20	R 6,304.20	LOCATING OF A CABLE FAULT BETWEEN SANDBAAI SWITCHING STATION ESKOM 6 FEEDER AND ESKOM DISTRIBUTION SUBSTATION
623	HYDRENCO (PTY) LTD	Clause 36(1)(a)(v)	R 5,772.50	R 0.00	R 808.15	R 6,580.65	THE IDENTIFICATION AND REPAIR OF FAULTS (STRIP-AND-QUOTE) WITH CEM15338 CHERRY PICKER
624	KEMACH EQUIPMENT (PTY) LTD	Clause 36(1)(a)(ii)	R 5,030.00	R 0.00	R 704.20	R 5,734.20	PROCUREMENT OF SPARE PARTS FOR JCB DIGGER LOADER, CEM 8154, AND VIBROMAX PEDESTRIAN ROLLER FROM SOLE SUPPLIER
625	ASSOCIATION OF MUNICIPAL ELECTRICITY UTILITIES	Clause 36(1)(a)(v)	R 9,702.71	R 0.00	R 1,358.38	R 11,061.09	PAYMENT OF MEMBERSHIP FEES TO ASSOCIATION OF MUNICIPAL ELECTRICITY UTILITIES



Dev #	Supplier	Deviation in terms of Clause 36(1)(a)(v)(b)-(g)	Amount Operational	Amount Capital	VAT @ 14%	Value of the Deviation	Comments / Line description
626	PAYDAY SOFTWARE SYSTEMS (PTY) LTD.	Clause 36(1)(a)(v)	R 8,768.42	R 0.00	R 1,227.58	R 9,996.00	PAYE LEGISLATIVE UPDATE SYMPOSIUM AND PRACTICAL WORKSHOP - 12 & 13 APRIL 2016 - PAYDAY SOFTWARE SYSTEMS (PTY) LTD.
627	BOPAWENA SECURITY CC T/A SAFE SECURITY SYSTEMS STANFORD	Clause 36(1)(a)(v)	R 5,585.79	R 0.00	R 0.00	R 5,585.79	REPAIR OF ALARM SYSTEM PANEL BOX BY CURRENT SERVICE PROVIDER AT STANFORD MUNICIPAL OFFICES AS IT WOULD BE IMPRACTICAL TO OBTAIN QUOTATIONS FROM OTHER SERVICE PROVIDERS
628	GIJIMA HOLDINGS (PTY) LTD	Clause 36(1)(a)(i)	R 3,846.00	R 0.00	R 538.44	R 4,384.44	INVESTIGATION OF REASONS FOR RF NETWORK FAILURE AND REPAIRS TO THE RADIO FREQUENCY SECTOR PROBLEM AT THE OLIFANTSBERG HIGH SITE IN HERMANUS.
629	RAMSAY MEDIA (PTY) LTD	Clause 36(1)(a)(v)	R 13,725.00	R 0.00	R 1,921.50	R 15,646.50	EXHIBITING AT THE 2016 CAPE GETAWAY SHOW
630	CALTEST CC T/A PROTECTION TESTING	Clause 36(1)(a)(i)	R 6,060.00	R 0.00	R 848.40	R 6,908.40	LOCATING MV CABLE FAULT BETWEEN MORKEL AND EASTCLIFF MINISUB
631	TARANISCO ADVISORY	Clause 36(1)(a)(v)	R 3,026.32	R 0.00	R 423.68	R 3,450.00	ATTENDING SPORT FACILITIES INDABA IN CAPE TOWN
632	URSUS SA	Clause 36(1)(a)(v)	R 17,637.00	R 0.00	R 2,469.18	R 20,106.18	URGENT REPAIRS ON TRACTORS CEM 21823 & CEM 19287
633	VULCAN WILDFIRE MANAGEMENT (PTY) LTD	Clause 36(1)(a)(i)	R 16,864.70	R 0.00	R 0.00	R 16,864.70	EXTINGUISH FIRES AT LEMOENKOP, FERNKLOOF NATURE RESERVE AND KIDBROOKE
634	HENLEY AIR (PTY) LTD.	Clause 36(1)(a)(i)	R 124,280.68	R 0.00	R 17,399.30	R 141,679.98	EXTINGUISH FIRE AT LEMOENKOP, FERNKLOOF NATURE RESERVE
635	DRAGER SOUTH AFRICA (PTY) LTD	Clause 36(1)(a)(v)	R 5,440.00	R 0.00	R 761.60	R 6,201.60	SERVICE AND REPAIRS TO SELF-CONTAINING BREATHING APPARATUS CYLINDERS
636	IMFO ( INSTITUTE OF MUNICIPAL FINANCE OFFICERS )	Clause 36(1)(a)(v)	R 2,368.42	R 0.00	R 331.58	R 2,700.00	IMFO CONFERENCE - EFFECT OF GRAP ON THE RECOGNITION AND DE-RECOGNITION OF LAND AND PROPOSED HOUSING AS WELL AS THE LATEST UPDATES ON GRAP STANDARDS: 23 FEBRUARY 2016
637	ARGO LANDINI	Clause 36(1)(a)(v)	R 26,153.40	R 0.00	R 3,661.48	R 29,814.88	URGENT REPAIRS ON TRACTOR CEM 31017
638	SARPA	Clause 36(1)(a)(ii)	R 4,328.95	R 0.00	R 606.05	R 4,935.00	MEMBERSHIP FEES FOR SOUTHERN AFRICA REVENUE PROTECTION ASSOCIATION (SARPA)
639	SANDBAAI HALL COMMITTEE	Clause 36(1)(a)(v)	R 10,950.00	R 0.00	R 0.00	R 10,950.00	USE OF SANDBAAI HALL FOR WARD COMMITTEE MEETINGS
640	JETVAC SOUTH AFRICA (PTY) LTD	Clause 36(1)(a)(i)	R 179,200.00	R 0.00	R 25,088.00	R 204,288.00	HIRE OF SEWERAGE VACUUM TANKERS FOR THE PERIOD 22 MARCH 2016 TO 01 APRIL 2016
641	WORCESTER GEARBOX CENTRE	Clause 36(1)(a)(v)	R 3,078.50	R 0.00	R 430.99	R 3,509.49	URGENT REPAIRS ON FIRE & RESCUE VEHICLE - CAM22987
642	GANSBAAI AIRCON & REFRIGERATION CC	Clause 36(1)(a)(v)	R 3,080.80	R 0.00	R 431.31	R 3,512.11	IDENTIFICATION AND REPAIR OF FAULTS (STRIP-AND-QUOTE) OF AIR CONDITIONERS AT HERMANUS TRAFFIC DEPARTMENT
643	AUTOMOTIVE DYNAMIX	Clause 36(1)(a)(v)	R 0.00	R 80,443.61	R 11,262.11	R 91,705.72	RECONDITIONING OF ENJIN CEM 14827 (STRIP AND QUOTE)
644	MINDMUZIK MEDIA (PTY) LTD	Clause 36(1)(a)(ii)	R 3,710.06	R 0.00	R 519.41	R 4,229.47	PURCHASING OF NEW LEARNER LICENCE TESTS STETS AND SCORING STENCILS
645	BEE AIRCONDITIONING CC	Clause 36(1)(a)(v)	R 1,919.30	R 0.00	R 268.70	R 2,188.00	REPAIRS TO FERNKLOOF NATURE RESERVE AIR CONDITIONER – SUPPLY AND FIT 1 X PC BOARD FOR 12000 ALLIANCE AIR CCONDITIONING UNIT
646	FIRE RAIDERS CAPE ( PTY ) LTD	Clause 36(1)(a)(v)	R 41,436.61	R 0.00	R 5,801.13	R 47,237.74	FIRE TRUCK: CEM 10226: REPAIR LADDER GANTRY AND SERVICE GODIVA PUMP
647	DRAGER SOUTH AFRICA (PTY) LTD	Clause 36(1)(a)(ii)	R 3,070.00	R 0.00	R 429.80	R 3,499.80	CALIBRATION OF ALCOHOL DETECTION APPARATUS
648	ESTREAU SYSTEMS CC T/A BENLIEKOR COMMUNICATIONS	Clause 36(1)(a)(v)	R 19,448.25	R 0.00	R 2,722.75	R 22,171.00	STRIP & QUOTE AND REPAIRS OF OLIFANTSBERG RADIO EQUIPMENT
649	DRAGER SOUTH AFRICA (PTY) LTD. + MSA SERVICE AFRICA (PTY) LTD.	Clause 36(1)(a)(v)(a)	R 31,018.15	R 0.00	R 4,342.54	R 35,360.69	SERVICING AND/OR REPAIR OF THE FIRE SERVICES BREATHING APPARATUS ,TO ENSURE COMPLIANCE WITH THE OHASA ACT OF 1993, VIA A STRIP AND QUOTE PROCESS.
650	VARIOUS SHERIFFS OF THE COURT	Clause 36(1)(a)(v)	R 427,192.98	R 0.00	R 59,807.02	R 487,000.00	PROVISION OF FEES FOR SHERIFFS OF THE COURT
651	URSUS SA	Clause 36(1)(a)(v)(a)	R 24,480.00	R 0.00	R 3,427.20	R 27,907.20	URGENT REPAIRS ON TRACTORS CEM 21823 & CEM 19287
652	EARLYWORX 282 (PTY) LTD	Clause 36(1)(a)(v)	R 40,000.00	R 0.00	R 5,600.00	R 45,600.00	PROCUREMENT OF CREDITS FOR A POSTAGE FRANKING MACHINE FOR HANGKLIP-KLEINMOND, GANSBAAI AND HERMANUS ADMINISTRATION FROM THE SOLE SERVICE PROVIDER FOR THIS SPECIFIC EQUIPMENT, FOR THE PERIOD ENDING 30 JUNE 2016
653	EARLYWORX 282 (PTY) LTD	Clause 36(1)(a)(v)	R 2,965.79	R 0.00	R 415.21	R 3,381.00	PAYMENT OF ANNUAL FEES FOR FRANKING MACHINES
654	WORK DYNAMICS (PTY) LTD	Clause 36(1)(a)(v)	R 22,095.50	R 0.00	R 3,093.37	R 25,188.87	MARKET RELATED INFORMATION ON SECTION 54A & S56 DIRECTORS
655	ME GEORGE T/A MG ELECTRICAL	Clause 36(1)(a)(v)	R 10,350.00	R 0.00	R 0.00	R 10,350.00	REPAIRS OF LIGHTS AT GANSBAAI FIRE STATION
656	RFG ELECTRONICS CC	Clause 36(1)(a)(v)	R 85,386.00	R 0.00	R 11,954.04	R 97,340.04	LEASE AGREEMENT FOR HOSTING 7 ANTENNAE AT HAWSTON / ONRUS
657	HENRY GAFFLEY BUILDERS	Clause 36(1)(a)(v)	R 1,452.56	R 0.00	R 0.00	R 1,452.56	REPAIR OF ROOF & GUTTERS
658	LATERAL DYNAMICS (PTY) LTD	Clause 36(1)(a)(v)	R 0.00	R 266,277.00	R 37,278.78	R 303,555.78	PROVISION & MAINTENANCE OF E-MAIL ARCHIVING SOLUTION
659	LATERAL DYNAMICS (PTY) LTD	Clause 36(1)(a)(v)	R 55,959.75	R 0.00	R 7,834.36	R 63,794.11	SUPPLY & DELIVERY OF SYNC SORT MAINTENANCE RENEWAL
660	HYBRICODE (PTY) LTD. T/A NASHUA BREED VALLEY	Clause 36(1)(a)(v)	R 76,516.20	R 0.00	R 10,712.27	R 87,228.47	MAINTENANCE OF 3 X MULTIFUNCTIONAL OFFICE MACHINES IN THE OVERSTRAND MUNICIPAL AREA
661	FIRE RAIDERS CAPE ( PTY ) LTD	Clause 36(1)(a)(v)	R 10,414.34	R 0.00	R 1,458.01	R 11,872.35	FIRE TRUCK: CEM 2179 SERVICE AND REPAIR HALE PUMP
662	WALKER BAY VETERINARY CLINIC	Clause 36(1)(a)(v)	R 394.74	R 0.00	R 55.26	R 450.00	EUTHANASIA OF AN INJURED BABOON
663	ARVESCO 100 (PTY) LTD	Clause 36(1)(a)(v)	R 70,175.44	R 0.00	R 9,824.56	R 80,000.00	LEASING OF OFFICE SPACE: 3 MYRTLE STREET, HERMANUS
664	JETVAC SOUTH AFRICA (PTY) LTD	Clause 36(1)(a)(i)	R 5,250.00	R 0.00	R 735.00	R 5,985.00	HIRING OF COMBINATION SEWERAGE TANKER TO UNBLOCK SEWERAGE LINE ON SUNDAY, 26 JUNE 2016
665	SYNTELL (PTY) LTD	Clause 36(1)(a)(v)	R 11,808,068.80	R 0.00	R 1,653,129.63	R 13,461,198.43	THE PROCESSING OF TRAFFIC FINES ISSUED ON OR BEFORE 30 JUNE 2015

**R 21,906,816.79 R 366,720.61 R 3,007,458.49 R 25,280,995.89**

**SUPPLY CHAIN MANAGEMENT**

**AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE IN EXCESS OF R2 000- 2015/2016 FINANCIAL YEAR IN TERMS OF CLAUSE 45 OF THE POLIC**

Cred No	Code	Relationship	To Whom	CAPACITY	Creditor Name	Total
G000205	SS01	SPOUSE	MRS N MOODLEY	DIRECTOR: INFORMATICS, DEPT OF HEALTH	CONLOG (PTY) LTD	171,244.48
G004348	SS01	SPOUSE	JG NEL, GBAAI ADMIN. OVERSTRA	Supervisor at Overstrand Municipality	NEL MM	3,370.00
G93221	SS04	INLAW	LOUIS JANTJIES	Storekeeper (Overstrand Municipality)	EUROPA E (ELSA KONSTRUKSIE)	12,950.00
G93412	SS01	SPOUSE	LOUIS JANTJIES	Storekeeper (Overstrand Municipality)	JANTJIES C	3,000.00
G93483	SS03	PARENT	JAKOBUS JOHANNES ENGEL	Supervisor - driver - par (Overstrand Municipality)	BESTER M	16,800.00
G93568	SS01	SPOUSE	JURITA BOOKER	Senior Clerk - client services (Overstrand Municipality)	CRAZEE DESIGN & PRINTING	15,286.10
G93569	SS12	FAMILY	DEDE PEDRO	System Analyst - community services (O.M.)	HANSEN D	1,750.00
H90203	SS05	BROTHER	LIONEL HENEKE	Paramedic (Western Cape dept of health)	ELEANOR'S CATERING SERVICE	78,225.00
H90539	SS12	FAMILY	PETER BURGER	Manager - Operational services (O.M.)	AIR FREEZE (PTY) LTD	20,854.70
H91182	SS01	SPOUSE	JONELLE WILLIAMS (TRAFFIC)	Clerk 2 - Traffic department (Overstrand Municipality)	WALLY'S PANELBEATERS	169,088.83
H91262	SS01	SPOUSE	ESMARILDA ARENDSE	Teacher at the department of the western cape	ARENDSE RW	423,387.15
H91279	SS01	SPOUSE	JACQUELINE BEUKES	Social worker, at the department of Soc services	BERGSTAN SOUTH AFRICA	19,096.61
H91494	SS12	FAMILY	REFER TO SUPPLIERS DATABASE	School Principal Hawston Dept of Education	OVERSTRAND TRAINING INSTITUTE	5,550.00
H91662	SS01	SPOUSE	MERLE JORDAAN	Teacher at the department of the western cape	JORDAAN BJ	7,000.00
H91750	SS04	INLAW	GERRIT COETZEE	Principal technician - building department (O.M.)	DU PLESSIS SW	639,283.30
H92073	SS02	CHILD	ALETHEA JOHNSON	Library assistant - Overstrand Municipality	JAHWU HIRING	20,685.00
H93234	SS02	CHILD	ANDRE VANCOILLIE	Chief town and regional planner (O.M.)	CSM CONSULTING SERVICES (PTY) LTD	108,983.27
H94561	SS02	CHILD	SIMONE BARNES	Worker at the 'Department of the premier' (National government)	PJ BOOKBINDERS	20,836.92
H94586	SS01	SPOUSE	HELOISE FORTUNE	Typist / Clerk (Overstrand Municipality)	AJ MOTOR TRIMMERS	63,180.00
H95065	SS06	SISTER	LIZL CAROLISSEN	Clerk 2 - Traffic department (Overstrand Municipality)	OVERSTRAND TOURS CC	4,800.00
H95124	SS05	BROTHER	WILLIE CARELSE (PARKS OVER MUN	General Worker at Overstrand Municipality	CARELSE EG	35,621.75
H95172	SS01	SPOUSE	CHARLOTTE HECTOR	Quality Accessor (NHBRC)	PREMISES	42,863.52
H95342	SS03	PARENT	JARRAD PAUL GREY	Seaman (SA navy)	CUPINC HERMANUS (PTY) LTD CUPBOARDS INC	65,262.22
H95562	SS02	CHILD	MS JP VAN DEVENTER	Teacher at the department of the western cape	UYLENVLEI RETREAT	4,900.00
H95571	SS07	UNCLE	JC DE VILLE	Police officer (SAPS)	AUTO REPAIRS	48,270.50
H95614	SS02	CHILD	BRONWYN DU PLESSIS	Admin clerk (Overstrand Municipality)	DU PLESSIS AA (ANGIES CATERING)	29,430.00
H95726	SS03	PARENT	JOHN MITCHELL (JNR)	Truck Driver (Theewaterskloof municipality)	MITCHELL J	59,445.00
H95754	SS03	PARENT	PIKISWA SEPTEMBER	Nurse (department of health)	LAYZO EVENTS MANAGEMENT AND ENTERTAINMEN	17,800.00
H95774	SS01	SPOUSE	ANDILE WILLIAM PONI	Police officer (SAPS)	VERA & SONS	8,400.00
H95816	SS02	CHILD	DR PAM ALBERTYN	Wow Teams (National Parks)	BREDASDORP VLAKTE FIRE PROTECTION ASSOCI	3,564.00
H96036	SS06	SISTER	JOLENE BAZIER	Nurse (Hermanus Mediclinic)	ROBERTS RW	3,600.00
K900574	SS05	BROTHER	ALFRANCO, ROADS, KMOND, OVERST	General Worker (Overstrand Municipality)	FLORIS SM	3,200.00
K90302	SS05	BROTHER	WILLIE CARELSE (PARKS OVER MUN	General Worker (Overstrand Municipality)	CARELSE EG	145,092.15
K91254	SS05	BROTHER	WILLIE KARELSE	Truck Driver (Overstrand Municipality)	KARELSE G (GLENWAN KARELSE CLEANING SERV	508,339.14
K94453	SS01	SPOUSE	DELICIA APPEL	Marketing and Communication (Sanbi)	APPEL VM	52,800.00
K94533	SS02	CHILD	CARLA C SWARTZ	Senior Clerk - Administration (O.M.)	SWARTZ L	2,415.00
K94590	SS01	SPOUSE	STEPHEN WILLIAMS	Clerk, Operational, Kleinmond (O.M.)	FOUR HELPS ENTERPRISE	36,390.00
G004085	SS03	PARENT	JC VERMEULEN (HATIE) GANSBAAI	Accountant Revenue (Local government)	D & J VERVOER	698,771.53
G91253	SS03	PARENT	HV MACHIMANA	Social worker (provincial government)	ADENCO CONSTRUCTION (PTY) LTD	59,600.74

H000087	SS03	PARENT	HV MACHIMANA	Social worker (provincial government)	ADENCO CONSTRUCTION (PTY) LTD	141,391.44
H000087	SS03	PARENT	HV MACHIMANA	Social worker (provincial government)	ADENCO CONSTRUCTION (PTY) LTD	7,823,082.99
H90125	SS01	SPOUSE	RIANA STEENEKAMP	PA - Director Management (O.M.)	MAXITEC	774,720.72
H91522	SS04	INLAW	KARIN VAN DER MERWE	Human Resources - Training (Overstrand Municipality)	HERMANUS TOWING	119,700.00
H93338	SS01	SPOUSE	CARLOW ENGELBRECHT	Administrator (Overstrand Municipality)	ENGELBRECHT & SCORGIE TEKENKANTOOR BK	503,263.09
H93338	SS01	SPOUSE	CARLOW ENGELBRECHT	Administrator (Overstrand Municipality)	ENGELBRECHT & SCORGIE TEKENKANTOOR BK	32,608.87
H93352	SS02	CHILD	HA GOEDDE	General Worker (Overstrand Municipality)	GANSBAAI AIRCON AND REFRIGERATION CC	261,942.99
H93950	SS01	SPOUSE	HANLIE VAN TONDER	Manager - council (Overstrand Municipality)	QUINTESSENTIAL SECURITY CC	7,999,980.15
H93950	SS01	SPOUSE	HANLIE VAN TONDER	Manager - council (Overstrand Municipality)	QUINTESSENTIAL SECURITY CC	70,904.16
H94051	SS03	PARENT	HV MACHIMANA / B SKOSANA	Social worker (provincial government)	POWERREC (PTY) LTD	30,757.20
H94446	SS01	SPOUSE	SOPHIA FRANCES ANITA DAVIDS	Teacher at the department of the western cape	IKAPA RETICULATION & FLOW	2,826,090.46
H94446	SS01	SPOUSE	SOPHIA FRANCES ANITA DAVIDS	Teacher at the department of the western cape	IKAPA RETICULATION & FLOW	17,904.94
H94673	SS01	SPOUSE	E SALES; INLAW DENISE BRAND	PA - Director - Infrastructure (O.M.)	SALES A	130,019.00
H94673	SS01	SPOUSE	E SALES; INLAW DENISE BRAND	PA - Director - Infrastructure (O.M.)	SALES A	44,256.17
	SS04	INLAW	KARIN VAN DER MERWE	Human Resources - Training (Overstrand Municipality)	LEANDRA MINNAAR	900,000.01

**R 25,307,759.10**

## Appendix A

June 2016

### Schedule of external loans as at 30 June 2016

	Loan Number	Redeemable	Balance at 30 June 2015	Received during the period	Redeemed written off during the period	Balance at 31 March 2016
			Rand	Rand	Rand	Rand
<b>Development Bank of South Africa</b>						
DBSA @ 7.894%	13535/102	2020	1,570,486	-	314,098	1,256,388
DBSA @ 7.894%	13543/101	2019	1,368,075	-	273,614	1,094,461
DBSA @ 7.594%	13761/101	2020	1,434,094	-	260,744	1,173,350
DBSA @ 12.00%	10450/102	2017	281,965	-	132,743	149,222
DBSA @ 9.86%	102169/1	2022	10,907,271	-	1,144,315	9,762,956
DBSA @ 10.92%	103946/1	2026	44,000,000	-	4,000,000	40,000,000
DBSA @ 10.60%	103946/2	2026	100,000,000	-	-	100,000,000
DBSA @ 11.833%	61007348		-	30,000,000	70,460	29,929,540
			<b>159,561,891</b>	<b>30,000,000</b>	<b>6,195,974</b>	<b>183,365,917</b>
<b>Lease liability</b>						
SHARP @ 15.07%		2014	-	-	-	-
NASHUA @ 9.00%		2014	-	-	-	-
CAPE OFFICE @ 16.37%		2015	-	-	-	-
SHARP @ 13.74%		2014	-	-	-	-
TRACKTONE @ 13.52%		2017	140,422	-	80,454	59,968
			<b>140,422</b>	<b>-</b>	<b>80,454</b>	<b>59,968</b>
<b>Annuity loans</b>						
ABSA @ 10.38%	0387230981	2024	55,098,335	-	3,621,054	51,477,281
ABSA @ 10.44%	4073054262	2024	30,654,697	-	2,192,437	28,462,260
ABSA @ 10.82%	4073923493	2024	32,399,113	-	2,269,503	30,129,610
ABSA @ 7.92%	0387230983	2020	5,371,085	-	913,339	4,457,746
ABSA @ 9.11%	0387230982	2028	29,493,177	-	1,252,704	28,240,473
ABSA @ 10.94%	0387230984	2029	38,759,875	-	1,256,831	37,503,044
ABSA @ 9.69%	0387230985	2021	1,252,026	-	162,348	1,089,678
ABSA @ 9.95%	0387230986	2030	34,800,000	-	1,036,493	33,763,507
ABSA @ 9.30%	0387230987	2022	5,200,000	-	550,918	4,649,082
INCA @ 10.09%		2022	39,853,381	-	4,158,085	35,695,296
			<b>272,881,689</b>	<b>-</b>	<b>17,413,712</b>	<b>255,467,977</b>
<b>Total external loans</b>						
Development Bank of South Africa			159,561,891	30,000,000	6,195,974	183,365,917
Lease liability			140,422	-	80,454	59,968
Annuity loans			272,881,689	-	17,413,712	255,467,977
			<b>432,584,002</b>	<b>30,000,000</b>	<b>23,690,140</b>	<b>438,893,862</b>

## Appendix B

June 2016

### Analysis of property, plant and equipment as at 30 June 2016 Cost/Revaluation Accumulated depreciation

	Opening Balance Rand	Additions Rand	Disposals Rand	Transfers Rand	Revaluations Rand	Fair value adjustment Rand	Closing Balance Rand	Opening Balance Rand	Disposals Rand	Transfers Rand	Depreciation Rand	Impairment loss Rand	Closing Balance Rand	Carrying value Rand
<b>Land and buildings</b>														
Land (Separate for AFS purposes)	347,657,620	159,835	(488,697)	-	-	-	347,328,758	(425,208)	-	-	-	-	(425,208)	346,903,550
Buildings (Separate for AFS purposes)	433,467,627	7,083,444	-	-	-	-	440,551,071	(144,571,236)	-	-	(10,598,451)	-	(155,169,687)	285,381,384
	<b>781,125,247</b>	<b>7,243,279</b>	<b>(488,697)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>787,879,829</b>	<b>(144,996,444)</b>	<b>-</b>	<b>-</b>	<b>(10,598,451)</b>	<b>-</b>	<b>(155,594,895)</b>	<b>632,284,934</b>
<b>Infrastructure</b>														
Roads, Pavements & Bridges	1,440,801,493	23,190,501	-	-	-	-	1,463,991,994	(367,556,466)	-	-	(31,523,524)	-	(399,079,990)	1,064,912,004
Storm water	279,295,172	9,425,952	-	-	-	-	288,721,124	(84,462,204)	-	-	(5,500,280)	-	(89,962,484)	198,758,640
Electricity	976,269,098	18,668,887	-	-	-	-	994,937,985	(437,678,867)	-	-	(24,085,865)	-	(461,764,732)	533,173,253
Water	1,004,446,077	17,790,114	-	-	-	-	1,022,236,191	(477,234,495)	-	-	(26,570,351)	-	(503,804,846)	518,431,345
Sewerage	619,974,518	15,155,981	-	-	-	-	635,130,499	(240,658,858)	-	-	(15,608,837)	-	(256,267,695)	378,862,804
Solid waste disposal	55,867,227	-	-	-	-	-	55,867,227	(12,684,737)	-	-	(3,914,811)	-	(16,599,548)	39,267,679
	<b>4,376,653,585</b>	<b>84,231,435</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,460,885,020</b>	<b>(1,620,275,627)</b>	<b>-</b>	<b>-</b>	<b>(107,203,668)</b>	<b>-</b>	<b>(1,727,479,295)</b>	<b>2,733,405,725</b>
<b>Heritage assets</b>														
Land and buildings	133,265,889	-	-	-	-	-	133,265,889	(9,250,000)	-	-	-	-	(9,250,000)	124,015,889
Other assets	166,309	-	-	-	-	-	166,309	-	-	-	-	-	-	166,309
	<b>133,432,198</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>133,432,198</b>	<b>(9,250,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(9,250,000)</b>	<b>124,182,198</b>
<b>Other assets</b>														
General vehicles	60,732,995	13,070	(446,034)	-	-	-	60,300,031	(12,142,377)	67,575	-	(1,725,457)	(632,277)	(14,432,536)	45,867,495
Furniture & Fittings	24,155,409	1,310,012	(44,686)	-	-	-	25,420,735	(10,716,604)	22,744	-	(2,143,507)	(55,404)	(12,892,771)	12,527,964
Machinery & Equipment	8,996,473	205,490	(1,104,066)	-	-	-	8,097,897	(4,303,806)	758,084	-	(816,330)	(10,770)	(4,378,822)	3,719,075
Office Equipment - Leased	304,214	-	-	-	-	-	304,214	(112,981)	-	-	(112,797)	-	(225,776)	78,436
	<b>94,189,091</b>	<b>1,528,572</b>	<b>(1,594,786)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>94,122,877</b>	<b>(27,281,768)</b>	<b>848,403</b>	<b>-</b>	<b>(4,798,091)</b>	<b>(698,451)</b>	<b>(31,929,907)</b>	<b>62,192,970</b>



# Analysis of property, plant and equipment as at 30 June 2016

## Accumulated depreciation

### Cost/Revaluation

	Opening Balance Rand	Additions		Disposals		Transfers		Revaluations		Fair value adjustment Rand	Closing Balance Rand		Opening Balance Rand		Disposals		Transfers		Depreciation		Impairment loss		Closing Balance Rand		Carrying value Rand	
		Rand		Rand		Rand		Rand			Rand		Rand		Rand		Rand		Rand		Rand		Rand		Rand	
<b>Total property plant and equipment</b>																										
Land and buildings	781,125,247	7,243,279	(488,697)	-	-	-	-	-	-	-	787,879,829	(144,996,444)	-	-	-	-	-	-	(10,598,451)	-	-	-	(155,594,895)	632,284,934		
Infrastructure	4,376,653,585	84,231,435	-	-	-	-	-	-	-	-	4,460,885,020	(1,620,275,627)	-	-	-	-	-	-	(107,203,668)	-	-	-	1,727,479,295	2,733,405,725		
Heritage assets	133,432,198	-	-	-	-	-	-	-	-	-	133,432,198	(9,250,000)	-	-	-	-	-	-	-	-	-	-	(9,250,000)	124,182,198		
Other assets	94,189,091	1,528,572	(1,594,786)	-	-	-	-	-	-	-	94,122,877	(27,281,768)	-	-	848,403	-	-	-	(4,798,091)	(698,451)	-	-	(31,929,907)	62,192,970		
	<b>5,385,400,121</b>	<b>93,003,286</b>	<b>(2,083,483)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,476,319,924</b>	<b>(1,801,803,839)</b>	<b>-</b>	<b>-</b>	<b>848,403</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(122,600,210)</b>	<b>(698,451)</b>	<b>-</b>	<b>-</b>	<b>1,924,254,097</b>	<b>3,552,065,827</b>		
<b>Intangible assets</b>																										
Computers - software & programming	4,559,619	1,482,751	(9,700)	-	-	-	-	-	-	-	6,032,670	(1,413,928)	-	-	7,815	-	-	-	(214,882)	-	-	-	(1,620,995)	4,411,675		
Water rights	2,360,000	-	-	-	-	-	-	-	-	-	2,360,000	-	-	-	-	-	-	-	-	-	-	-	-	2,360,000		
	<b>6,919,619</b>	<b>1,482,751</b>	<b>(9,700)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,392,670</b>	<b>(1,413,928)</b>	<b>-</b>	<b>-</b>	<b>7,815</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(214,882)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,620,995)</b>	<b>6,771,675</b>		
<b>Investment properties</b>																										
Investment property	144,822,500	800,000	-	-	-	-	-	-	-	6,927,500	152,550,000	-	-	-	-	-	-	-	-	-	-	-	-	152,550,000		
	<b>144,822,500</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,927,500</b>	<b>152,550,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>152,550,000</b>		
<b>Total</b>																										
Land and buildings	781,125,247	7,243,279	(488,697)	-	-	-	-	-	-	-	787,879,829	(144,996,444)	-	-	-	-	-	-	(10,598,451)	-	-	-	(155,594,895)	632,284,934		
Infrastructure	4,376,653,585	84,231,435	-	-	-	-	-	-	-	-	4,460,885,020	(1,620,275,627)	-	-	-	-	-	-	(107,203,668)	-	-	-	1,727,479,295	2,733,405,725		
Heritage assets	133,432,198	-	-	-	-	-	-	-	-	-	133,432,198	(9,250,000)	-	-	-	-	-	-	-	-	-	-	(9,250,000)	124,182,198		
Other assets	94,189,091	1,528,572	(1,594,786)	-	-	-	-	-	-	-	94,122,877	(27,281,768)	-	-	848,403	-	-	-	(4,798,091)	(698,451)	-	-	(31,929,907)	62,192,970		
Intangible assets	6,919,619	1,482,751	(9,700)	-	-	-	-	-	-	-	8,392,670	(1,413,928)	-	-	7,815	-	-	-	(214,882)	-	-	-	(1,620,995)	6,771,675		
Investment properties	144,822,500	800,000	-	-	-	-	-	-	-	6,927,500	152,550,000	-	-	-	-	-	-	-	-	-	-	-	-	152,550,000		
	<b>5,537,142,240</b>	<b>95,286,037</b>	<b>(2,093,183)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,927,500</b>	<b>5,637,262,594</b>	<b>(1,803,217,767)</b>	<b>-</b>	<b>-</b>	<b>856,218</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(122,815,092)</b>	<b>(698,451)</b>	<b>-</b>	<b>-</b>	<b>1,925,875,092</b>	<b>3,711,387,502</b>		

## Appendix C

June 2016

### Segmental analysis of property, plant and equipment as at 30 June 2016 Cost/Revaluation Accumulated Depreciation

	Opening Balance Rand	Additions Rand	Disposals Rand	Transfers Rand	Revaluations Rand	Fair value adjustment Rand	Closing Balance Rand	Opening Balance Rand	Disposals Rand	Transfers Rand	Depreciation Rand	Impairment deficit Rand	Closing Balance Rand	Carrying value Rand
<b>Municipality</b>														
Executive & Council/Mayor and Council	133,432,198	-	-	-	-	-	133,432,198	(9,250,000)	-	-	-	-	(9,250,000)	124,182,198
Waste Management	55,867,227	-	-	-	-	-	55,867,227	(12,684,737)	-	-	(3,914,811)	-	(16,599,548)	39,267,679
Comm. & Social/Libraries and archives	761,125,247	7,243,279	(488,697)	-	-	-	767,879,829	(144,996,444)	-	-	(10,598,451)	-	(155,594,895)	632,284,934
Waste Water Management/Sewerage	619,974,518	15,155,981	-	-	-	-	635,130,499	(240,658,858)	-	-	(15,608,837)	-	(256,267,695)	378,862,804
Road Transport/Roads	1,720,096,667	32,616,453	-	-	-	-	1,752,713,120	(452,018,670)	-	-	(37,023,804)	-	(489,042,474)	1,263,670,646
Water/Water Distribution	1,004,446,077	17,790,114	-	-	-	-	1,022,236,191	(477,234,495)	-	-	(26,570,351)	-	(503,804,846)	518,431,345
Electricity /Electricity Distribution	976,269,098	18,668,887	-	-	-	-	994,937,985	(437,678,867)	-	-	(24,085,865)	-	(461,764,732)	533,173,253
Corporate Services	245,931,210	3,811,324	(1,604,485)	-	-	6,927,500	255,065,549	(28,695,696)	856,218	-	(5,012,972)	(698,452)	(33,550,902)	221,514,647
<b>Total</b>	<b>5,537,142,242</b>	<b>95,286,038</b>	<b>(2,093,182)</b>	<b>-</b>	<b>-</b>	<b>6,927,500</b>	<b>5,637,262,598</b>	<b>1,803,217,767</b>	<b>856,218</b>	<b>-</b>	<b>(122,815,091)</b>	<b>(698,452)</b>	<b>1,925,875,092</b>	<b>3,711,387,506</b>
<b>Municipality</b>														
	5,537,142,242	95,286,038	(2,093,182)	-	-	6,927,500	5,637,262,598	1,803,217,767	856,218	-	(122,815,091)	(698,452)	1,925,875,092	3,711,387,506
<b>Total</b>	<b>5,537,142,242</b>	<b>95,286,038</b>	<b>(2,093,182)</b>	<b>-</b>	<b>-</b>	<b>6,927,500</b>	<b>5,637,262,598</b>	<b>1,803,217,767</b>	<b>856,218</b>	<b>-</b>	<b>(122,815,091)</b>	<b>(698,452)</b>	<b>1,925,875,092</b>	<b>3,711,387,506</b>

## Appendix D

June 2016

### Segmental Statement of Financial Performance for the year ended Prior Year Current Year

Actual Income Rand	Actual Expenditure Rand	Surplus /(Deficit) Rand		Actual Income Rand	Actual Expenditure Rand	Surplus /(Deficit) Rand
<b>Municipality</b>						
52,464,250	92,970,615	(40,506,365)	Executive & Council/Mayor and Council	64,990,890	95,242,096	(30,251,206)
172,600,990	60,149,497	112,451,493	Finance & Admin/Finance	190,121,448	63,843,155	126,278,293
11,963,618	50,328,243	(38,364,625)	Planning and Development/Economic Development/Plan	13,627,207	62,958,386	(49,331,179)
10,785,295	64,367,497	(53,582,202)	Corporate Services	17,734,022	74,839,082	(57,105,060)
3,076,505	37,528,409	(34,451,904)	Comm. & Social/Libraries and archives	6,248,984	30,623,903	(24,374,919)
30,750,315	12,666,102	18,084,213	Housing	56,495,589	15,175,713	41,319,876
24,496,328	54,787,744	(30,291,416)	Public Safety/Police	30,412,406	61,347,314	(30,934,908)
7,937,513	16,188,107	(8,250,594)	Sport and Recreation	9,743,166	14,289,444	(4,546,278)
18,917	6,710,636	(6,691,719)	Environmental Protection/Pollution Control	9,191	4,755,989	(4,746,798)
76,603,163	67,964,207	8,638,956	Waste Water Management/Sewerage	79,987,513	57,091,684	22,895,829
8,001,485	98,106,678	(90,105,193)	Road Transport/Roads	12,070,581	86,499,858	(74,429,277)
109,508,096	94,333,135	15,174,961	Water/Water Distribution	117,842,865	67,334,857	50,508,008
288,966,567	275,706,743	13,259,824	Electricity /Electricity Distribution	334,723,611	261,042,219	73,681,392
60,955,546	101,665,455	(40,709,909)	Waste Management	61,732,473	49,000,373	12,732,100
<b>858,128,588</b>	<b>1,033,473,068</b>	<b>(175,344,480)</b>		<b>995,739,946</b>	<b>944,044,073</b>	<b>51,695,873</b>
<b>Other charges</b>						
-	(111,300,000)	111,300,000		-	-	-
-	<b>(111,300,000)</b>	<b>111,300,000</b>		-	-	-
858,128,588	1,033,473,068	(175,344,480)	Municipality	995,739,946	944,044,073	51,695,873
-	(111,300,000)	111,300,000	Other charges	-	-	-
<b>858,128,588</b>	<b>922,173,068</b>	<b>(64,044,480)</b>	<b>Total</b>	<b>995,739,946</b>	<b>944,044,073</b>	<b>51,695,873</b>

## Appendix E(1)

June 2016

### Actual versus Budget(Revenue and Expenditure) for the year ended 30 June 2016

	Current year 2016 Act. Bal.	Current year 2016 Adjusted budget Rand	Variance Rand	Var	Explanation of Significant Variances greater than 10% versus Budget
	Rand	Rand	Rand		
<b>Revenue</b>					
Property rates	164,554,175	162,730,300	1,823,875	1.1	Refer to note 54
Service charges	573,195,348	568,784,403	4,410,945	0.8	Refer to note 54
Rental of facilities and equipment	9,949,824	5,359,975	4,589,849	85.6	Refer to note 54
Agency services	3,211,107	2,970,000	241,107	8.1	Refer to note 54
Licences and permits	2,423,131	2,189,500	233,631	10.7	Refer to note 54
Property rates - penalties imposed	565,115	891,000	(325,885)	(36.6)	Refer to note 54
Government grants & subsidies	164,280,509	164,316,191	(35,682)	-	Refer to note 54
Public contributions and donations	984,745	1,000,000	(15,255)	(1.5)	Refer to note 54
Fines, Penalties and Forfeits	23,893,259	31,859,480	(7,966,221)	(25.0)	Refer to note 54
Other income	28,288,350	20,324,100	7,964,250	39.2	Refer to note 54
Interest received - Bank	3,881,829	2,300,000	1,581,829	68.8	Refer to note 54
Interest received - Consumer debtors	2,734,623	3,302,750	(568,127)	(17.2)	Refer to note 54
Interest received - other	31,752	25,000	6,752	27.0	Refer to note 54
Interest received - Investments	8,295,603	5,781,408	2,514,195	43.5	Refer to note 54
	986,289,370	971,834,107	14,455,263	1.5	
<b>Expenses</b>					
Personnel	(273,115,395)	(284,018,969)	10,903,574	(3.8)	Refer to note 54
Remuneration of councillors	(8,566,074)	(8,674,498)	108,424	(1.2)	Refer to note 54
Depreciation	(122,599,982)	(110,235,849)	(12,364,133)	11.2	Refer to note 54
Amortisation	(215,110)	(1,125,659)	910,549	(80.9)	Refer to note 54
Impairments	(698,452)	-	(698,452)	100.0	Refer to note 54
Finance costs	(46,207,492)	(46,894,846)	687,354	(1.5)	Refer to note 54
Bad debts written off	(19,128,011)	(22,792,000)	3,663,989	(16.1)	Refer to note 54
Materials	(19,604,899)	(52,512,193)	32,907,294	(62.7)	Refer to note 54
Bulk purchases	(194,619,535)	(191,573,082)	(3,046,453)	1.6	Refer to note 54
Contracted Services	(112,338,080)	(164,773,148)	52,435,068	(31.8)	Refer to note 54
Transfers and Subsidies	(51,089,762)	(50,760,890)	(328,872)	0.6	Refer to note 54
General Expenses	(94,120,323)	(55,602,880)	(38,517,443)	69.3	Refer to note 54
Lease rentals on operating leases	(505,881)	(760,400)	254,519	(33.5)	Refer to note 54
	(942,808,996)	(989,724,414)	46,915,418	(4.7)	
Other revenue and costs					
Gain or loss on disposal of assets and liabilities	(323,172)	-	(323,172)	100.0	Refer to note 54
Fair value adjustments	8,538,671	3,000,000	5,538,671	184.6	Refer to note 54
Net surplus/ (deficit) for the year	51,695,873	(14,890,307)	66,586,180	(447.2)	

### Budget Analysis of Capital Expenditure as at 30 June 2016

	Capital expenditure Rand	Revised Budget Rand	Variance Rand	Variance %	Explanation of significant variances from budget
<b>Municipality</b>					
Planning and Development/Economic Development	33,287	25,000	(8,287)	(33)	Refer to note 57
Waste Management	24,737	14,900	(9,837)	(66)	Refer to note 54
Comm. & Social/Libraries and archives	3,169,253	3,204,000	34,747	1	Refer to note 54
Housing	25,985,007	26,079,819	94,812	-	Refer to note 54
Public Safety/Police	264,405	895,000	630,595	70	Refer to note 54
Sport and Recreation	3,310,657	5,065,615	1,754,958	35	Refer to note 54
Waste Water Management/Sewerage	11,874,720	11,487,000	(387,720)	(3)	Refer to note 54
Road Transport/Roads	13,225,609	13,204,327	(21,282)	-	Refer to note 54
Water/Water Distribution	14,232,323	16,390,184	2,157,861	13	Refer to note 54
Electricity /Electricity Distribution	18,237,177	22,891,416	4,654,239	20	Refer to note 54
Corporate Services	4,928,862	4,129,030	(799,832)	(19)	Refer to note 54
	<b>95,286,037</b>	<b>103,386,291</b>	<b>8,100,254</b>	<b>8</b>	



Appendix F  
Disclosures  
June 2016[illegible]

**Note:** A municipality should provide additional information on how a grant was spent per Vote. This excludes allocations from the Equitable Share.

**ANNEXURE B:**  
**REPORT OF THE AUDITOR-GENERAL**

# **Report of the auditor-general to the Western Cape Provincial Parliament and the council on the Overstrand Municipality**

## **Report on the financial statements**

### **Introduction**

1. I have audited the financial statements of the Overstrand Municipality set out on pages 2 to 76 of Appendix A, which comprise the statement of financial position as at 30 June 2016, the statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as the notes, comprising a summary of significant accounting policies and other explanatory information.

### **Accounting officer's responsibility for the financial statements**

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act of South Africa, 2015 (Act No. 1 of 2015) (DoRA), and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor-general's responsibility**

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing. Those standards require that I comply with ethical requirements, and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the municipality's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

## **Opinion**

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Overstrand Municipality as at 30 June 2016 and its financial performance and cash flows for the year then ended, in accordance with SA Standards of GRAP and the requirements of the MFMA and DoRA.

## **Emphasis of matters**

7. I draw attention to the matters below. My opinion is not modified in respect of these matters.

### Restatement of corresponding figures

8. As disclosed in note 43 to the financial statements, the corresponding figures for 30 June 2016 have been restated as a result of errors discovered during 2015-16 in the financial statements of the municipality at, and for the year ended, 30 June 2015.

### Material impairments

9. As disclosed in notes 11 and 13 to the financial statements, the receivables from fines and consumer debtors were impaired by R29,7 million and R19,1 million, respectively, at 30 June 2016.

## **Additional matters**

10. I draw attention to the matters below. My opinion is not modified in respect of these matters.

### Unaudited supplementary schedules

11. The supplementary information set out on pages 77 to 84 of Appendix A does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion thereon.

### Unaudited disclosure notes

12. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion thereon.

## Report on other legal and regulatory requirements

13. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report findings on the reported performance information against predetermined objectives for selected key performance areas presented in the annual performance report, compliance with legislation and internal control. The objective of my tests was to identify reportable findings as described under each subheading, but not to gather evidence to express assurance on these matters. Accordingly, I do not express an opinion or conclusion on these matters.

### **Predetermined objectives**

14. I performed procedures to obtain evidence about the usefulness and reliability of the reported performance information for the following selected key performance area presented in the annual performance report of the municipality for the year ended 30 June 2016:
  - Key performance area: basic service delivery on pages 116 to 120
15. I evaluated the usefulness of the reported performance information to determine whether it was presented in accordance with the National Treasury's annual reporting principles and whether the reported performance was consistent with the planned key performance areas. I further performed tests to determine whether indicators and targets were well defined, verifiable, specific, measurable, time bound and relevant, as required by the National Treasury's Framework for Managing Programme Performance Information.
16. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
17. I did not identify any material findings on the usefulness and reliability of the reported performance information for the following key performance area:
  - Basic service delivery

### **Additional matters**

18. Although I identified no material findings on the usefulness and reliability of the reported performance information for the selected key performance area, I draw attention to the following matters:

#### Achievement of planned targets

19. Refer to the annual performance report on pages 116 to 120 for information on the achievement of the planned targets for the year.

## Unaudited supplementary information

20. The supplementary information set out on pages 100 to 115 and 121 to 315 does not form part of the annual performance report and is presented as additional information. I have not audited these schedules and, accordingly, I do not express a conclusion thereon.

## **Compliance with legislation**

21. I performed procedures to obtain evidence that the municipality had complied with applicable legislation regarding financial matters, financial management and other related matters. I did not identify any instances of material non-compliance with specific matters in key legislation, as set out in the general notice issued in terms of the PAA.

## **Internal control**

22. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with legislation. I did not identify any significant deficiencies in internal control.

*Auditor General*

Century City

30 November 2016



AUDITOR - GENERAL  
SOUTH AFRICA

*Auditing to build public confidence*

**ANNEXURE C:**  
**REPORT OF THE AUDIT COMMITTEE**

**OVERSTRAND MUNICIPALITY**  
**ANNUAL OVERSIGHT REPORT OF THE JOINT AUDIT AND PERFORMANCE AUDIT**  
**COMMITTEE (JAPAC) FOR THE FINANCIAL YEAR ENDED 30 JUNE 2016**

---

**1. Introduction**

The Audit Committee and Performance Audit Committee are independent statutory committees appointed by the Council in terms of section 166 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and Local Government: Municipal Planning and Performance Management Regulations, 2001. We are pleased to present our oversight report for the financial year ended 30 June 2016.

**2. JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE (JAPAC)**

**2.1 Members**

During the year, the municipality had a separate Audit Committee and a Performance Audit Committee. On the 25<sup>th</sup> of May 2016, Council approved the Joint Audit and Performance Audit Committee Charter, which allowed for the abolishment of the separate Audit Committee and Performance Audit Committee and established a Joint Audit and Performance Audit Committee.

The members of the Audit Committee were:

- Mrs KE Montgomery (Chairperson)
- Mr HV Liebenberg
- Mr HPA Beekman
- Mr BH van Staaden (resigned 14 January 2016)

The members of the Performance Audit Committee were same members as that of the Audit Committee except that there is a different Chairperson, namely HV Liebenberg.

The members of the Joint Audit and Performance Audit Committee (effective from 20 June 2016) were:

- Mr BH van Staaden (Chairperson)
- Mr HV Liebenberg
- Mrs KE Montgomery
- Mr HPA Beekman
- Mr R Kingwill

**2.2 Meetings**

The Audit Committee and Performance Audit Committee met on the following dates during the year under review:

- 16 September 2015
- 25 November 2015
- 14 January 2016
- 29 April 2016

The Joint Audit and Performance Audit Committee held its first meeting on 29 June 2016.

**OVERSTRAND MUNICIPALITY**  
**ANNUAL OVERSIGHT REPORT OF THE JOINT AUDIT AND PERFORMANCE AUDIT**  
**COMMITTEE (JAPAC) FOR THE FINANCIAL YEAR ENDED 30 JUNE 2016**

---

The Executive Mayor, Chairperson of the Finance & Economic Development Portfolio Committee, Municipal Manager, Director: Finance, Director: Management Services and Chief Audit Executive and Internal Audit officials, attended the meetings of the Audit Committee, Performance Audit Committee and Joint Audit and Performance Audit Committee.

### **2.3 Role and responsibilities**

The Audit Committees were fully functional for the year under review and operated in accordance with the adopted Audit Committee Charters, which were approved by Council. The provisions contained in the Local Government: Municipal Finance Management Act, 2003 and Internal Audit Framework, which was developed by National Treasury, are included in the Charter.

The Audit Committees substantially fulfilled its responsibilities for the year under review, as set out in section 166 of the Municipal Finance Management Act, 2003.

### **3. Reports reviewed**

The Audit Committee has reviewed the following reports, charters and documents for the period under review:

- 3.1 Fleet Management
- 3.2 Stormwater: Masterplanning and regular maintenance
- 3.3 Socio-economic “upliftment” processes/ activities
- 3.4 Fire prevention, fighting and rescue services
- 3.5 Additional municipal court (emphasis on duties of court cashier)
- 3.6 DORA
- 3.7 Key Control Assessment fourth quarter (April – June 2015) for the period 2014/2015
- 3.8 Key Control Assessment first quarter (July – September 2015) for the period 2015/2016
- 3.9 Key Control Assessment second quarter (October – December 2015) for the period 2015/2016
- 3.10.1 Key Control Assessment third quarter (January – March 2016) for the period 2015/2016
- 3.11 Predetermined Objectives 4<sup>th</sup> Quarter – Financial period 2014/2015
- 3.12 Predetermined Objectives 1<sup>st</sup> Quarter – Financial period 2015/2016
- 3.13 Predetermined Objectives 2<sup>nd</sup> Quarter – Financial period 2015/2016
- 3.14 Predetermined Objectives 3<sup>rd</sup> Quarter – Financial period 2015/2016

## OVERSTRAND MUNICIPALITY

### ANNUAL OVERSIGHT REPORT OF THE JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE (JAPAC) FOR THE FINANCIAL YEAR ENDED 30 JUNE 2016

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#### **4 Annual Financial Statements 2015/2016 financial period**

The JAPAC commends the Municipality for compiling and completing the Annual Financial Statements (AFS) in-house and with own resources.

The JAPAC also takes note that the Annual Financial Statements were not subjected to any form of correction with no material misstatements.

#### **5 Audit Report of the Auditor-General for 2015/2016**

The Audit Report of the Auditor-General for the 2015/2016 financial year has been reviewed by the JAPAC and commends the Municipality in maintaining its clean audit status.

#### **6 PERFORMANCE MANAGEMENT**

Based on the processes and assurances obtained from management, Internal Audit and Auditor-General, the Committee is satisfied that the performance management processes and the reporting thereof are adequate.

The Performance Audit Committee has taken note that no material findings were raised by the Auditor-General on the usefulness and reliability of the reported performance information.

#### **8 CONCLUSION**

The Audit Committees enjoyed the full cooperation of the Municipal Manager, Executive Mayor and councilors who attended meetings of the Audit Committees - with whom the Committees enjoy a good working relationship.

It should be noted that the Internal Audit department did valuable work and the Committees relied heavily on their inputs and effort.



**BH van Staaden**

**Chairperson**

*Joint Audit and Performance Audit Committee*

*Date: 19 December 2016*

**ANNEXURE D:**  
**WATER SERVICES DEVELOPMENT**  
**PLAN FOR 2015/16**



**WorleyParsons**

resources & energy

**EcoNomics**



# ***OVERSTRAND MUNICIPALITY***

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## *Annual Water Services Development Plan Performance- and Water Services Audit Report*

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as directed by the Water Services Act (Act 108 of 1997) and the Regulations relating to Compulsory National Standards and Measures to Conserve Water

### **FY 2015/2016**

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OVERSTRAND MUNICIPALITY



**Ref C00565-W03010100**

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## FOREWORD:

Overstrand Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act No.108 of 1997), as well as the “Regulations relating to compulsory national standards and measures to conserve water”, as issued in terms of sections 9(1) and 73(1)(j) of the Water Services Act, to report on the implementation of its WSDP during each financial year and to include a water services audit in such an annual report.

The WSDP Performance- and Water Services Audit is designed to monitor the compliance of Overstrand Municipality with these regulations. It also assists the communities within Overstrand Municipality's Management Area and the DWS to assess how well the Municipality is performing relative to their stated intentions and their capacity. The WSDP Performance- and Water Services Audit Report can be seen as an annexure to the Municipality's Annual Report. The Annual Report is compiled as required by the Local Government Municipal Systems Act, Act no 32 of 2000 (Section 46) and the Local Government: Municipal Finance Management Act, Act no 56 of 2003 (Section 121).

The Municipality's overall Blue Drop score came down from 96.82% for 2012 to 90.79% for 2014. The Overstrand Municipality team was well prepared and demonstrated their commitment to the Blue Drop assessment and water quality excellence. The Municipality obtained Blue Drop status for the Greater Hermanus system. Significant progress has been made by the municipality with regard to WC/WDM and projects have been ongoing for the last three years.

The overall 2014 Risk Rating for Overstrand Municipality is 41%, which translates into the 10<sup>th</sup> best performance in the Western Cape.

2013 Green Drop awards (>90%) were received for four of the WWTWs and drainage systems. The overall Green Drop Score for the Municipality was 89.14%. The strengths noticed by the DWS included the high overall compliance of effluent quality, prominent risk abatement and technical skilled staff with strong management support and involvement. The highest Green Drop score of 93.39% was for the Stanford WWTW and drainage system and the lowest Green Drop Score of 77.61% was for the Kleinmond WWTW and drainage system.

The CRRs decreased in two of the systems (Hermanus and Kleinmond), increased in two of the systems (Gansbaai and Hawston) and stayed the same for Stanford during the 2013/2014 Green Drop Progress Reporting in 2014. The Municipality is encouraged to continue with implementation of the GDIP and thus to ensure that progress at the systems is achieved and maintained. The overall risk profile is still very good, with 4 of 5 plants residing in low risk space.

The implementation of the Municipality's Water Demand Management Strategy has been extremely successful, with the overall raw water requirements for all the systems reduced from 9 206 MI in 2008/2009 to 7 028 MI in 2011/2012 (annual decrease of -8.6% over three year period) and a further steady increase over the last four years to 8 245 MI in 2015/2016 (annual increase of 4.07% over last four year period). The overall NRW for the 2015/2016 financial year was 1 350 MI (18.86%). Overstrand Municipality achieved a 100% score for their No Drop assessment by the DWS, which was assessed as part of the 2014 Blue Drop assessment.

The Municipality further continued with the augmentation of the various towns existing water sources in order to meet the future water requirements. Groundwater schemes like the Gateway, Camphill and Volmoed wellfields were successfully developed for the Greater Hermanus area, the Kouevlakte boreholes for Stanford and two new boreholes for Baardskeerdersbos. Possible bulk water supply from the Theewaterskloof dam to the Greater Hermanus area through Overberg Water's bulk water supply system is one of the schemes currently also investigated.

A comprehensive Performance Management System and Customer Services and Complaints system are also in place. The SDBIP is the process plan and performance indicator / evaluation process for the execution of the budget. The SDBIP is being used as a management, implementation and monitoring tool that assists and guide the Executive Mayor, Councillors, Municipal Manager, Senior Managers and the community. The plan serves as an input to the performance agreements of the Municipal Manager and Directors. It also forms the basis for the monthly, quarterly, mid-year and the annual assessment report and performance assessments of the Municipal Manager and Directors.

The Municipality has maintained a high and consistent level of service to its urban water consumers. After hour emergency requests are being dealt with by the control room on a twenty-four hour basis. Requests are furthermore captured on an electronic mail or works-order system to ensure the execution thereof.

A Water and Waste Water Bulk Works Contract was signed in 2015 between Overstrand Municipality and Veolia Water Solutions & Technologies South Africa (Pty) Ltd to operate the bulk infrastructure in Overstrand Municipality's Management Area for a period of fifteen (15) years. The Municipality also has the right to extend the contract for a further five (5) years. The operation and maintenance of the following bulk infrastructure forms part of the Contract:

- Hawston, Hermanus, Stanford, Gansbaai and Kleinmond WWTW.
- Preekstoel, Buffels River, Franskraal, Pearly Beach, De Kelders, Stanford, Kleinmond, Baardskeerdersbos and Buffeljags Bay WTW.
- Resources
- Surface water pump stations and borehole pumps.
- Bulk water and sewer pipelines.
- Reservoirs
- Water and sewer pump stations

The water and sanitation services of Overstrand Municipality is managed in a financial sustainable manner, with a surplus generated on the operation and maintenance budgets of these services for the last six financial years.

Overstrand Municipality also successfully completed various capital projects over the last financial year. The capital budget expenditure, for the 2015/2016 financial year, was R14.232 million (86.8% of the budget) for the water infrastructure projects and R6.419 million (76.8% of the budget) for the sewerage infrastructure projects.

## OVERSTRAND MUNICIPALITY

### WATER SERVICES AUDIT FOR 2015/2016

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## ABBREVIATIONS AND DEFINITIONS

ACIP	Accelerated Community Infrastructure Programme
ADWF	Average Dry Weather Flow
ASS	Annual Survey of public and independent Schools
BDS	Blue Drop System
CES	Community Engineering Services
CESA	Consulting Engineers South Africa
COD	Chemical Oxygen Demand
CPM	Contract Programme Manager
CRC	Current Replacement Cost
CRR	Cumulative Risk Ratio
DLG	Department of Local Government
DRC	Depreciated Replacement Cost
DWQ	Drinking Water Quality
DWS	Department of Water and Sanitation
ESETA	Energy and Water Services Sector Education and Training Authority
ESKOM	Electricity Supply Commission
GAMAP	General Accepted Municipal Accounting Practice
GDIP	Green Drop Improvement Plan
GDS	Green Drop System
GIS	Geographic Information Systems
IAM	Infrastructure Asset Management
ICT	Information and Communications Technology
IDP	Integrated Development Plan
ILI	Infrastructure Leakage Index
IMESA	Institute of Municipal Engineering of Southern Africa
ISP	Internal Strategic Perspective
IWA	International Water Association
km <sup>2</sup>	Square Kilometre
LGAC	Local Government Advisory Committee
LGTAS	Local Government Turn Around Strategy
m	Metre
MAP	Mean Annual Precipitation
MAR	Mean Annual Runoff
MFMA	Municipal Finance Management Act
MIG	Municipal Infrastructure Grant
MISA	Municipal Infrastructure Support Agent
Ml	Mega Litre
Ml/a	Mega Litre per Annum
MTREF	Medium Term Revenue Expenditure Framework
NQF	National Qualifications Framework
NRW	Non-Revenue Water
ORIO	Netherlands Facility for Infrastructure Development

## ABBREVIATIONS AND DEFINITIONS / Continue

PAT	Progress Assessment Tool
PDA	Previously Disadvantage Area
PRV	Pressure Reducing Valve
RBIG	Regional Bulk Infrastructure Grant
RDP	Reconstruction and Development Programme
RSA	Republic of South Africa
RUL	Remaining Useful Life
SABS	South African Bureau Standard
SALGA	South African Local Government Association
SANS	South African National Standard
SCADA	Supervisory Control and Data Acquisition
SCM	Supply Chain Management
SDBIP	Service Delivery and Budget Implementation Plan
TMG	Table Mountain Group
UAW	Unaccounted for Water
VAT	Value Added Tax
VIP	Ventilated Improved Pit
WDM	Water Demand Management
WMA	Water Management Area
WRM	Water Resource Management
WSA	Water Services Authority
WSDP	Water Services Development Plan
WSI	Water Services Institution
WSP	Water Services Provider
WTW	Water Treatment Works
WWTW	Waste Water Treatment Works

## KEY TERMS AND INTERPRETATIONS

KEY TERMS	INTERPRETATIONS
Current replacement cost (CRC)	The cost of replacing the service potential of an existing asset, by reference to some measure of capacity, with an appropriate modern equivalent asset. GAMAP defines CRC as the cost the entity would incur to acquire the asset on the reporting date.
Depreciated Replacement Cost (DRC)	The replacement cost of an existing asset after deducting an allowance for wear or consumption to reflect the remaining economic life of the existing asset.
Financial Year	Financial year means in relation to- <ul style="list-style-type: none"> <li>• a national or provincial department, the year ending 31 March; or</li> <li>• a municipality, the year ending 30 June.</li> </ul>
Integrated Development Plan (IDP)	An IDP is a legislative requirement for municipalities, which identifies the municipality's key development priorities; formulates a clear vision, mission and values; formulates appropriate strategies; shows the appropriate organisational structure and systems to realise the vision and the mission and aligns resources with the development priorities.
Municipal Finance Management Act (MFMA)	Municipal Finance Management Act, 2003 (Act No. 56 of 2003)
MIG	A conditional grant from national government to support investment in basic municipal infrastructure.
Remaining useful life (RUL)	The time remaining over which an asset is expected to be used.
Service Delivery Budget Implementation Plan (SDBIP)	The SDBIP is a management, implementation and monitoring tool that enable the Municipal Manager to monitor the performance of senior managers, the Mayor to monitor the performance of the Municipal Manager, and for the community to monitor the performance of the municipality.
Strategic Framework for Water Services	The Strategic Framework provides a comprehensive summary of policy with respect to the water services sector in South Africa and sets out a strategic framework for its implementation over the next ten years.
Water Conservation	The minimisation of loss or waste, the care and protection of water resources and the efficient and effective use of water.
Water Demand Management	The adaptation and implementation of a strategy by a water institution or consumer to influence the water demand and usage of water in order to meet any of the following objectives: economic efficiency, social development, social equity, environmental protection, sustainability of water supply and services, and political acceptability.
Water Services Authority (WSA)	A water services authority means a municipality with the executive authority and the right to administer water services as authorised in terms of the Municipal Structures Act, 1998 (Act No.117 of 1998). There can only be one water services authority in any specific area. Water services authority area boundaries cannot overlap. Water services authorities are metropolitan municipalities, district municipalities and authorised local municipalities.

**KEY TERMS AND INTERPRETATIONS / Continue**

KEY TERMS	INTERPRETATIONS
Water Services Development Plan (WSDP)	A plan to be developed and adopted by the WSA in terms of the Water Services Act, 1997 (Act No.108 of 1997)
WSDP Guide Framework	Modular tool which has been developed by the DWS to support WSAs in complying with the Water Services Act with respect to Water Services Development Planning and which is also used by the DWS to regulate such compliance.
Water Services Provider (WSP)	A WSP means any person or institution who provides water services to consumers or to another water services institution, but does not include a water services intermediary.
Unaccounted for Water (UAW) SABS 0306 definition	UAW is the difference between the measured volume of water put into the water distribution system and the total volume of water measured to authorised consumers whose fixed property address appears on the official list of the WSA.
Water Balance	The water balance is the difference between the measured volume of potable water put into a water distribution system and the total volume of potable water measured at any intermediate point in the water distribution system. This is a statement setting out the amount of water flowing in and flowing out on an area-by-area basis.

## OVERSTRAND MUNICIPALITY

### ANNUAL WSDP PERFORMANCE AND WATER SERVICES AUDIT REPORT FOR 2015/2016

#### EXECUTIVE SUMMARY

Overstrand Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act No.108 of 1997), as well as the “Regulations relating to compulsory national standards and measures to conserve water”, as issued in terms of sections 9(1) and 73(1)(j) of the Water Services Act, to report on the implementation of its WSDP during each financial year and to include a water services audit in such an annual report.

Section 62 of the Water Services Act further requires the Minister to monitor every WSI in order to ensure compliance with the prescribed national standards. This regulation requires a WSA to complete and submit a Water Services Audit every year.

The WSDP Performance- and Water Services Audit is designed to monitor the compliance of the WSA and other WSIs with these regulations. The Water Services Act allows the audit to be used as a tool to compare actual performance of the WSA against the targets and indicators set in their WSDP. The WSDP Performance- and Water Services Audit also assists local communities and DWS to assess how well WSAs are performing relative to their stated intentions and their capacity.

The WSDP Performance- and Water Services Audit Report will give an overview of the implementation of the Municipality's previous year's WSDP, for the 2015/2016 financial year, and can be seen as an annexure to Overstrand Municipality's Annual Report. The Annual Report is compiled as required by the Local Government: Municipal Systems Act, Act no 32 of 2000 (Section 46) and the Local Government: Municipal Finance Management Act, Act no 56 of 2003 (Section 121).

Availability of the Water Services Audit Report: The Water Services Audit Report is a public document and must be made available within four months after the end of each financial year and must be available for inspection at the offices of the WSA. It is also recommended that the document be placed on the Municipality's website and that copies of the document be placed at the public libraries. The Water Services Audit Report also needs to be made available to the Minister of the DWS, the Minister of the Department of Cooperative Governance, the Province and to SALGA, as required by the Water Services Act, 1997.

The WSDP Performance- and Water Services Audit Report include the following detail information:

- The Municipality's performance with regard to their KPIs for water and sewerage services for the 2015/2016 financial year, as included in the Municipality's SDBIP.
- The Municipality's Performance with regard to DWS's Blue and Green Drop Assessments. Blue drop status is awarded to those towns that comply with 95% criteria on drinking water quality management. Green drop status is awarded to those WWTWs that comply with 90% criteria on key selected indicators on wastewater quality management.
- DWS's Scorecard for assessing the potential for WC/WDM efforts in the Municipality.
- Information to be included in a WSDP Performance- and Water Services Audit as stipulated in regulations under section 9 of the Water Services Act, “Guidelines for Compulsory National Standards” and also required by DWS's 2014 WSDP Performance- and Water Services Audit Report guidelines.
- Information on the implementation of the various WSDP activities, as included under the WSDP Business Elements in DWS's WSDP guidelines.

The Municipality has a comprehensive Performance Management System in place. The SDBIP is the process plan and performance indicator / evaluation for the execution of the budget. The SDBIP is being used as a management, implementation and monitoring tool that assists and guide the Executive Mayor, Councillors, Municipal Manager, Senior Managers and the community. The plan serves as an input to the performance agreements of the Municipal Manager and Directors. It also forms the basis for the monthly, quarterly, mid-year and the annual assessment report and performance assessments of the Municipal Manager and Directors.

The following water and sanitation related investigations were successfully completed during the last financial year.

- The Water Services Audit Report for 2014/2015 was finalised and approved by Council as part of the Annual Report. The NRW water balance models were also updated for each of the distribution systems (Up to the end of June 2015) as part of the Water Services Audit Process.
- Overstrand Municipality continues with the implementation of their Drinking Water Quality and Effluent Quality Sampling Programmes (Both Operational and Compliance Monitoring). Sample results are loaded on a monthly basis onto DWS's BDS and GDS. All the WTWs and WWTWs are also registered on the BDS and GDS websites.
- The WSDP-IDP Sector Input Report for 2016/2017 was compiled and taken to Council with the IDP and approved on the 25<sup>th</sup> of May 2016.
- The Asset Register was updated to include all the water and sewerage capital projects completed during the 2015/2016 financial year.
- The Water and Sewer Master Plans for all the water distribution systems and sewer drainage systems were updated.
- The Municipality completed the Section 78(1) Municipal Systems Act investigation for the bulk water and sewerage services, and made a resolution i.t.o Section 78 (2) to continue with an internal service delivery mechanism, but with a support contract. The Contract was signed with Veolia Water Solutions & Technologies South Africa (Pty) Ltd for implementation from 1 November 2015.
- A preliminary design report was compiled for the upgrading of the Stanford WWTW.

The Municipality also received the following awards / acknowledgements:

- Overstrand Municipality achieved a 100% score for their No Drop assessment by the DWS, which was assessed as part of the 2014 Blue Drop assessment.
- The Municipality's overall Blue Drop score came down from 96.82% for 2012 to 90.79% for 2014. The Overstrand Municipality team was well prepared and demonstrated their commitment to the Blue Drop assessment and water quality excellence. The Municipality obtained Blue Drop status for the Greater Hermanus system. Significant progress has been made by the municipality with regard to WC/WDM and projects have been ongoing for the last three years. Good baseline information and a formal strategy are available that enables the municipality to make informed decisions regarding ongoing planning to minimise NRW.

The overall 2014 Risk Rating for Overstrand Municipality is 41%, which translates into the 10<sup>th</sup> best performance in the Western Cape. This risk value is based on Process Control RR, Drinking Water Quality RR and Risk Management RR, with scores above 50% (medium to critical risks) for Process Control in 6 of the 8 systems and Drinking Water Quality in 2 of the 8 systems.

- **2013 Green Drop awards (>90%) were received for four of the WWTWs and drainage systems.** The overall Green Drop Score for the Municipality was 89.14%. The strengths noticed by the DWS included the high overall compliance of effluent quality, prominent risk abatement and technical skilled staff with strong management support and involvement. The highest Green Drop score of 93.39% was for the Stanford WWTW and drainage system and the lowest Green Drop Score of 77.61% was for the Kleinmond WWTW and drainage system.

The CRRs decreased in two of the systems (Hermanus and Kleinmond), increased in two of the systems (Gansbaai and Hawston) and stayed the same for Stanford during the 2013/2014 Green Drop Progress Reporting in 2014. The Municipality is encouraged to continue with implementation of the GDIP and thus to ensure that progress at the systems is achieved and maintained. The overall risk profile is still very good, with 4 of 5 plants residing in low risk space.

- 100% MIG expenditure in the previous financial year from the DLG.

#### Quantity of Water Services Provided (Water Balance)

Detail water balance models are in place for each of the distribution systems in Overstrand Municipality's Management Area. These models include the volume of raw water abstracted from the various resources, the treated volume supplied from the WTW (System Input Volume) and the billed metered consumption for each of the distribution systems. The volume and percentage of NRW were also calculated from the available data. The flows at each of the WWTWs are also recorded by the Municipality.

#### Water Services Delivery Profile

The number of consumer units per category or user type is available for each of the distribution systems. All the formal households in the urban areas of Overstrand Municipality's Management Area are provided with water connections inside the erven. Informal areas are supplied with shared services as an intermediary measure. Overstrand Municipality is committed to ensure that private landowners provide at least basic water and sanitation services to those households in the rural areas with existing services below RDP standard.

#### Cost Recovery and Free Basic Services

A detail step block tariff system is implemented by Overstrand Municipality. This tariff system discourages the wasteful or inefficient use of water. It is expected that this tariff structure will continue to be implemented in the future. The sustainable supply of potable water is however becoming an ever-increasing challenge.

The first six (6) kl of water is provided free to all indigent consumers. Overstrand Municipality's tariffs support the viability and sustainability of water supply services to the poor through cross-subsidies (where feasible). Free basic water and sanitation services are linked to the Municipality's Indigent Policy and all indigent households therefore receive free basic water and sanitation services. This implies that either the equitable share is used to cover this cost, or higher consumption blocks are charged at a rate greater than the cost in order to generate a surplus to cross-subsidies consumers who use up to six (6) kilolitres per month.

The operational budget of the past five financial years for water and sanitation services is summarised in the table below:

Service	Expenditure / Income	Actual 15/16	Actual 14/15	Actual 13/14	Actual 12/13	Actual 11/12
Water	Expenditure	R105 388 386-73	R87 684 218-72	R95 829 984-21	R85 498 520-43	R83 115 288-69
	Income	R117 279 277-35	R109 580 993-32	R96 057 574-71	R96 578 920-13	R104 938 998-48
	<b>Surplus / (Deficit)</b>	<b>(R11 890 890-62)</b>	<b>(R21 896 774-60)</b>	<b>(R227 590-50)</b>	<b>(R11 080 399-70)</b>	<b>(R21 823 709-79)</b>
Sanitation	Expenditure	R64 371 024-75	R59 653 861-52	R57 539 215-06	R51 607 042-31	R45 790 334-40
	Income	R77 211 013-42	R75 482 947-03	R65 032 183-93	R64 291 003-56	R74 623 658-62
	<b>Surplus / (Deficit)</b>	<b>(R12 839 988-67)</b>	<b>(R15 829 085-51)</b>	<b>(R7 492 968-87)</b>	<b>(R12 683 961-25)</b>	<b>(R28 833 324-22)</b>

#### Water Quality

An Operational and Compliance Water Quality and Final Effluent Monitoring Programme, which meets the requirements of SANS:241 and the DWS's Blue and Green Drop sampling criteria are implemented by the Municipality.

The overall percentage of compliance of the water quality samples taken over the period July 2015 to June 2016 is summarised in the table below per distribution system (SANS 241: 2015 Limits).

Distribution System	Acute Health Microbiological	Acute Health Chemical	Chronic Health	Aesthetic	Operational Efficiency
Buffels River	100.0%	100.0%	100.0%	100.0%	98.2%
Kleinmond	100.0%	100.0%	100.0%	99.4%	97.7%
Greater Hermanus	100.0%	100.0%	100.0%	99.0%	97.7%
Stanford	100.0%	100.0%	100.0%	100.0%	100.0%
Greater Gansbaai	97.5%	100.0%	99.7%	98.5%	98.6%
Pearly Beach	100.0%	100.0%	100.0%	99.5%	99.0%
Baardskeerdersbos	97.4%	100.0%	98.7%	98.4%	97.5%
Buffeljags Bay	93.8%	100.0%	100.0%	90.0%	97.2%

The overall percentage compliances of the final effluent samples taken over the period July 2015 to June 2016 at the Kleinmond, Hawston, Hermanus, Stanford and Gansbaai WWTW (General Limits) are summarised in the table below.

WWTW	Microbiological	Chemical	Physical
Kleinmond	100.0%	75.0%	88.9%
Hawston	91.7%	73.3%	77.8%
Hermanus	100.0%	100.0%	63.9%
Stanford	91.7%	95.0%	97.2%
Gansbaai	83.3%	88.3%	77.8%
<b>Overall compliance percentages</b>	<b>93.3%</b>	<b>86.3%</b>	<b>81.1%</b>

### WC/WDM

The implementation of Overstrand Municipality's WDM Strategy and Action Plan has been extremely successful and the Municipality was able to reduce the water requirements of the towns significantly. The overall percentage of NRW for Overstrand Municipality for the 2015/2016 financial year was 18.86% and the Municipality's target is to reduce it to 17% by June 2017. The table below gives a summary of the NRW for the various distribution systems in Overstrand. Municipality's Management Area.

Description	Unit	15/16	Record : Prior (Ml/a)				
			14/15	13/14	12/13	11/12	10/11
Buffels River	Volume	163.864	286.578	350.035	438.541	533.140	526.339
	Percentage	30.07%	42.51%	50.46%	57.03%	58.47%	56.66%
	ILI	1.68	3.10	3.82	5.45	5.07	5.06
Kleinmond	Volume	209.194	236.018	248.504	285.680	239.492	246.783
	Percentage	28.75%	31.68%	34.23%	34.38%	30.08%	29.41%
	ILI	2.57	2.25	2.26	2.49	2.58	2.17
Greater Hermanus	Volume	474.020	359.729	380.399	324.189	317.241	594.352
	Percentage	11.66%	9.13%	10.91%	9.04%	9.69%	15.62%
	ILI	1.19	0.88	0.96	0.85	0.98	1.50
Stanford	Volume	73.438	80.356	76.516	91.388	142.029	128.297
	Percentage	24.19%	26.97%	25.87%	30.83%	37.46%	35.46%
	ILI	3.69	2.81	2.69	2.90	5.90	5.67
Greater Gansbaai	Volume	384.841	363.302	413.621	405.799	435.335	457.525
	Percentage	28.49%	27.96%	31.30%	31.19%	31.96%	32.83%
	ILI	3.35	2.93	3.34	3.15	3.46	3.71
Pearly Beach	Volume	36.951	52.640	87.708	67.435	45.689	36.511
	Percentage	25.41%	33.68%	48.42%	41.93%	32.28%	26.27%
	ILI	1.0	2.86	4.79	4.79	3.02	2.41

Description	Unit	15/16	Record : Prior (M/a)				
			14/15	13/14	12/13	11/12	10/11
Baardskeerdersbos	Volume	6.654	6.251	5.665	4.000	2.778	4.085
	Percentage	45.44%	46.26%	48.62%	36.30%	29.26%	37.29%
	ILI	1.3	1.28	1.16	0.75		
Buffeljags Bay	Volume	0.705	0.612	0.004	0.090	0.019	0
	Percentage	15.85%	15.45%	0.12%	2.63%	0.49%	0%
	ILI	6.8	3.80	0.42	0.46		
TOTAL	Volume	1 349.667	1 385.486	1 562.452	1 617.122	1 715.723	1 993.892
	Percentage	18.86%	19.43%	23.25%	23.23%	24.94%	26.65%
	ILI	1.74	1.78	2.02	2.26	2.02	2.33

Notes: Infrastructure Leakage Index (ILI) for Developed Countries = 1 – 2 Excellent (Category A), 2 – 4 Good (Category B), 4 – 8 Poor (Category C) and > 8 – Very Bad (Category D)

**Category A** = No specific intervention required.

**Category B** = No urgent action required although should be monitored carefully.

**Category C** = Requires attention

**Category D** = Requires immediate water loss reduction interventions

### Water Services Infrastructure Management

The CRC, DRC, RUL and Age distribution of the water and sewerage infrastructure in Overstrand Municipality's Management Area is summarised in the table below (June 2016):

Asset Type			CRC	DRC	% DRC / CRC
Water Infrastructure			R1 232 854 768	R629 045 082	51.0%
Sewerage Infrastructure			R817 652 264	R513 088 136	62.8%
Remaining Useful Life					
Asset Type	0 – 5 yrs	6 – 10 yrs	11 – 15 yrs	16 – 20 yrs	> 20 yrs
Water Infrastructure	R6 626 007	R568 874 877	R55 910 560	R28 521 960	R572 921 364
Sewerage Infrastructure	R4 673 335	R74 606 095	R101 817 957	R63 892 185	R572 662 693
Age Distribution					
Asset Type	0 – 5 yrs	6 – 10 yrs	11 – 15 yrs	16 – 20 yrs	> 20 yrs
Water Infrastructure	R298 617 062	R234 516 001	R42 811 697	R29 961 496	R626 948 511
Sewerage Infrastructure	R225 487 172	R60 999 067	R42 843 151	R135 788 266	R352 534 609

The above table means that 49.0% of the water infrastructure and 37.2% of the sewerage infrastructure has been consumed.

Some of the key challenges of Overstrand Municipality are to identify adequate funds for the rehabilitation and maintenance of their existing infrastructure, which is critical to ensure the sustainability of the services that are provided by the Municipality. The Water and Waste Water Bulk Works Contract between the Municipality and Veolia Water Solutions & Technologies South Africa (Pty) Ltd will ensure that the new technology installed is adequately maintained and operated in order to prevent a massive increase in maintenance in the future due to backlog being created. This Bulk Works Contract addresses the capacity constraints, the Municipality previously experienced, with regard to the operation of the WTWs and WWTWs.

It is however still important for the Municipality to secure adequate funding for the provision of bulk infrastructure and development of additional sources to keep up with the high demand for services.

### Associated Services

All schools and medical facilities in Overstrand Municipality's Management Area are supplied with adequate water and sanitation services.

## Water Resources

Overstrand Municipality continue to actively plan for the augmentation of their existing water resources for the systems where the future water requirements will exceed the safe yields of the existing resources. The table below gives an overview of the years in which the annual water requirements will exceed the sustainable yields from the various resources.

Distribution System	Total sustainable Yield (x 10 <sup>6</sup> m <sup>3</sup> /a)	Annual Growth on 2015/2016 requirement (2%, 3% or 4%)	Annual Growth on 2015/2016 requirement (4%, 5% or 6%)	WSDP Projection Model
Buffels River	1.717	> 2040 (3%)	2031 (5%)	> 2040
Kleinmond	2.589	> 2040 (3%)	2039 (5%)	> 2040
Greater Hermanus	5.200*	2018 (4%)	2017 (6%)	2020
Stanford	1.600	> 2040 (3%)	> 2040 (5%)	> 2040
Greater Gansbaai	2.768	2030 (4%)	2025 (6%)	2033
Pearly Beach	0.307	2038 (3%)	2029 (5%)	2032
Baardskeerdersbos	0.090	> 2040 (2%)	> 2040 (4%)	> 2040
Buffeljags Bay	0.028	> 2040 (2%)	> 2040 (4%)	> 2040

Note \* With De Bos Dam and Gateway (Capacity of current infrastructure is 1 200 Ml/a and licence 1 600 Ml/a) and Camphill and Volmoed Well Fields (Capacity of current infrastructure is 1 600 Ml/a, but approved licence is for 1 200 Ml/a).

## Institutional Arrangement Profile

Overstrand Municipality is the official WSA for the entire Municipal Management Area and act as the WSP for the whole area. Current water services are delivered by way of an internally operated and managed mechanism. The Municipal personnel is continuously exposed to training opportunities, skills development and capacity building at a technical, operations and management level in an effort to create a more efficient overall service to the users. A Workplace Skills Plan is compiled every year and the specific training needs of the personnel, with regard to water and wastewater management are determined annually.

A Water and Waste Water Bulk Works Contract was signed in 2015 between Overstrand Municipality and Veolia Water Solutions & Technologies South Africa (Pty) Ltd to operate the bulk infrastructure in Overstrand Municipality's Management Area for a period of fifteen (15) years. The Municipality also has the right to extend the contract for a further five (5) years. The operation and maintenance of the following bulk infrastructure forms part of the Contract:

- Hawston, Hermanus, Stanford, Gansbaai and Kleinmond WWTW.
- Preekstoel, Buffels River, Franskraal, Pearly Beach, De Kelders, Stanford, Kleinmond, Baardskeerdersbos and Buffeljags Bay WTW.
- Resources
- Surface water pump stations and borehole pumps.
- Bulk water and sewer pipelines.
- Reservoirs
- Water and sewer pump stations

Overstrand Municipality is currently busy updating their WSDP according to DWS's new web based WSDP system, which was introduced to all Municipalities during July 2015. The WSDP-IDP Sector Input Report for 2015/2016 was compiled and taken to Council with the IDP and approved. A comprehensive set of Water Services By-laws are in place and is implemented. The Water Services By-laws cover the provision of services for water supply, sanitation and industrial effluent. The Municipality is currently busy to re-look at their By-laws, specific with regard to the charges that need to be paid by industrial consumers for the quality of effluent discharged by them.

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## Social and Customer Services Requirements

In line with Overstrand Municipality's Vision – **to be a centre of excellence to the community** – the Municipality has developed a comprehensive customer care strategy. The strategy has now rolled out into consumer services charters for the following departments: electricity, water and sanitation, solid waste management and roads and storm water.

A comprehensive Customer Services and Complaints system is in place at Overstrand Municipality. The Municipality has maintained a high and a very consistent level of service to its urban water consumers. Help-desks were developed at all the municipal administrations with the objective to assist customers. Disabled people are supported to do business from the help-desks. Requests by the illiterate are being captured and forwarded to the relevant official / section. All municipal buildings are accessible and wheel-chair friendly.

Access to safe drinking water is essential to health and is human right. Safe drinking water that complies with the SANS:241 Drinking Water specification does not pose a significant risk to health over a lifetime of consumption, including different sensitivities that may occur between life stages. Overstrand Municipality is therefore committed to ensure that their water quality always complies with national safety standards.

The Water Safety Plans of Overstrand Municipality includes an Improvement / Upgrade Plan. The purpose of the Improvement / Upgrade Plan is to address the existing significant risks where the existing controls were not effective or absent. Barriers implemented by Overstrand Municipality against contamination and deteriorating water quality include the following:

- Participate in Catchment management and water source protection initiatives.
- Protection at points of abstraction such as river intakes and dams (Abstraction Management).
- Correct operation and maintenance of WTWs (Coagulation, flocculation, sedimentation and filtration).
- Protection and maintenance of the distribution system. This includes ensuring an adequate disinfectant residual at all times, rapid response to pipe bursts and other leaks, regular cleaning of reservoirs, keeping all delivery points tidy and clean, etc.

Three other important barriers implemented by Overstrand Municipality against poor quality drinking water that are a prerequisite to those listed above are as follows:

- A well-informed Council and top management that understands the extreme importance of and are committed to providing adequate resources for continuous professional operation and maintenance of the water supply system.
- Competent managers and supervisors in the technical department who are responsible for water supply services and lead by example and are passionate about monitoring and safeguarding drinking water quality.
- Well informed community members and other consumers of water supply services that have respect for water as a precious resource.

**ANNEXURE E:**  
**INTEGRATED WASTE MANAGEMENT**  
**PLAN REPORT FOR 2015/16**

# OVERSTRAND MUNICIPALITY



## INTEGRATED WASTE MANAGEMENT PLAN

*Annual Report (1 July 2015 – 30 June 2016)*

Compiled by:



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**NOVEMBER 2016**

## OVERSTRAND MUNICIPALITY

### ANNUAL REPORT ON THE MUNICIPAL INTEGRATED WASTE MANAGEMENT PLAN

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ANNEXURE 1: AWARENESS AND EDUCATION EXAMPLES

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## OVERSTRAND MUNICIPALITY

### ANNUAL REPORT ON THE MUNICIPAL INTEGRATED WASTE MANAGEMENT PLAN

#### 1. INTRODUCTION

This report is a requirement as part of the Integrated Waste Management Plan (IWMP) monitoring and review process as well as being a requirement of the Waste Act to be submitted. The purpose is to determine whether the action plans and implementation items contained in the IWMP are being implemented and if not, what the planning is regarding these. Evaluating the above will provide insight into the extent to which the IWMP has been implemented during the evaluation period, the levels of compliance and if the IWMP is still useful in terms of its goals or if it should be updated.

The evaluation period for this report is from 1 July 2015 to 30 June 2016. The latest Overstrand IWMP dated May 2015 was used for the evaluation.

#### 2. OVERSTRAND IWMP

##### 2.1 GOALS AND IMPLEMENTATION ITEMS SUMMARY

The following goals and implementation items were included in the IWMP:

Goal 1: Awareness and Education:

Educate, strengthen capacity and raise awareness in integrated waste management. The public will be informed and continually made aware of the impacts of waste on the environment. Municipal staff will receive training and attend forums.

Goal 2: Improve Waste Information Management:

Ensure the reporting of all waste management facilities to IPWIS. Waste quantification systems to be in place. Registration of hazardous waste generators (industry & medical) and service providers (e.g. transporters).

Goal 3: Effective Solid Waste Service Delivery:

Ensure that waste services are provided in an effective and environmentally responsible manner to all residents of the Overstrand Municipality.

Goal 4: Promote and Ensure Waste Minimisation:

Maximise waste minimisation in the Overstrand Municipality. The aim is to consistently divert high percentages of waste from landfill

Goal 5: Improve Regulatory Compliance:

Ensure the licensing of all waste management facilities that require licensing. Rehabilitate all closed landfills in Overstrand. Ensure auditing of waste management facilities and compliance with licence conditions.

Goal 6: Ensure Safe and Integrated Management of Hazardous Waste:

Provide education and management options for hazardous wastes. Ensure legal compliance by hazardous waste generators and transporters. Ensure the monitoring of the incoming waste stream at disposal facilities.

Goal 7: Ensure Sound Budgeting for Integrated Waste Management:

Ensure that upcoming implementation actions are in the budget. Explore sources of funding.

### 3. **1 JULY 2015 – 30 JUNE 2016 EVALUATION**

As per the Waste Act, this report must evaluate the implementation of the IWMP in terms of the following:

- a) the extent to which the plan has been implemented during the period;
- b) the waste management initiatives that have been undertaken during the reporting period;
- c) the delivery of waste management services and measures taken to secure the efficient delivery of waste management services, if applicable;
- d) the level of compliance with the plan and any applicable waste management standards;
- e) the measures taken to secure compliance with waste management standards;
- f) the waste management monitoring activities;
- g) the actual budget expended on implementing the plan;
- h) the measures that have been taken to make any necessary amendments to the plan;
- i) in the case of a province, the extent to which municipalities comply with the plan and, in the event of any non-compliance with the plan, the reasons for such non-compliance: and
- j) any other requirements as may be prescribed by the Minister.

To reflect the required information, the extent to which action items and goals listed above were implemented are described below:

#### 3.1 **AWARENESS AND EDUCATION**

This goal does not have a start and end date, due to the ongoing requirement thereof. The evaluation aims to determine whether the Municipality continues to build on awareness and education as in previous years.

During the evaluation period, the Overstrand Municipality visited several organisations to present talks, assisted with PowerPoint, regarding solid waste and recycling initiatives in the municipal area.

Regular updates regarding solid waste and recycling were included in the Overstrand newsletter as well as shared on Facebook and Twitter. Refer to **Annexure 2** for the June 2016 newsletter which includes an article encouraging the public to reduce the use of single-use plastics. The Municipality also had an awareness stall for the public to visit during the annual Whale Festival. The purpose was to promote recycling and the theme was “Re-think a Bag” to encourage people to use shopping bags that can be reused several times instead of buying new plastic bags on each shopping trip. Refer to **Annexure 1** for a photo of the stall.

A recycling “Swop-Shop” awareness event was conducted. Refer to **Annexure 1** for the event programme held in Stanford as well as a photo of people standing in line to participate.

The Youth Jobs in Waste Programme was utilised to conduct the following actions:

- Awareness of solid waste and recycling at schools
- Awareness of the 2-bag system in the neighbourhoods where it is implemented in order to improve participation and understanding of separating at source.
- Awareness at taxi ranks about recycling.
- Awareness on public beaches about recycling.
- Participated in neighbourhood clean-ups.

During the holiday season pamphlets were distributed at each residence which detailed how recycling works in the Overstrand as well as on which days refuse collection takes place. This was done due to the high number of visitors to the Overstrand during the summer holidays.

Every WasteForum is attended by the Overstrand’s Manager of Solid Waste Planning, Mr J. van Taak who also contributed by conducting PowerPoint presentation regarding solid waste management in the Overstrand.

The Overstrand complies with this goal of the IWMP.

### 3.2 WASTE INFORMATION MANAGEMENT & ENSURE WASTE MINIMISATION

Goals 2 and 4 are addressed in this section, as the waste information management system quantifies the extent of waste minimisation achieved by the Overstrand Municipality during the evaluation period.

To further increase the accuracy of solid waste quantity measurement, a weighbridge was commissioned in November 2015 at the Hermanus Transfer Station and Material Recovery Facility. The installation of the Kleinmond Transfer Station weighbridge has been moved to another financial year due to budget constraints. The detailed waste characterisation study is planned for the upcoming 2016/2017 period.

The ongoing implementation of this goal is under way and accurate data has been used to determine the portions of waste diverted from landfill. The monthly data is also reported to the Integrated Pollutant and Waste Information System (IPWIS) by the Municipality. This information is summarised as follows:

Month	Waste Diverted							Waste Disposed	
	Builder's Rubble used as Cover at Gansbaai (tonnes)	Builder's Rubble used as Cover at Karwyderskraal (tonnes)	Chips used as Cover at Gansbaai (tonnes)	Chips Composted at Karwyderskraal (tonnes)	Recycled at Gansbaai (tonnes)	Recycled at Hermanus (tonnes)	Total % diverted	Disposed at Gansbaai Landfill (tonnes)	Disposed at Karwyderskraal (tonnes)
Jul-15	227.20	970.34	60.52	789.90	31.51	202.46	39%	971.06	2,596.04
Aug-15	504.70	836.50	43.48	208.84	29.30	186.09	40%	739.90	1,978.26
Sep-15	495.00	1,023.18	38.56	622.40	31.27	191.10	40%	896.86	2,655.96
Oct-15	196.12	1,265.40	31.74	448.00	23.27	195.38	35%	1,103.80	2,890.28
Nov-15	185.50	1,106.26	19.06	794.20	33.71	218.19	39%	1,061.24	2,588.54
Dec-15	540.10	1,884.44	39.18	410.66	32.14	209.44	45%	1,149.37	2,705.46
Jan-16	202.10	702.22	5.70	415.36	58.24	269.36	27%	1,351.34	3,049.56
Feb-16	606.14	1,617.43	5.42	722.69	39.33	268.27	39%	1,399.08	3,628.78
Mar-16	559.00	1,448.93	199.64	941.46	30.77	152.37	50%	1,014.34	2,254.37
Apr-16	532.66	1,082.86	8.74	632.38	44.52	268.15	42%	1,082.68	2,433.02
May-16	351.54	1,575.46	4.74	577.41	39.60	179.57	45%	940.41	2,454.91
Jun-16	476.01	1,116.04	146.63	909.42	30.18	168.32	47%	975.91	2,173.32
<b>Year Total</b>	<b>4,876.07</b>	<b>14,629.06</b>	<b>603.41</b>	<b>7,472.72</b>	<b>423.84</b>	<b>2508.71</b>	<b>41%</b>	<b>12,685.99</b>	<b>31,408.50</b>
Average Monthly	406.34	1,219.09	50.28	622.73	35.32	209.06		1057.17	2617.38
Average Daily (6 day)	15.63	46.89	1.93	23.95	1.36	8.04		40.66	100.67

From the table above, it can be seen that on average, 41% of the Overstrand's solid waste stream has been diverted during the evaluation period. This is over and above the target of 20% by 2019.

The Material Recovery Facilities at Gansbaai and Hermanus are operating as intended and private contractors have been appointed to operate the facilities. Walker Bay Recycling runs the Hermanus MRF and Enviroserv runs the Gansbaai MRF.

The Overstrand is therefore compliant with these goals and incomplete actions have not been cancelled, but delayed until the required funds are available.

### **3.3 EFFECTIVE SOLID WASTE SERVICE DELIVERY & SAFE MANAGEMENT OF HAZARDOUS WASTE**

The Overstrand delivers weekly solid waste collection services to all residences in the municipal area. These services are also rendered free of charge to all registered indigent households. There are on average approximately 6500 registered indigent households which receive free basic services.

Waste is collected in informal settlements in the form of communal collection points (bins and skips). In addition to collection services at households, there are numerous public drop-off facilities where the public can offload their waste for collection and disposal. These facilities are either larger drop-off facilities which accommodate vehicles and large loads or “weekend” drop-offs which are smaller and convenient for weekend visitors who cannot put out their waste on collection days to deposit their waste before leaving the Overstrand. These facilities the following:

- Hermanus Transfer Station, Material Recovery Facility & Public Drop-off
- Kleinmond Transfer Station & Public Drop-off
- Pringle Bay Drop-off
- Betty’s Bay Drop-off
- Hawston Drop-off
- Onrus Weekend Drop-off
- Sandbaai Weekend Drop-off
- Voëlklip Weekend Drop-off
- Stanford Drop-off
- Pearly Beach Drop-off

Waste is collected from households in either wheelie bins or refuse bags. A 2-bag system is implemented in order for residents to practice source separation. The 2-bag system is not available in all neighbourhoods yet, but is being expanded as it becomes feasible.

Household hazardous waste containers are available at the above facilities for the temporary storage of these waste types. When the containers reach capacity, they are transported to the Vissershok Hazardous Waste Landfill in Cape Town for disposal.

The rendered services as well as the availability of the above facilities prove adequate for effective solid waste service delivery.

All received complaints regarding solid waste are logged on the internal system. A work order is created when a complaint is received and sent to the appropriate responsible person. This person must then address the complaint and report back in order to complete the order.

Complaints can be logged at the following numbers for each area:

Hermanus:	(028) 313 8000
Gansbaai:	(028) 384 8300
Kleinmond:	(028) 271 8400
Stanford:	(028) 341 8500

The Overstrand is therefore compliant with this goal.

### **3.4 IMPROVE REGULATORY COMPLIANCE**

All solid waste management facilities that require licensing have been licensed in the Overstrand. Due to the requirements stipulated in the licences, regular audits are required of all the facilities, even if they are no longer operational.

Annual external audits are conducted by an independent service provider. These reports are submitted to the Municipality and the D:EADP. The municipality conducts quarterly internal audits on the operational facilities.

The following solid waste facilities were audited during November 2015 in terms of their respective licence/permit conditions:

Betty's Bay Closed Landfill  
Fisherhaven Closed Landfill  
Hawston Closed Landfill  
Hermanus Closed Landfill  
Kleinmond Closed Landfill  
Onrus Closed Landfill  
Stanford Closed Landfill  
Voëlklip Closed Landfill  
Gansbaai Operational Landfill  
Hermanus RTS  
Kleinmond RTS

The audits are used by the municipality to identify the non-compliances and addressing the identified issues. Not all issues can or need to be immediately addressed, but are scheduled according to the available budget and/or according to stipulated dates in the licences. The audit reports can be obtained from the municipality on request.

The Municipality has therefore implemented the action under this goal in order to evaluate their solid waste management facilities and improve compliance.

### 3.5 BUDGETING

The municipality appoints an external service provider annually in order to evaluate the waste disposal facilities and calculate cost estimates in order to rehabilitate each facility. This is done in accordance with the relevant accounting standards (GRAP19). The evaluation date of this annual report is at the municipal financial year-end, 30 June.

These costs need to be recalculated annually to provide the best estimate due to changes in legislation, rehabilitation requirements, expected year of rehabilitation and changing site conditions. A summary of the latest cost estimate (30 June 2016) for each site that would require future rehabilitation is provided below:

<b>Site Name:</b>	<b>Onrus Landfill</b>	<b>Hermanus Landfill</b>	<b>Hawston Landfill</b>	<b>Fisherhaven Landfill</b>
<b>Total (Excl. VAT)</b>	R9,933,254.87	R10,544,716.55	R3,535,385.99	R8,197,889.64
<b>Site Name:</b>	<b>Voëlklip Landfill</b>	<b>Stanford Landfill</b>	<b>Pearly Beach Landfill</b>	<b>Gansbaai Landfill</b>
<b>Total (Excl. VAT)</b>	R13,096,332.55	R3,527,238.40	R3,955,625.58	R28,395,881.46

These cost estimates are not all required in the assessment period, but are scheduled for upcoming financial years.

Adequate budget is available for the solid waste operational services, but currently no funds are available for capital projects. This is the reason that the installation of the Kleinmond weighbridge has been delayed from the current evaluation period.

The Municipality needs to explore sources of funding in order to implement capital projects.

### 3.6 SOLID WASTE EXPENDITURE DURING EVALUATION PERIOD

The actual solid waste management expenditure from 1 July 2015 to 30 June 2016 was as follows:

<b>COSTING OF SERVICES 2016/2017</b>	<b>Amended Budget 2014/2015</b>	<b>Original Budget 2015/2016</b>	<b>Amended Budget 2015/2016</b>	<b>Original Budget 2016/2017</b>
<b>Service: 1500 WASTE MANAGEMENT</b>				
** SALARIES, WAGES & ALLOWANCES	20,315,436			
** GENERAL EXPENSES	25,859,582			
** REPAIRS & MAINTENANCE	1,789,307			
** CAPITAL CHARGES	5,524,816			
** CONTRIBUTION TO PROVISIONS	3,000,000			
** EMPLOYEE RELATED COST		21,432,276	21,310,791	23,808,166
** OPERATIONAL COST		4,821,959	4,819,459	5,250,891
** CONTRACTED SERVICES		18,432,173	18,434,901	19,904,507
** INTEREST DIVIDEND RENT ON LAND		1,751,952	1,751,952	1,143,905
** DEPRECIATION AND AMORTISATION		5,159,240	5,159,240	5,452,442
** INVENTORY		2,666,294	2,688,832	2,732,404
COSTING: OVERHEADS (DEPT CHARGES)		8,545,653	8,545,653	8,972,935
<b>TOTAL EXPENDITURE</b>	<b>56,489,141</b>	<b>62,809,547</b>	<b>62,710,828</b>	<b>67,265,250</b>
<b>TOTAL INCOME</b>	<b>-56,130,000</b>	<b>-59,544,160</b>	<b>-59,544,160</b>	<b>-65,260,080</b>
<b>SURPLUS/DEFICIT</b>	<b>359,141</b>	<b>3,265,387</b>	<b>3,166,668</b>	<b>2,005,170</b>

### 3.7 IWMP REVIEW AND UPDATE

The Municipality decided to update the 2012 IWMP to the next generation to keep the goals and actions relevant and to address the comments received by the D:EA&DP. The new generation IWMP was developed during the 2014/2015 period and has now been used for this report. No substantial amendments or updates are recommended to the IWMP.

## 4. CONCLUSIONS AND RECOMMENDATIONS

Based on the goals that were set in the IWMP for each solid waste management category it is evident that the Overstrand Municipality followed the IWMP and implemented all actions as far as the budget allowed.

The Overstrand Municipality is committed to deliver efficient waste management services as is evident from the basic services they render as well as the supporting functions by implementing awareness and education, post-collection recycling, garden waste chipping and composting.

The only concern is the availability of fund for capital projects which would require large sums such as the future rehabilitation of disposal facilities.

# **ANNEXURE 1**

## **AWARENESS AND EDUCATION EXAMPLES**



## PROGRAMME

# “Recycle Swop Shop Awareness Day”

**Date:** 16 September 2015  
**Time:** 12:00  
**Venue:** Stanford Community Hall, Bezuidenhoud Street, Stanford.  
**Mc: Mr Johan Van Taak**

Time	Activity	Responsibility
12.00	Arrival	Mayor and Guests arrive while the Marimba Band of the Okkie Smuts Primary school is playing.
12.25	Welcome and Introductions	Cllr Dudley Coetzee
12.30	Presentation: Recycling and the contribution the Recycle Swop Shops are making to awareness of recycling.	Johan Van Taak Manager: Solid Waste Planning
12.50	Overview of the Recycling Swop Shops	Marilyn van der Velden Elma Hunter Narina Horwood White Shark Projects.
13.15	Community shares what the value of the Recycling Swop Shops are to their community	Members of the community.
13.25	Address by the Mayor of Overstrand	<b>Ald Nicolette Botha-Guthrie</b>
13.35	Vote of thanks	Belinda Langenhoven Department of Environmental Affairs
<b>Guests visit a Recycle Swop Shop in Operation</b>		

*Thank You*



**Awareness Stall during Whale Festival**



**Participants at the Stanford Swop Shop Event**

**ANNEXURE 2**

**OVERSTRAND BULLETIN JUNE 2016**

JUNE 2016

**24-hour Emergency Fire Brigade** 028 313 8000/8111  
028 312 2400

# Bulletin

Official newsletter of the Overstrand Municipality

## DEFENCE FRATERNITY FINDS TOUR OF OVERSTRAND MOST ENLIGHTENING

As part of their tour of national keypoints, attendees of the South African National Defence College (SANDC) recently paid a visit to Overstrand to gain an understanding of the operational elements and inner workings that underpin a municipality.

Stops on the group's itinerary included visits to the Hermanus transfer station and recycling plant, the Walker Bay substation and the Preekstoel bio-filtration water plant.

In addition, Executive Mayor Nicolette Botha-Guthrie offered a comprehensive and informative overview of Overstrand's operational and service delivery programmes by focussing, in particular, on the application of national and provincial guidelines, the municipality's efforts to ensure socio-economic and political inclusivity, as well as the attempts that are being made to align expenditure with the community's priorities.

Accredited by the University of Stellenbosch, and offered in collaboration with the SA Military Academy, the SANDC offers a year-long study programme encompassing six academic modules that cover a broad range



of national security matters.

In response to a question posed by Col. Maria Make of the South African Defence Force on what Overstrand is doing to create jobs and to generate income, Botha-Guthrie stated, "While Overstrand cannot create jobs, we can create an enabling environment where opportunities do exist. We are doing our utmost to ensure viable employment

and community development opportunities by means of the Extended Public Works Programme and by offering workshops on matters like the interpretation of municipal by-laws, for instance. Furthermore, Overstrand is supporting several ongoing programmes aimed at enabling the youth take on including those with special needs".

Municipal Manager, Coenie Groenewald, added a lighter note to the event by inferring in his welcoming address that the order for "whales and good weather" did not go through because someone in supply chain management took his or her job too seriously.

## Let Hermanus FynArts dispel the winter chills with a fine selection of art, music, food & wine



Following a French theme this year, Hermanus FynArts will kick off on Friday 10 June with a special opening concert by the inimitable Richard Cock and will, up until closing on the 19th, host no fewer than 20 exhibitions, 18 concerts, 20 talks and panel discussions, 20 workshops and 10 chefs' demonstrations, as well as a host of dinners and wine tastings.

Some of the artists and presenters to appear at this year's event include Louis Jansen van Vuuren, Hardy Olivier, Zapiro, David Kramer, John Kani, Amanda Strydom, Kamal Khan, Marilyn Martin and Christopher Hope. Given that Youth Day will be celebrated during the course of the festival, Peter and the Wolf with the Cape Philharmonic Youth Orchestra and the popular TV presenter, Katlego Maboe, as the narrator also features on this year's programme.

Proceeds from tickets sales from a few of the events, and from FynArts wine sales, will go towards the FynArts Development Fund, which aims to stimulate the development of art in Greater Hermanus and along the Cape Whale Coast.

To view the full programme, visit [www.hermanusfynarts.co.za](http://www.hermanusfynarts.co.za). Tickets are available via [webtickets.co.za](http://webtickets.co.za) or from Hermanus Tourism on 028 312 2629.

## SUPERCARS AN IDEAL AVENUE TO INSPIRE THE YOUTH

Kaskar established Last Lion Lifestyle in 2015 to create a scalable global platform meant to connect other supercar owners - who host and plan events such as rallies, with the view to inspire, motivate and mentor the youth.

Last Lion Lifestyle has formed alliances with and is endorsed by a number of top brands in the automotive and aspirational lifestyle space. More importantly, though, the organisation has also developed an affiliation with municipalities in the Western Cape and plays an integral part in motivating children from previously disadvantaged communities through the facilitation of various life skills and development programmes.

On thanking Last Lion Lifestyle for its generous donation, the Mayor said it would go a long way towards funding those community-based youth expansion projects she endorses and is involved with:

"It's wonderful that your organisation uses the fundraising events you engage in to reach out to and encourage the youth of our country to aspire to greater things and to follow their dreams. Your efforts are laudable, and I applaud you."



Overstrand Mayor, Nicolette Botha-Guthrie, was recently the recipient of a donation from Ish Kaskar, a supercar owner.

## REBATE ON PROPERTY RATES FOR ELDERLY CLIENTS

Elderly clients can now start applying for the pensioners' rebate on property rates, applicable from 01 July 2016.

Retired and disabled persons qualify for special rebates on property rates according to their total gross monthly household income. To qualify for the rebate:

- The owner/s must be a South African citizen/s
- The applicant/s must be the registered owner/s
- The owner/s must occupy the property as his/her/their primary residence
- The owner/s must be at least 60 years of age or in receipt of a disability pension from the State
- The gross monthly household income may not exceed R12 000
- The property may not consist of more than one residential unit
- The applicant/s may not be owner/s of more than one property

All applications must be received by the municipality before **15 July 2016**. As per the approved rates policy, we may allow late receipts, but not after 30 September 2016.

## SUPPLEMENTARY VALUATION ROLL OPEN FOR INSPECTION

Overstrand Municipality's first supplementary valuation roll for the financial year 2015/16 is currently open for public inspection. The inspection period runs from 12 May 2016 till 28 June 2016.

During this time, any person who wishes to object to any matter reflected in or omitted from the roll may do so by filling in the prescribed objection form. This form is available on the municipal website ([www.overstrand.gov.za](http://www.overstrand.gov.za)) and at municipal offices.

### Do take note of the following:

- Attention is specifically drawn to the fact that in terms of Section 50(2) of the Local Government: Municipal Property Rates Act, 2004 (Act No. 6 of 2004), hereinafter referred to as the "Act", an objection must be in relation to a specific individual property and not against the supplementary valuation roll as such.
- Objectors must comply with the timeframes regarding the inspection of the valuation roll and (if necessary) the lodging of objections.
- It must also be emphasised that in terms of Section 45(1) of the Act, physical inspection of the property to be valued is not obligatory. This reality is often overlooked by owners.
- After the inspection period has come to an end, all objections received will be forwarded to the Municipal Valuer, who must promptly decide and inform the objectors of the outcome of his/her decision.
- Objectors who are not satisfied with the outcome of their objections will then be able to lodge an appeal with the Valuations Appeal Board.
- It is important to note that the Act requires that the objector continues paying rates while his/her objections are being processed and finalised.

For any enquiries regarding valuations, please contact Johette Basson at 028 313 8133 or direct an e-mail to [enquiries@overstrand.gov.za](mailto:enquiries@overstrand.gov.za).

## NOMINATIONS FOR 2016 MAYORAL AWARDS

At the Annual Night of Excellence, recognition is given to achievers who make a difference in the Overstrand, by awarding the Mayoral Trophy for Environmental Conservation, the Woman of the Year Award and the Award for Achievers of Excellence.

This year the Mayor will present the awards on 23 August 2016. Nominations are awaited and must be handed in on or before Friday, 29 July 2016.

Nominations for the prestigious Mayoral Trophy for Environmental Conservation can be submitted to **Liezl de Villiers** at [lbezuidenhout@overstrand.gov.za](mailto:lbezuidenhout@overstrand.gov.za).

Nominations of Overstrand women who have made a difference in their area and should be considered for a Woman of the Year Award can be submitted to **Elize van Zyl** at [everrij@overstrand.gov.za](mailto:everrij@overstrand.gov.za).

Achievers of excellence in communities can also be identified by

councillors. Well motivated nominations can be handed to any councillor or be sent to **Elize van Zyl** at [everrij@overstrand.gov.za](mailto:everrij@overstrand.gov.za).

Nominations can also be delivered to the Office of the Mayor or faxed to 028 313 8067.

Please note that all nominations must be accompanied by full contact details of the nominator and the nominee.



## LIGHTEN YOUR FOOTPRINT: DITCH SINGLE-USE PLASTICS IN 10 EASY STEPS



1. **Bin your cigarette butt:** Filters contain plastic and, of course, many toxins that are harmful to creatures both on land and sea.
  2. **Say "no" to straws:** Next time you order a drink, be sure to tell the waiter you don't need a straw. Plastic straws are one of the most common types of litter found in beach clean-ups.
  3. **Buy local:** Almost all supermarkets package their fresh produce in plastic bags or Styrofoam containers. Go "local" by buying from your local fresh-produce market, or a farmer who neither has to package nor ship his goodies halfway across the world.
  4. **Keep those reusable shopping bags on hand:** In South Africa alone, around eight billion single-use plastic shopping bags are sold annually. Testimony to the fact that these bags are often consumed by birds, animals and fish is the finding that in the United Arab Emirates, 50% of all camels die because they ate plastic!
  5. **Stop using products that contain microbeads:** By now, it's second nature to check the label when you buy foodstuffs. All it takes is to do the same when next you buy toothpaste, a body wash, a facial scrub or even shampoo. Make sure no microbeads are contained in the ingredients list, because these easily pass through water filtration plants, end up in the sea and are mistaken for food by aquatic animals.
  6. **Do it yourself:** Many of the precooked meals we buy from supermarkets are made from inferior ingredients and are packaged in plastic for our convenience. From precooked meals to your breakfast muesli, why not rather make your own healthier, environmentally friendly version?
  7. **Ditch the bottled water:** Tap water costs only a few cents a litre compared to around R12 per litre for bottled water. Investing in a glass or stainless-steel water bottle is both a sustainable and cost-effective solution.
  8. **Go for glass:** Most shop fridges are packed to the brim with cool drinks, flavoured milks and fruit juices packaged in plastic bottles. If you must buy such things, try to choose glass bottles or, for other foodstuffs such as coffee, glass jars. At least these are easily recycled and can be reused to store things in at home.
  9. **Opt for reusable coffee cups:** Disposable cups may look like they're made of paper, but most are lined with plastic and the lids are made from plastic exclusively. In Australia alone, 1 billion disposable coffee cups end up in landfills annually, creating 7 000 tons of waste. Bring your own reusable mug; some outlets will even give you a discount for doing so!
  10. **Be prepared:** Get up 15 minutes earlier and make your own sandwich or snack for lunch. It's a win-win situation: You'll save money and avoid having to use plastic packaging materials.
- In this day and age, it's impossible and impractical to think we can avoid plastic completely. But by following the 10 practical steps outlined above, we can easily reduce the amount of plastic, particularly single-use plastics, we use.

*Thus, reduce where you can, and recycle the rest.*

## VIOLINIST'S IRRESISTIBLE PANACHE SET TO ENTHRAL



overstrand arts + kulture

Violinist **RACHEL LEE PRIDAY** from the USA, acclaimed for her beauty of tone and riveting stage presence, can be heard in concert on Sunday afternoon, 26 June 2016. PRIDAY has performed as a soloist with several international orchestras and is bound to impress the audience with her style. She will be accompanied by concert pianist **Bryan Wallick** (ex-USA and now resident in SA). They will perform works by Brahms, Prokofiev and Beethoven, as well as Sarasate's Zigeunerweisen.



RACHEL LEE PRIDAY

*The concert will commence at 15:30 in the Hermanus Civic Auditorium. Tickets are R120 (R60 for students). Book at BELLINI on 028 312 4988. For further enquiries, call OAK secretary Ren  du Plooy on 082 940 4238.*

**CLIENT:** Overstrand Municipality**PROJECT:** Integrated Waste Management Plan**REPORT DISTRIBUTION LIST**

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