WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

44, Ceres, 6835
50 Voortrekker St/ Str, Ceres, 6835
Suid Afrika/ South Africa
+27 23 316 1854
+27 23 316 1877
admin@witzenberg.gov.za
www.witzenberg.gov.za

Kennis word hiermee gegee ingevolge Artikel 29(2) van die Plaaslike Regering: Munisipale Strukture Wet, 1998 (Wet 117 van 1998) soos gewysig, dat 'n **Gewone Raadsvergadering** van die Munisipaliteit Witzenberg gehou sal word op **Maandag, 27 Januarie 2025** om **10:00** in die **Stadsaal, Voortrekkerstraat, Ceres**.	Notice is hereby given in terms of Section 29(2) of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998) as amended, that an **Ordinary Council meeting** of the Witzenberg Municipality will be held in the **Town Hall, Voortrekker Street, Ceres** on **Monday, 27 January 2025** at **10.00**.

Raadslede en amptenare / Councillors and officials		
Councillor TE Abrahams (Executive Mayor)	Alderman K Adams	Councillor WJ Alexander
Councillor P Daniels	Councillor S de Bruin	Councillor GJ Franse
Councillor JP Fredericks	Councillor AL Gili	Councillor GG Laban
Councillor JS Mouton	Councillor MJ Ndaba	Councillor JF Nel (Executive Deputy Mayor)
Councillor N Nogcinisa	Councillor N Phatsoane	Councillor KA Robyn
Councillor J Rooi	Alderman HJ Smit	Alderman D Swart
Councillor IL Swartz	Alderman JJ Visagie	Councillor K Yisa
Councillor J Zalie		
Municipal Manager	Director: Finance	
Acting Director: Technical Services	Director: Corporate Services	Deputy Director: Finance
Chief Internal Audit Executive	Manager: Projects and Performance	IDP Manager
Senior Manager: Legal Services	Manager: Communication and Marketing	Acting Manager: Administration
Committee Clerk		

TER INLIGTING / FOR INFORMATION

Agenda pack		
Chairperson: IMATU (Mr Loyiso Ntshanga)	Chairperson: SAMWU (Mr Christo Appolis)	
Bella Vista Library	John Steyn Library	Rietvallei Library
Montana Library, Wolseley	Wolseley Library	Tulbagh Library
Witzenville Library, Tulbagh	Op-die-Berg Library	Prince Alfred's Hamlet Library

By e-mail		
Alderlady MC du Toit E-mail: marina@destraadt.co.za	Alderlady JT Phungula E-mail: thembisaphungula@gmail.com	Alderman JW Schuurman E-mail: jws1350@gmail.com
Ceres Business Initiative Mr M de Villiers E-mail: manager@cerescbi.co.za		

ALDERLADY EM SIDEGO
SPEAKER

17.01.25

TABLE OF CONTENTS

Item or annexure number	Subject of item	Page number	
		Item	Annexure
Item 1	OPENING AND WELCOME		
Item 2	LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION		
Item 2.1	Consideration of application for leave of absence, if any		
Annexure 2.1			
Item 2.2	Confidentiality and Conflict of Interest Declaration		
Annexure 2.2			
Item 3	STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED		
Item 3.1	Gratitude, Congratulations and Commiseration		
Item 3.2	Matters raised by the Speaker		
Item 3.3	Matters raised by the Executive Mayor		
Item 3.4	Matters raised by the Municipal Manager		
Item 4	MINUTES		
Item 4.1	Corrections to the minutes		
Item 4.2	Matters arising from the minutes		
Item 4.3	Approval of minutes		
Annexure 4.3(a)			
Annexure 4.3(b)			
Annexure 4.3(c)			
Item 4.4	Outstanding matters		
Item 5	MOTIONS AND NOTICE OF SUGGESTIONS		
Item 6	INTERVIEWS WITH DELEGATIONS		
Item 7	DELEGATED POWERS		
Item 8	RESERVED POWERS		
Item 8.1	Directorate Finance		
Item 8.1.1	Section 71 Monthly Budget Statement Reports of the Directorate Finance: November and December 2024		
Annexure 8.1.1(a)			
Annexure 8.1.1(b)			
Item 8.1.2	Finance: Unauthorised expenditure relating to 2021/2022 financial year		
Annexure 8.1.2			

Item 8.1.3	Finance: Irregular expenditure financial years 2022/2023 and 2023/2024		
Annexure 8.1.3			
Item 8.1.4	Quarterly inventory count: Municipal stores, Drommedaris Street, Ceres: 28 November 2024		
Annexure 8.1.4			
Item 8.1.5	Mid-year Budget Statement and Performance Assessment (Section 72) Report 2024/2025: 1 July 2024 until 31 December 2024		
Annexure 8.1.5			
Item 8.1.6	Quarterly Budget Statement [Section 52(d)] report: 2nd Quarter of 2024/2025 (1 October 2024 to 31 December 2024)		
Annexure 8.1.6			
Item 8.1.7	Annual Report, Financial Statements and Oversight Report: 2023/2024		
Annexure 8.1.7(a)			
Annexure 8.1.7(b)			
Item 8.2	Directorate Technical Services		
Item 8.3	Directorate Community Services		
Item 8.3.1	Dilapidated building in Tulbagh cemetery: Approval to demolish		
Annexure 8.3.1			
Item 8.3.2	Lighthouse Safe Haven Early Childhood Development (ECD) Centre		
Annexure 8.3.2			
Item 8.4	Directorate Corporate Services		
Item 8.4.1	Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh		
Annexure 8.4.1(a)			
Annexure 8.4.1(b)			
Annexure 8.4.1(c)			
Item 8.4.2	Institutionalisation of Code for Ethical Leadership in Local Government		
Annexure 8.4.2(a)			
Annexure 8.4.2(b)			
Item 9	URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA		
Item 10	FORMAL AND STATUTORY MATTERS		
Item 10.1	Feedback on matters of outside bodies		
Item 11	QUESTIONS and/or MATTERS RAISED by COUNCILLORS		
Item 12	COUNCIL-in-COMMITTEE / RAAD-in-KOMITEE		

A G E N D A

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

2.1 Consideration of application for leave of absence, if any Aansoeke om verlof tot afwesigheid, indien enige (3/1/2/1)

An *Application for leave of absence* form is attached as **annexure 2.1**.

NOTED

2.2 Confidentiality and Conflict of Interest Declaration Vertroulikheid en Botsing van Belange Verklaring (3/2/1)

The Confidentiality and Conflict of Interest Declaration is attached as **annexure 2.2**.

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED MEDEDELINGS, AANKONDIGINGS OF SAKE GEOPPER

3.1 Gratitude, Congratulations and Commiseration Waardering, Gelukwensinge en Meelewing (11/4/3)

Council's congratulations are conveyed to the following Councillor spouses on their birthdays:

- Mr K de Bruin 15 January
- Ms F Adams 24 January

NOTED.

3.2 Matters raised by the Speaker / Sake deur die Speaker geopper (09/1/1)

3.3 Matters raised by the Executive Mayor
Sake deur die Uitvoerende Burgemeester geopper
(09/1/1)

3.4 Matters raised by the Municipal Manager
Sake deur die Munisipale Bestuurder geopper

4. MINUTES / NOTULES

4.1 Corrections to the minutes / Wysigings aan die notule
(3/1/2/3)

4.2 Matters arising from the minutes
(3/1/2/3)

4.3 Approval of minutes / Goedkeuring van notules
(3/1/2/3)

The following minutes are attached:

(a) Special Council meeting, held on 12 November 2024: **Annexure 4.3(a)**.

(b) Council meeting, held on 12 December 2024: **Annexure 4.3(b)**.

(c) Special Council meeting, held on 19 December 2024: **Annexure 4.3(c)**.

RECOMMENDED

That the following minutes be approved and signed by the Speaker:

(i) Special Council meeting, held on 12 November 2024.
(ii) Council meeting, held on 12 December 2024.
(iii) Special Council meeting, held on 19 December 2024.

4.4 Outstanding matters / Uitstaande sake (3/3/2)

Number	File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
	17/3/2	8.2.2 of 24-01-2024 Proposed position of waste transfer stations	Technical Services	That proposed positions of waste transfer stations at erf 8714, Bella Vista & Erf 1, PA Hamlet be held in abeyance for PPP.	Work-in-progress	End of Feb. 2025

RECOMMENDED

that notice be taken of the outstanding matter.

5. MOTIONS AND NOTICE OF SUGGESTIONS MOSIES EN KENNISGEWING VAN VOORSTELLE

None

NOTED

6. INTERVIEWS WITH DELEGATIONS ONDERHOUDE MET AFVAARDIGINGS

None

NOTED

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

None

NOTED

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktoraat Finansies / Directorate Finance

8.1.1 Section 71 Monthly Budget Statement Reports of the Directorate Finance: November and December 2024 (9/1/2/2)

The following Section 71 Monthly Budget Statement Report of the Directorate Finance are attached:

(a) November 2024 **Annexure 8.1.1(a)**
(b) December 2024 **Annexure 8.1.1(b)**

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

(i) that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for November and December 2024.

(ii) that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for November and December 2024 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

8.1.2 Finance: Unauthorised expenditure relating to 2021/2022 financial year

A report from the Director: Finance, dated 3 December 2024, is attached as **annexure 8.1.2**.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the updated report relating to unauthorised expenditure.

8.1.3 Finance: Irregular expenditure financial years 2022/2023 and 2023/2024 (9/1/2/2)

Report from Director: Finance, dated 3 December 2024:

"**1. Purpose**

The purpose of this report is to submit a report on irregular expenditure to Council for consideration.

2. Legal framework

In terms of Section 32(2)(b) of the Municipal Finance Management Act, irregular expenditure may only be written off by Council if, after an investigation by a Council committee, the irregular expenditure is certified as irrecoverable.

3. Background

The Preferential Procurement Regulations of 2017 clearly indicated that the 80/20 preference point system for acquisition of goods or services were only applicable to bids for Rand value equal to or above R30 000 and up to R50 million.

The Supreme Court of Appeal declared the entire Procurement Regulations of 2017 invalid on the basis that the content of the Regulations exceeded the Minister's power on what could permissibly be regulated on in terms of Section 5 of the Procurement Act and Section 217 of the Constitution.

The Preferential Procurement Regulations of 2022 were promulgated by the Minister of Finance on 4 November 2022 in Government Gazette no. 47452 and became effective on 16 January 2023.

The new regulations determine that the 80/20 preference point system for acquisition of goods or services with Rand value equal to or below R50 million for tender invitations. Quotation for procurement below R30 000 is included in the regulations definition of a tender.

Municipalities and the Western Cape Provincial Government worked closely on a new policy to be considered by each municipality and to ensure consistency in the legal and technical interpretation of the new legislation. The proposed draft policy was approved by the Witzenberg municipal Council before the implementation date and duly implemented by municipal officials.

During the 2022/2023 audit cycle, the office of the Auditor-general audited the implementation of the new legislation and had a different interpretation of the new legislation and concluded that for awards between R2 000 and R30 000, municipalities did not advertise the 80/20 points system and did not perform the calculation of points. The AGSA issued a transversal finding to all municipalities whose interpretation of the legislation was not consistent with theirs, including Witzenberg Municipality, listing their interpretation of the new legislation and viewed the municipality's process as non-compliance with the new legislation and all awards as irregular expenditure.

To resolve the matter, the finding was escalated to the Provincial Treasury, which engaged with the leadership of the AGSA and the National Treasury on the matter. A proposed resolution was communicated within days of finalising the 2022/2023 audit outcome (due to be finalised before 30 November 2023).

This administrative process would not have changed the outcome of the award, i.e. the same bidders would have received the award, with or without the calculation of points.

This was the only outstanding audit matter to finalise the audit and prevented the office of the AGSA from issuing a clean audit for the 2022/2023 financial year. Management agreed to disclose the irregular expenditure and to update the PPPFA policy and its standard operating processes to implement the regulation to be aligned with the interpretation of the AGSA.

In January 2024, Council approved the revised SCM policy, and proposed changes to become effective from 1 February 2024. The AGSA audited the implementation of the changes and compliance with the legislation and SCM policy and did not identify further irregular expenditure.

MFMA circular 68 titled "Unauthorised, Irregular, Fruitless and Wasteful Expenditure" stipulates the process to be followed when dealing with unauthorized, irregular, fruitless and wasteful expenditure. Section 32(2)(b), irregular expenditure may only be written off by Council if, after an investigation by a Council committee, the irregular expenditure is certified as irrecoverable.

Section 32(2)(b) of the MFMA provides the Council only with the power to consider and resolve on the expenditure. Municipal Councils are therefore advised to ensure that the wording of their Council resolutions is consistent with the wording in Section 32(2)(b) of the MFMA i.e. "Council hereby certify the expenditure as irrecoverable and resolve that it be written off or for recovery of the funds". Municipal Councils should note that its ability to resolve on the irregular expenditure is not dependent on National Treasury's decision in relation to the municipality's application for condonation in terms of Section 170 of the

Municipal Finance Management Act. It is solely dependent on the investigation and recommendation from the Council committee.

Whatever the municipal Council resolves is sufficient for the municipality to adjust its annual financial statements from an accounting disclosure perspective. The treatment of expenditure associated with the non-compliance is therefore the responsibility of the Council.

Circular 68 form National Treasury dealing with Unauthorised, Irregular, Fruitless and Wasteful Expenditure is attached as **annexure 8.1.3**.

4. Deliberation

The following amounts are disclosed in note 42.1 to the annual financial statements as irregular:

2022/2023 financial year	R5 437 362,00
2023/2024 financial year	R5 891 802,00

The only reason for regarding the expenditure as irregular is that the 80/20 points system was not used in awarding quotations with values of between R2 000,00 and R30 000,00. No instances were identified were awards should have been made to another bidder."

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that the matter be referred to the Municipal Public Accounts Committee for investigation and report back to Council with recommendations.

8.1.4 Quarterly inventory count: Municipal stores, Drommedaris Street, Ceres: 28 November 2024 (6/1/1)

A report from the Manager: Supply Chain, dated 6 December 2024, is attached as **annexure 8.1.4**.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the stock count of 28 November 2024.

8.1.5 Mid-year Budget Statement and Performance Assessment (Section 72) Report 2024/2025: 1 July 2024 until 31 December 2024 (9/1/1 & 5/1/5/17)

Memorandum from Director: Finance, dated 16 January 2025:

"**1. Purpose**

The purpose of this report is to submit the mid-year budget and performance assessment for period 1 July 2024 to 31 December 2024 to Council, for consideration.

2. Legislature framework

In terms of Section 72 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003):

'(1) The accounting officer of a municipality must by 25 January of each year –

(a) Assess the performance of the municipality during the first half of the financial year

(b) Submit the report to the Mayor, National Treasury and Provincial Treasury.'

The mayor must, in terms of Section 54(1)(f) of the act submit the report to the Council by 31 January of each year.

3. Discussion

The Mid-year report for 1 July 2024 to 31 December 2024 is attached as **annexure 8.1.5**."

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

(a) that notice be taken of the Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July 2024 to 31 December 2024.

(b) that the report supra (a) be referred to the Performance, Risk and Audit Committee and Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

8.1.6 Quarterly Budget Statement [Section 52(d)] report: 2nd Quarter of 2024/2025 (1 October 2024 to 31 December 2024)

Report from Director: Finance, dated 16 January 2025:

"**1. Purpose**

The purpose of this memorandum is to submit the Quarterly Budget Statement [Section 52(d)] report to Council for information.

2. Background

The required report in terms of Section 52(d) is attached as **annexure 8.1.6**."

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

(a) that notice be taken of the Quarterly Budget Statement [Section 52(d)] report for the 2nd Quarter of 2024/2025.

(b) that the report supra (a) be referred to the Municipal Public Accounts Committee and Performance, Risk and Audit Committee to take notice or to advise Council if deemed necessary.

8.1.7 Annual Report, Financial Statements and Oversight Report: 2023/2024 (9/1/1)

The Municipal Finance Management Act (Section 129(1)) states that:

"The council of a municipality must consider the annual report of the municipality and of any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127, adopt an oversight report containing the council's comments on the annual report, which must include a statement whether the council —

(a) has approved the annual report with or without reservations;
(b) has rejected the annual report; or
(c) has referred the annual report back for revision of those components that can be revised."

In terms of the MPAC Charter, approved on 10 December 2014, Council has mandated the Municipal Public Accounts Committee to perform an oversight function on behalf of Council.

The following documents are attached:

(a) MPAC Oversight Report on Annual Report 2023/2024: **Annexure 8.1.7(a)**.

(b) Annual Report 2023/2024: **Annexure 8.1.7(b)**.

The Municipal Public Accounts Committee resolved on 16 January 2025:

(a) that the MPAC considered and finalised the MPAC Oversight Report during the meeting and submitted the signed report to the Municipal Manager for attachment to the final 2023/2024 Annual Report.

(b) that the Municipal Public Accounts Committee recommends to Council:

(i) that Council takes notice of the MPAC Oversight Report in the Annual Report 2023/2024 and, after consideration, accepts same.

(ii) that, having fully considered the 2023/2024 Annual Report of the Witzenberg Municipality, it is recommended that Council adopts the 2023/2024 Oversight Report and approves the 2023/2024 Annual Report without reservations.

RECOMMENDED

That the Municipal Public Accounts Committee recommends to Council:

(i) that Council considers and adopts the MPAC Oversight Report of the 2023/2024 Annual Report.

(ii) that, having fully considered the 2023/2024 Annual Report of the Witzenberg Municipality, Council approves the 2023/2024 Annual Report without reservations.

8.2 Direktoraat Tegniese Dienste / Directorate Technical Services

None

NOTED

8.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

8.3.1 Dilapidated building in Tulbagh cemetery: Approval to demolish (15/6/1/6)

A memorandum from the Manager: Environment and Amenities, dated 25 April 2024, is attached as **annexure 8.3.1**.

The Committee for Community Development resolved on 27 November 2024 to recommend to the Executive Mayoral Committee and Council that the memorial building at the Tulbagh graveyard, after consideration, be demolished.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that, after consideration, the demolition of the dilapidated building in the Tulbagh cemetery be approved.

8.3.2 Lighthouse Safe Haven Early Childhood Development (ECD) Centre (7/1/4/1)

A memorandum from the Manager: Local Economic Development, dated 5 November 2024, is attached as **annexure 8.3.2**.

The Committee for Community Development resolved on 27 November 2024 to recommend to the Executive Mayoral Committee and Council that the principal of the Lighthouse Safe Haven Early Childhood Development Centre, Tulbagh be notified that the municipality, after consideration, have no property available to accommodate the centre.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that, after consideration, the principal of the Lighthouse Safe Haven Early Childhood Development Centre, Tulbagh be notified that the municipality does not have any property available to accommodate the centre.

8.4 Direktoraat Korporatiewe Dienste / Directorate Corporate Services

8.4.1 Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh (7/1/4/1)

The following documents are attached:

(a) Report from Senior Manager: Legal Services and Manager: Socio--Economic Development, dated 3 December 2024: **Annexure 8.4.1(a)**.

(b) Report from Manager: Socio-Economic Development, dated 7 June 2024: **Annexure 8.4.1(b)**.

(c) Proposal: Witzenville Park by Care4Tulbagh: **Annexure 8.4.1(c)**.

Council unanimously resolved on 12 December 2024 that the matter regarding the Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh be held in abeyance until the next meeting.

RECOMMENDED

For consideration.

8.4.2 Institutionalisation of Code for Ethical Leadership in Local Government (12/1/1/17)

The following documents are attached:

(a) Circular 1/2024 from COGTA, 8 August 2024: **Annexure 8.4.2(a)**.
(b) Code for Ethical Leadership in Local Government: **Annexure 8.4.2(b)**.

RECOMMENDED

For consideration.

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA
DRINGENDE SAKE NA AFSENDING VAN DIE AGENDA

10. FORMAL AND STATUTORY MATTERS
FORMELE EN STATUTêRE SAKE

10.1 Feedback on matters of outside bodies
Terugvoering oor sake van buite-organisasies
(3/R)

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS
VRAE en/of SAKE DEUR RAADSLEDE GEOPPER

12. COUNCIL-in-COMMITTEE / RAAD-in-KOMITEE

These items are dealt with in the confidential agenda.

Verwysing / Reference: 3/1/2/1/

MUNISIPALITEIT WITZENBERG MUNICIPALITY

AANSOEK OM VERLOF TOT AFWESIGHEID / APPLICATION FOR LEAVE OF ABSENCE

(Moet by kantoor van Munisipale Bestuurder ingedien word voor aanvang van vergadering / Must be handed in at office of Municipal Manager before commencement of meeting)

Naam van raadslid / Name of councillor: _____

Ek doen hiermee aansoek om verlof tot afwesigheid van / I hereby apply for leave of absence from:

VERGADERING / WERKSWINKEL / FORUM MEETING / WORKSHOP / FORUM	**DATUM / DATE**
Rede vir afwesigheid / Reason for absence:	

_____ _____

DATUM / DATE **HANDTEKENING / SIGNATURE**

Ref: 3/2/1

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

Council meeting, held on 27 January 2025

I, the undersigned, hereby declare:

- That as a Councillor and a participant of this meeting, I shall maintain strict confidentiality in respect of any information of a confidential nature to which I may become privy at meetings of the Witzenberg Council and shall only disclose such information as may become necessary or required for the proper performance of my duties and functions.
- That as a Councillor and a participant of this meeting, I shall declare any conflict of interest that may arise at every meeting and remove myself from any proceedings, in relation to that matter, giving rise to that conflict.

COUNCILLORS

Surname	Initials	Signature
Abrahams	TE	
Adams	K	
Alexander	WJ	
Daniels	P	
De Bruin	S	
Franse	GJ	
Fredericks	JP	
Gili	AL	

Surname	Initials	Signature
Laban	GG	
Mouton	JS	
Ndaba	MJ	
Nel	JF	
Nogcinisa	N	
Phatsoane	N	
Robyn	KA	
Rooi	J	
Sidego	EM	
Smit	HJ	
Swart	D	
Swartz	IL	
Visagie	JJ	
Yisa	K	
Zalie	J	

MINUTES OF THE HYBRID SPECIAL COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE TOWN HALL, VOORTREKKER STREET, CERES ON TUESDAY, 12 NOVEMBER 2024 AT 10:00

PRESENT

Councillors

Alderlady EM Sidego (DA) (Speaker)
Councillor TE Abrahams (DA) (Executive Mayor)
Councillor JF Nel (ICOSA) (Executive Deputy Mayor)
Alderman K Adams (DA)
Councillor WJ Alexander (PA)
Councillor P Daniels (DA)
Councillor S de Bruin (DA)
Councillor GJ Franse (DA)
Councillor JP Fredericks (FF Plus)
Councillor AL Gili (ANC) (Online attendance)
Councillor GG Laban (Witzenberg Aksie)
Councillor JS Mouton (ANC)
Councillor MJ Ndaba (ANC)
Councillor N Nogcinisa (ANC)
Councillor KA Robyn (GOOD)
Councillor J Rooi (Witzenberg Party) (Online attendance)
Alderman HJ Smit (DA)
Alderman D Swart (DA)
Councillor IL Swartz (EFF)
Alderman JJ Visagie (DA)
Councillor K Yisa (ANC)
Councillor J Zalie (ANC)

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzinger (Director: Finance)
Mr JE Delport (Acting Director: Technical Services)
Ms N Oerson (Chief Internal Audit Executive)
Ms L Nieuwenhuis (Senior Manager: Legal Services)
Mr A Hofmeester (Manager: IDP)
Ms R Hendricks (Manager: Communication and Marketing)
Mr CG Wessels (Manager: Administration)
Ms M Arendse-Smith (Chief Administrative Officer)
Mr C Titus (Committee Clerk)
Mr J Pieterse (Senior ICT Officer)
Mr M Njokweni (Interpreter)
Ms MJ Prins (Word Processor Operator)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Speaker welcomed everyone present and requested Councillor K Robyn to open the meeting with prayer.

A special welcome was conveyed to the newly appointed Acting Director: Technical Services, Mr JE Delport.

NOTED

2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

2.1 Consideration of application for leave of absence, if any Aansoeke om verlof tot afwesigheid, indien enige (3/1/2/1)

An application for leave of absence from the meeting was received from Councillor N Phatsoane.

UNANIMOUSLY RESOLVED

that the application for leave of absence from the meeting, received from Councillor N Phatsoane, be accepted and approved.

2.2 Confidentiality and Conflict of Interest Declaration Vertroulikheid en Botsing van Belange Verklaring (3/2/1)

The Confidentiality and Conflict of Interest Declaration is attached as **annexure 2.2**.

No conflict of interest was declared.

NOTED

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED MEDEDELINGS, AANKONDIGINGS OF SAKE GEOPPER

3.1 Gratitude, Congratulations and Commiseration Waardering, Gelukwensinge en Meelewing (11/4/3)

This item will be dealt with at the next meeting.

NOTED

3.2 Matters raised by the Speaker / Sake deur die Speaker geopper (09/1/1)

The Speaker requested Councillors to keep Councillor G Franse and her daughter in prayer as she has been hospitalised.

Congratulations were conveyed to Councillor S de Bruin for receiving the award for Community Worker of the Year in the category Social Development at the Western Cape Prestige Agricultural Awards for 2024.

NOTED

3.3 Matters raised by the Executive Mayor Sake deur die Uitvoerende Burgemeester geopper (09/1/1)

The Executive Mayor informed the meeting of the following:

- The Chief Whips of the various political parties have been informed of the outstanding SASRIA forms of Councillors, which are of utmost importance and to be completed and submitted as soon as possible.
- The visit to Essen was very fruitful and resulted in soccer and athletics now being included in the agreement between Witzenberg Municipality and Essen. The report for this engagement will be tabled at the next meeting.
- The Executive Mayor and Speaker of Council attended the SALGA Provincial Members Assembly, where it was ensured that Witzenberg Municipality receives maximum benefit from the engagement.
- The following matters were further highlighted:
    - A message to Councillors and the Administration that the municipality has a duty to the citizens of Witzenberg as there was an investment by voting and a return is expected.
    - SALGA representatives must have a mandate for every work stream meeting attended.
    - SALGA is concerned about the financial sustainability of municipalities and similarly, after comparing the income and expenses of Witzenberg Municipality, the Executive Mayor is somewhat concerned as the line is getting too close.
    - The Grant system will be changed and therefore one must stay informed of the matter.
    - The Provincial Minister of Social Development welcomes innovative projects and therefore the municipality must take advantage of the opportunity for funding. If, however, there are any social development programs for submission, the costing thereof must also be submitted along with the application. It is noted that Witzenberg Municipality is earmarked for the launch of a mobile SASSA Service Unit scheduled for 2 December 2024.

- There is a Gender Based Violence Ambassador Project within the Social Development Department for which Swartland Municipality has been piloted and Witzenberg Municipality will be piloted next.
- It is noted that there is a shortage of social workers and that the Minister of Social Development will launch an App for Social Workers to share and discuss challenges, thus digitizing Social Workers' activities.
- Witzenberg Municipality has been highlighted as the municipality that has finalised and approved the Climate Change Resilience Plan and therefore ready for partnerships. The relevant persons must therefore position themselves for this opportunity and take full advantage.
- A full report on all the above will be tabled at a later stage.

The Speaker requested that all SALGA and outside bodies representatives submit reports by next week.

Councillor Yisa stated that he is unhappy with the neglect of soccer as a sport and that soccer does not need to be micromanaged. The entire sports fraternity need to be in a better position. Furthermore, that there is no shortage of social workers in Witzenberg.

Councillor Gili and Councillor Mouton commended the Executive Mayor for the work thus far and noted that Witzenberg is moving forward.

NOTED

3.4 Matters raised by the Municipal Manager
Sake deur die Munisipale Bestuurder geopper

None

NOTED

4. MINUTES / NOTULES

4.1 Corrections to the minutes / Wysigings aan die notules (3/1/2/3)

(a) Councillor A Gili requested that Council resolution 4.1(b) of 23 February 2022, which reads as follows:

"(b) Minutes of Special Council meeting 7 February 2022

Item 3.1: Motion: Request for urgent meeting to table a motion of no confidence and to request the removal of the Speaker from office

Paragraph 5: Last sentence

That the sentence which reads 'The motion cannot carry' be removed."

be amended to read as follows:

"(b) Minutes of Special Council meeting 7 February 2022

Item 3.1: Motion: Request for urgent meeting to table a motion of no confidence and to request the removal of the Speaker from office

Paragraph 5: Last sentence

That the sentence which reads: 'The motion cannot carry' be reinstated."

(b) Councillor A Gili requested that Council resolution 3.4(a) of 23 February 2022, which reads as follows:

"(a) The Municipal Manager informed Council that a police inquest is undertaken to determine what has happened that a child drowned at the Pine Forest Resort. The municipality is also busy with an independent investigation."

be removed from Matters raised by the Municipal Manager and placed under Matters raised by the Speaker, as follows:

"Matters raised by the Speaker
(09/1/1)

(a) The Speaker informed Council that the serial killer of three (3) women in Wolseley had been found guilty. She thanked Councillor J Zalie for attending to the media.

(b) The Speaker informed Council in respect of the bad situation at Ceres Secondary School, Ceres where overcrowded classes and a lack of adequate classrooms are experienced.

(c) The Municipal Manager informed Council that a police inquest is undertaken to determine what has happened that a child drowned at the Pine Forest Resort. The municipality is also busy with an independent investigation."

(c) Councillor A Gili requested that item 7.1 of 26 October 2022, which reads as follows:

"A discussion followed, which lasted for a long time and became chaotic, in respect of the placement of item 7.1(a) in the agenda."

be amended to read as follows:

"Councillor Phatsoane informed the meeting that she only received the Council agenda and Council workshop agenda the day prior to the Council meeting, which resulted in not being able to fully prepare for the meeting. Furthermore, that Administration is well aware of the fact that her tablet is faulty and with the Information Technology section for repairs.

A discussion followed, which lasted for a long time and became chaotic, in respect of the placement of item 7.1(a) in the agenda.

The Speaker adjourned the meeting due to the chaos.

NOTED"

NOTED

4.2 Approval of minutes: February until November 2022 (3/1/2/3)

The following minutes are attached:

(a) Council meeting, held on 23 February 2022: **Annexure 4.2(a)**.
(b) Council meeting, held on 26 October 2022: **Annexure 4.2(b)**.
(c) Council meeting, held on 9 November 2022: **Annexure 4.2(c)**.
(d) Council meeting, held on 29 November 2022: **Annexure 4.2(d)**.

Council resolved on 30 March 2022:

(a) that the approval of the minutes of the Council meeting, held on 23 February 2022, be held in abeyance.

(b) that the correctness of the minutes be investigated in respect of the removal of the words of the Speaker: "The motion cannot carry."

(c) that the Municipal Manager appoints an independent investigator in terms of the Municipal Supply Chain processes.

Council resolved on 28 March 2023:

(a) that the following minutes be held in abeyance to be workshopped:

(i) Council meeting, held on 23 February 2022.
(ii) Council meeting, held on 26 October 2022.
(iii) Council meeting, held on 9 November 2022.
(iv) Council meeting, held on 29 November 2022.

(b) that the ANC coalition provides extracts of the relevant matters of concern to be workshopped, by Monday, 3 April 2023.

RESOLVED

That the following minutes be approved and signed by the Speaker:

(i) Council meeting, held on 23 February 2022 (as amended)
(ii) Council meeting, held on 26 October 2022 (as amended)
(iii) Council meeting, held on 9 November 2022.
(iv) Council meeting, held on 29 November 2022.

4.3 Approval of minutes: 2023 until 2024 (3/1/2/3)

Council unanimously resolved on 26 July 2024 that the minutes of the Special Council meeting, held on 24 October 2023, be held in abeyance for deliberations due to the matter of the landfill site and the unauthorised expenditures.

The following minutes are attached:

(a) Special Council meeting, held on 24 October 2023: **Annexure 4.3(a)**.

(b) Council meeting, held on 26 July 2024: **Annexure 4.3(b)**.

(c) Special Council meeting, held on 30 August 2024: **Annexure 4.3(c)**.

(d) Special Council meeting, held on 30 September 2024: **Annexure 4.3(d)**.

(e) Special Council meeting, held on 14 October 2024: **Annexure 4.3(e)**.

UNANIMOUSLY RESOLVED

That the following minutes be approved and signed by the Speaker:

(a) Special Council meeting, held on 24 October 2023.
(b) Council meeting, held on 26 July 2024.
(c) Special Council meeting, held on 30 August 2024.

(d) Special Council meeting, held on 30 September 2024.
(e) Special Council meeting, held on 14 October 2024.

4.4 Outstanding matters / Uitstaande sake (3/3/2)

Number	File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
4.4.1	7/1/4/1	8.3.4 of 21-06-2024 Tulbagh Feeding Scheme proposal	Community Services	that the matter in respect of the Tulbagh Feeding Scheme proposal be held in abeyance to clarify the differences regarding the specific site.		12 December 2024

UNANIMOUSLY RESOLVED

that notice be taken of the outstanding matter.

5. MOTIONS AND NOTICE OF SUGGESTIONS MOSIES EN KENNISGEWING VAN VOORSTELLE

None / Geen

NOTED / AANGETEKEN

6. INTERVIEWS WITH DELEGATIONS ONDERHOUDE MET AFVAARDIGINGS

None / Geen

NOTED / AANGETEKEN

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

7.1 Minutes: Committee meetings / Notules: Komiteevergaderings (3/3/2)

The minutes of the following meetings are attached:

(a) Performance, Risk and Audit Committee, held on 3 November 2023: **Annexure 7.1(a)**.

(b) Municipal Public Accounts Committee, held on 9 November 2023: **Annexure 7.1(b)**.

(c) Performance, Risk and Audit Committee, held on 17 November 2023: **Annexure 7.1(c)**.

(d) Special Performance, Risk and Audit Committee, held on 13 December 2023: **Annexure 7.1(d)**.

(e) Municipal Public Accounts Committee, held on 15 January 2024: **Annexure 7.1(e)**.

(f) Executive Mayoral Committee, held on 19 February 2024: **Annexure 7.1(f)**.

(g) Executive Mayoral Committee, held on 26 March 2024: **Annexure 7.1(g)**.

(h) Committee for Technical Services, held on 9 April 2024: **Annexure 7.1(h)**.

(i) Executive Mayoral Committee, held on 18 June 2024: **Annexure 7.1(i)**.

(j) Executive Mayoral Committee, held on 21 June 2024: **Annexure 7.1(j)**.

(k) Committee for Housing Matters, held on 31 January 2024: **Annexure 7.1(k)**.

(l) Committee for Housing Matters, held on 12 February 2024: **Annexure 7.1(l) (Confidential)**.

(m) Special Committee for Housing Matters, held on 5 April 2024: **Annexure 7.1(m)**.

(n) Committee for Housing Matters, held on 26 April 2024: **Annexure 7.1(n)**.

(o) Special Committee for Housing Matters, held on 29 April 2024: **Annexure 7.1(o)**.

(p) Special Committee for Housing Matters, held on 16 May 2024: **Annexure 7.1(p)**.

(q) Committee for Housing Matters, held on 3 June 2024: **Annexure 7.1(q)**.

(r) Committee for Housing Matters, held on 28 June 2024: **Annexure 7.1(r)**.

(s) Municipal Public Accounts Committee, held on 18 July 2024: **Annexure 7.1(s)**.

(t) Executive Mayoral Committee, held on 23 July 2024: **Annexure 7.1(t)**.

(u) Committee for Housing Matters, held on 1 August 2024: **Annexure 7.1(u)**.

(v) Committee for Technical Services, held on 6 August 2024: **Annexure 7.1(v)**.

(w) Committee for Corporate and Financial Services, held on 6 August 2024: **Annexure 7.1(w)**.

UNANIMOUSLY RESOLVED

that notice be taken of the minutes of the Committee meetings and same be accepted.

7.2 Approval of minutes: Municipal Public Accounts Committee 9 November 2024 (3/1/2/3)

The minutes of the Municipal Public Accounts Committee meeting, held on 9 November 2023, are attached as **annexure 7.2**.

The Municipal Public Accounts Committee resolved on 18 July 2024 that the matter relating to the approval of the minutes of the Municipal Public Accounts Committee meeting, held on 9 November 2023, be held in abeyance for inputs from committee members who attended the meeting.

The Municipal Public Accounts Committee resolved on 12 September 2024 that the minutes of the Municipal Public Accounts Committee meeting, held on 9 November 2023, be referred to Council for approval.

UNANIMOUSLY RESOLVED

that the minutes of the Municipal Public Accounts Committee meeting, held on 9 November 2023, be approved and signed by the Chairperson.

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktoraat Finansies / Directorate Finance

8.1.1 Section 71 Monthly Budget Statement Report: September 2024 (9/1/2/2)

The Section 71 Monthly Budget Statement Report of the Directorate Finance for September 2024 is attached as **annexure 8.1.1**.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for September 2024.

(b) that the Section 71 Monthly Budget Statement Report of the Directorate Finance for September 2024 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

UNANIMOUSLY RESOLVED

(a) that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for September 2024.

(b) that the Section 71 Monthly Budget Statement Report of the Directorate Finance for September 2024 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

8.1.2 Supply Chain Management: Paragraph 7(4) Quarterly Report ending 31 March 2024: Implementation of Supply Chain Management Policy (9/1/2/2)

A memorandum from the Manager: Supply Chain, dated 4 April 2024, is attached as **annexure 8.1.2**.

The Committee for Corporate and Financial Services resolved on 6 August 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that notice be taken of the Supply Chain Management: Paragraph 7(4) Quarterly Report ending 31 March 2024.

(b) that the report supra (a) be made available to the public in terms of Section 21A of the Municipal Systems Act (Act no. 32 of 2000) after it has been tabled to Council.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that notice be taken of the Supply Chain Management: Paragraph 7(4) Quarterly Report ending 31 March 2024.

(b) that the report supra (a) be made available to the public in terms of Section 21A of the Municipal Systems Act (Act no. 32 of 2000) after it has been tabled to Council.

UNANIMOUSLY RESOLVED

(a) that notice be taken of the Supply Chain Management: Paragraph 7(4) Quarterly Report ending 31 March 2024.

(b) that the report supra (a) be made available to the public in terms of Section 21A of the Municipal Systems Act (Act no. 32 of 2000) after it has been tabled to Council.

8.2 Direktoraat Tegniese Dienste / Directorate Technical Services

8.2.1 By-law for the deployment of electronic communications infrastructure: Witzenberg Municipality and Policy for work and the installation of services in the road reserve (Revision 2) (16/4/P)

The following documents are attached:

(a) Report from Senior Manager: Streets and Storm Water, dated 5 December 2023: **Annexure 8.2.1(a)**.

(b) Draft Bylaw for Deployment of Electronic Communications Facilities: **Annexure 8.2.1(b)**.

(c) Schedule A: Framework Municipal Land Use Agreement: **Annexure 8.2.1(c)**.

(d) Schedule B: Electronic Communications Facilities Lease: **Annexure 8.2.1(d)**.

(e) Wayleave tariffs Witzenberg Municipality 2024/2025: **Annexure 8.2.1(e)**.

(f) Policy for work and installation of services in road reserve (Revision 2): **Annexure 8.2.1(f)**.

The Committee for Technical Services resolved on 9 April 2024 that the item relating to By-law for the deployment of electronic communications infrastructure: Witzenberg Municipality and Policy for work and the installation of services in the road reserve be workshopped by Council.

The Committee for Technical Services resolved on 6 August 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that the draft By-law for the deployment of electronic communications infrastructure: Witzenberg Municipality be adopted.

(b) that the draft By-law be advertised for public comments for at least 30 days.

(c) that the proposals of the public be considered and incorporated as recommended by the Department Streets and Storm Water.

(d) that the Municipal Manager as soon as possible after the closing date for public comments, submits a report to the Executive Mayoral Committee for a recommendation to Council.

(e) that the Policy for work and the installation of services in the road reserve (Revision 2) be adopted.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that the draft By-law for the deployment of electronic communications infrastructure: Witzenberg Municipality be adopted.

(b) that the draft By-law be advertised for public comments for at least 30 days.

(c) that the proposals of the public be considered and incorporated as recommended by the Department Streets and Storm Water.

(d) that the Municipal Manager as soon as possible after the closing date for public comments, submits a report to the Executive Mayoral Committee for a recommendation to Council.

(e) that the Policy for work and the installation of services in the road reserve (Revision 2) be adopted.

UNANIMOUSLY RESOLVED

(a) that the draft By-law for the deployment of electronic communications infrastructure: Witzenberg Municipality be adopted.

(b) that the draft By-law be advertised for public comments for at least 30 days.

(c) that the proposals of the public be considered and incorporated as recommended by the Department Streets and Storm Water.

(d) that the Municipal Manager as soon as possible after the closing date for public comments, submits a report to the Executive Mayoral Committee for a recommendation to Council.

(e) that the Policy for work and the installation of services in the road reserve (Revision 2) be adopted.

8.2.2 Pigeon Society Clubhouse: Erf 496, Stamper Street, Wolseley (15/4/R)

Memorandum from Senior Manager: Town Planning and Building Control, dated 21 August 2023:

"**Background**

The old clubhouse previously used by the Wolseley Pigeon Society is in a state of disrepair and is no longer fit for occupation.

Reasoning

Photos [attached as **annexure 8.2.2(a)**], taken during a site visit conducted by the Building Control Officer and Town Planner on 23 May 2023, show the state of the building.

There is free access to the building with no control over what happens there. The site visit confirmed that it has become a dumping place and could act as hiding place for vagrants.

Concerned residents previously complained about the state of the building and views it as dangerous and a nuisance.

In terms of the National Building Regulations there rests a duty on the local authority to order the demolition of dilapidated buildings.

Because the building is owned by the municipality, the Council as landowner needs to consent to the demolition."

The Executive Mayoral Committee decided that the Director: Technical Services obtains quotations for reparations to the building and the safeguarding thereof to determine the cost for maintaining the building.

The Executive Mayoral Committee will make a recommendation after that.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council that the Pigeon Society clubhouse located on erf 496, Stamper Street, Wolseley, is not needed to provide a minimum level of service and can be demolished.

The Executive Mayoral Committee resolved on 14 November 2023:

(a) that the matter of the Pigeon Society Clubhouse: Erf 496, Stamper Street, Wolseley be held in abeyance until the next meeting.

(b) that the Director: Technical Services obtains quotations for reparations and safeguarding of the building to determine the cost for maintaining the building.

Report from Director: Technical Services, dated 15 August 2024:

"A bill of quantities was compiled to repair the building to an acceptable standard. The estimated cost to repair the building is attached as **annexure 8.2.2(b)** and totals to R730 803-15 (VAT inclusive)."

The Committee for Technical Services resolved on 8 October 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that Council's intention to lease the Pigeon Society Clubhouse on erf 496, Stamper Street, Wolseley be advertised in the local newspaper.

(b) that the repair and maintenance of the asset will be for the cost of the successful lessee or tenant.

(c) that the asset is not needed in terms of Section 14(2)(a) of the Municipal Finance Management Act (Act 56 of 2003) to provide in the minimum level of basic municipal services.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that Council's intention to lease the Pigeon Society Clubhouse on erf 496, Stamper Street, Wolseley be advertised in the local newspaper.

(b) that the repair and maintenance of the asset will be for the cost of the successful lessee or tenant.

(c) that the asset is not needed in terms of Section 14(2)(a) of the Municipal Finance Management Act (Act 56 of 2003) to provide in the minimum level of basic municipal services.

UNANIMOUSLY RESOLVED

(a) that Council's intention to lease the Pigeon Society Clubhouse on erf 496, Stamper Street, Wolseley be advertised in the local newspaper.

(b) that the repair and maintenance of the asset will be for the cost of the successful lessee or tenant.

(c) that the asset is not needed in terms of Section 14(2)(a) of the Municipal Finance Management Act (Act 56 of 2003) to provide in the minimum level of basic municipal services.

8.2.3 Lease and operation of Material Recovery Facility (MRF): Erf 364/82, Ceres (17/3/2)

The following documents are attached:

(a) Proposal from Unite the City: **Annexure 8.2.3(a)**.

(b) Memorandum from Director: Technical Services, dated 4 September 2024: **Annexure 8.2.3(b)**.

The Committee for Technical Services resolved on 8 October 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that Section 110 of the Municipal Finance Management Act is not applicable.

(b) that the company Unite the City signs an agreement to operate the Material Recovery Facility on a trial basis of three months.

(c) that should the company be successfull in the probation period of three months, the agreement be further extended with one (1) year.

(d) that the Witzenberg Municipality employs the fifteen EPWP workers currently operating at the Material Recovery Facility, during the trial period to assist the mentioned company with the operation of the MRF, after which it will be the responsibility of Unite the City.

(e) that an agreement be drawn up between the municipality and Unite the City regarding the operation and maintenance of the MRF.

(f) that the Municipal Manager be authorised to sign the mentioned agreement.

(g) that Council's intention to lease the Material Recovery Facility (MRF) on erf 364/82, Ceres be advertised in the local newspaper for inputs, comments and any objections.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that Section 110 of the Municipal Finance Management Act is not applicable.

(b) that the company Unite the City signs an agreement to operate the Material Recovery Facility on a trial basis of three months.

(c) that should the company be successfull in the probation period of three months, the agreement be further extended with one (1) year.

(d) that the Witzenberg Municipality employs the fifteen EPWP workers currently operating at the Material Recovery Facility, during the trial period to assist the mentioned company with the operation of the MRF, after which it will be the responsibility of Unite the City.

(e) that an agreement be drawn up between the municipality and Unite the City regarding the operation and maintenance of the MRF.

(f) that the Municipal Manager be authorised to sign the mentioned agreement.

(g) that Council's intention to lease the Material Recovery Facility (MRF) on erf 364/82, Ceres be advertised in the local newspaper for inputs, comments and any objections.

UNANIMOUSLY RESOLVED

(a) that Section 110 of the Municipal Finance Management Act is not applicable.

(b) that the company Unite the City signs an agreement to operate the Material Recovery Facility on a trial basis of three months.

(c) that should the company be successfull in the probation period of three months, the agreement be further extended with one (1) year.

(d) that the Witzenberg Municipality employs the fifteen EPWP workers currently operating at the Material Recovery Facility, during the trial period to assist the mentioned company with the operation of the MRF, after which it will be the responsibility of Unite the City.

(e) that an agreement be drawn up between the municipality and Unite the City regarding the operation and maintenance of the MRF.

(f) that the Municipal Manager be authorised to sign the mentioned agreement.

(g) that Council's intention to lease the Material Recovery Facility (MRF) on erf 364/82, Ceres be advertised in the local newspaper for inputs, comments and any objections.

8.2.4 Electricity: Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure (16/3/3/1/1)

Councillor A Gili requested a caucus break on behalf of the ANC alliance from 10:52 until 11:21 before item 4.2.1 was being dealt with.

After the break Councillor Gili reported that the ANC alliance had expressed concerns that the members of the Committee for Technical Services, i.e. ANC and EFF had requested that the value of the assets which the municipality intents to transfer to the Eselfontein Boerdery (Edms) Bpk be made known, but to date such report had not been received. Councillor Gili proposed that the matter therefore be held in abeyance, which proposal was seconded by Councillor G Laban.

Alderman JJ Visagie requested a caucus break on behalf of the DA alliance from 11:23 until 11:39.

After the caucus break Councillor T Abrahams reported back that the Executive Mayoral Committee had endorsed the resolution of the Committee for Technical Services that the amount to be paid by the applicant for the municipal assets is R575 888-92. Alderman H Smit proposed and Alderman J Visagie seconded that the recommendations in the agenda be accepted.

Councillor Gili mentioned that the ANC alliance wants to compare the value of the municipal assets to be transferred to the applicant with the amount to be paid to the municipality by the applicant.

The Speaker called for a caucus meeting with all Chief Whips of the political parties from 11:53 until 12:00.

The Speaker reported back after the meeting that the Chief Whips had recommended to Council that the matter be held in abeyance and that an independent market valuator for the municipal assets be appointed to determine the market value of the assets.

The Committee for Technical Services resolved on 14 March 2023 that the matter in respect of the Electricity: Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure be held in abeyance and referred to the Acting Senior Manager: Electro-Technical Services for further information.

The following documents are attached:

(a) Memorandum from Senior Manager: Electro-Technical Services, dated 28 February 2024: **Annexure 8.2.4(a)**.

(b) Letter from Eselfontein Boerdery, dated 16 September 2021: **Annexure 8.2.4(b)**.

(c) Monthly report of May 2023 with Eselfontein SSEG application: **Annexure 8.2.4(c)**.

The Committee for Technical Services resolved on 9 April 2024 that the item relating to the Electricity: Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure be held in abeyance to determine the financial impact from time of the installation of the Small Scale Embedded Generation (SSEG).

Comment from Senior Manager: Electro-Technical Services:

"Page 5 of annexure 8.2.2(a) shows the financial impact studied for Eselfontein in the graph format."

The Committee for Technical Services resolved on 6 August 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that the content of the memo and the request of the farm owner be noted.

(b) that the advantages of this transaction for the municipality be noted.

(c) that the request be supported and that the amount of R575 888-92 (VAT incl.) be paid by the applicant.

(d) that the assets be transferred to Eselfontein Boerdery.

(e) that a bulk metering unit be installed at the main intake point of Eselfontein at the cost of the customer.

(f) that all the low voltage metering units be removed.

(g) that the asset is not needed for service delivery to other consumers and that Witzenberg Municipality will continue to provide electricity to the purchaser in bulk.

(h) that Council's intent to alienate the assets be advertised.

The Executive Mayoral Committee resolved on 26 September 2024 to recommend to Council:

(a) that the content of the memo and the request of the farm owner be noted.

(b) that the advantages of this transaction for the municipality be noted.

(c) that the request be supported and that the amount of R575 888-92 (VAT incl.) be paid by the applicant.

(d) that the assets be transferred to Eselfontein Boerdery.

(e) that a bulk metering unit be installed at the main intake point of Eselfontein at the cost of the customer.

(f) that all the low voltage metering units be removed.

(g) that the asset is not needed for service delivery to other consumers and that Witzenberg Municipality will continue to provide electricity to the purchaser in bulk.

(h) that Council's intent to alienate the assets be advertised.

(i) that the land owner continues providing the farm workers with electricity on the farm.

(j) that Council investigates the possibility of piloting a roll-out of free basic electricity in terms of Council's Indigent Policy to the households that are in need on the farm.

Council unanimously resolved on 30 September 2024 that the matter in respect of Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure be held in abeyance and that an independent market valuator for the municipal assets be appointed to determine the market value of the assets.

UNANIMOUSLY RESOLVED

that the matter in respect of Electricity: Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure be held in abeyance until the next meeting.

8.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

8.3.1 Proposed By-law: Municipal parks and open spaces (1/3/R)

The following memorandum, dated 21 July 2021, was received from the Municipal Manager:

"**Purpose**

To consider the tabling of the proposed By-Law on Public Parks and Open Spaces and to approve that same be published for comments and public participation.

Background

Section 156 of the Constitution provides that a municipality has executive authority in respect of, and has the right to administer, local government matters listed in part B of schedule 4 and part B of schedule 5.

Part B of schedule 5 includes public places and municipal parks and recreation.

Section 151(3) provides that a municipality has the right to govern, on its own initiative, the local government affairs of its community, subject to national and provincial legislation, as provided for in the Constitution.

The said Constitution confers on the municipality the authority to regulate matters within its jurisdiction by way of by-laws. In recent times the municipality has received a lot of complaints of activities at its parks and open spaces. During a meeting with a delegation of Ward 5 it was brought to the attention of the municipality that play parks are being used for illegal activities such as drinking of alcohol, smoking of illegal substances, organised rugby, soccer and cricket events as well as playing of golf. Whenever the neighbouring residents engage with the users of the municipal parks there are various threats of violence, vandalism and/or intimidation. There are no municipal processes and/or by-laws in place that can adequately address the problems associated with the municipal parks.

A draft by-law, dealing with the problems associated with our municipal parks, have been prepared for Council's notice and public comments and participation. A copy of the draft by-law is attached as **annexure 8.3.1(a)**. The by-law will be translated in all three languages and the public will be invited to make comments for Council's consideration.

Legal implications

Law Enforcement can only effectively ensure compliance if there is a by-law in place, authorising them to impose fines and/or affect an arrest in the event of non-compliance. The Constitution and the Systems Act authorise the Council to pass a by-law after certain conditions are met.

Financial implications

None."

The Executive Mayoral Committee resolved on 27 July 2021 to recommend to Council:

(a) that notice be taken of the By-Law on Public Parks and Open Spaces.

(b) that Council approves that the by-law be published for public comments and that same be referred back to Council for further consideration.

Council unanimously resolved on 25 August 2021:

(a) that notice be taken of the By-Law on Public Parks and Open Spaces.

(b) that Council approves that the by-law be published for public comments and that same be referred back to Council for further consideration.

The following documents are attached:

(a) Public notice of meetings and attendance registers: **Annexure 8.3.1(b)**.

(b) Letter from Mr PD September on behalf of Morrisdale residents, dated 28 October 2021: **Annexure 8.3.1(c)**.

The final adoption of the by-law did not materialise, because of the pending Local Government elections of November 2021.

Council unanimously resolved on 26 July 2024 that the matter in respect of the proposed by-law on municipal parks and open spaces be held in abeyance and workshopped by Council.

UNANIMOUSLY RESOLVED

that the matter in respect of the Proposed By-law: Municipal parks and open spaces be advertised for public comments and after that be referred back to Council for further consideration.

8.4 Direktoraat Korporatiewe Dienste / Directorate Corporate Services

8.4.1 Deed of Sale: Erf 919, Wolseley (7/1/4/2)

A memorandum from the Manager: Legal Services, dated 17 July 2024, is attached as **annexure 8.4.1**.

The Committee for Corporate and Financial Services resolved on 6 August 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that the old Deed of Sale with the old purchase price for erf 919, Wolseley be cancelled.

(b) that a contract be entered into a new Deed of Sale for erf 919, Wolseley.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 919 Wolseley, be sold at a fair market related price of R73 000-00.

(d) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 919, Wolseley is not needed to provide the minimum level of basic municipal services.

(e) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that the old Deed of Sale with the old purchase price for erf 919, Wolseley be cancelled.

(b) that a contract be entered into a new Deed of Sale for erf 919, Wolseley.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 919 Wolseley, be sold at a fair market related price of R73 000-00.

(d) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 919, Wolseley is not needed to provide the minimum level of basic municipal services.

(e) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(f) that the purchaser must pay the purchase price within a period of three months after signing the Deed of Sale failing of which the property will be advertised in terms of Council's supply chain management process.

UNANIMOUSLY RESOLVED

(a) that the old Deed of Sale with the old purchase price for erf 919, Wolseley be cancelled.

(b) that a contract be entered into a new Deed of Sale for erf 919, Wolseley.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 919 Wolseley, be sold at a fair market related price of R73 000-00.

(d) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 919, Wolseley is not needed to provide the minimum level of basic municipal services.

(e) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(f) that the purchaser must pay the purchase price within a period of three months after signing the Deed of Sale failing of which the property will be advertised in terms of Council's supply chain management process.

8.4.2 Request to purchase erf 2997, Bella Vista, Ceres (7/1/4/2)

A memorandum from the Municipal Manager, dated 6 August 2024, is attached as **annexure 8.4.2**.

The Committee for Corporate and Financial Services resolved on 6 August 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that in the absence of a signed Deed of Sale a contract be entered into for a new Deed of Sale for erf 2997, Bella Vista, Ceres.

(b) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 2997, Bella Vista, Ceres is not needed to provide a minimum level of basic municipal services.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 2997, Bella Vista, Ceres be sold at a fair market related price of R99 000-00.

(d) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that in the absence of a signed Deed of Sale a contract be entered into for a new Deed of Sale for erf 2997, Bella Vista, Ceres.

(b) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 2997, Bella Vista, Ceres is not needed to provide the minimum level of basic municipal services.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 2997, Bella Vista, Ceres be sold at a fair market related price of R99 000-00.

(d) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(e) that the purchaser must pay the purchase price within a period of three months after signing the Deed of Sale failing of which the property will be advertised in terms of Council's supply chain management process.

UNANIMOUSLY RESOLVED

(a) that in the absence of a signed Deed of Sale a contract be entered into for a new Deed of Sale for erf 2997, Bella Vista, Ceres.

(b) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 2997, Bella Vista, Ceres is not needed to provide the minimum level of basic municipal services.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 2997, Bella Vista, Ceres be sold at a fair market related price of R99 000-00.

(d) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(e) that the purchaser must pay the purchase price within a period of three months after signing the Deed of Sale failing of which the property will be advertised in terms of Council's supply chain management process.

8.4.3 Request to purchase erf 218, Op-die-Berg (7/1/4/2)

A memorandum from the Municipal Manager, dated 6 August 2024, is attached as **annexure 8.4.3**.

The Committee for Corporate and Financial Services resolved on 6 August 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that the old Deed of Sale with the old purchase price for erf 218, Op-die-Berg be cancelled.

(b) that a contract be entered into for a new Deed of Sale for erf 218, Op-die Berg.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 218, Op-die-Berg is not needed to provide the minimum level of basic municipal services.

(d) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(e) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 218, Op-die-Berg be sold at a fair market related price of R54 000-00.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that the old Deed of Sale with the old purchase price for erf 218, Op-die-Berg be cancelled.

(b) that a contract be entered into for a new Deed of Sale for erf 218, Op-die Berg.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 218, Op-die-Berg is not needed to provide the minimum level of basic municipal services.

(d) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(e) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 218, Op-die-Berg be sold at a fair market related price of R54 000-00.

UNANIMOUSLY RESOLVED

(a) that the old Deed of Sale with the old purchase price for erf 218, Op-die-Berg be cancelled.

(b) that a contract be entered into for a new Deed of Sale for erf 218, Op-die Berg.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 218, Op-die-Berg is not needed to provide the minimum level of basic municipal services.

(d) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(e) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 218, Op-die-Berg be sold at a fair market related price of R54 000-00.

8.4.4 Request to purchase erf 769 (unregistered erf 870): Prince Alfred's Hamlet (7/1/4/2)

A memorandum from the Senior Manager: Legal Services, dated 1 October 2024, is attached as **annexure 8.4.4**.

The Executive Mayoral Committee resolved on 4 November 2024 to recommend to Council:

(a) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 769 (unregistered erf 870), Prince Alfred's Hamlet, is not needed to provide the minimum level of basic municipal services.

(b) that the proposed transaction be advertised in the local newspaper for public comment and/or objections.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 769 (unregistered erf 870), Prince Alfred's Hamlet, be sold at a market related price.

(d) that a contract be entered into for a new Deed of Sale for erf 769 (unregistered erf 870), Prince Alfred's Hamlet.

(e) that the Municipal Manager be mandated to sign the Deed of Sale on behalf of the municipality.

(f) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(g) that a valuer be appointed to assess the market value of the building.

UNANIMOUSLY RESOLVED

(a) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 769 (unregistered erf 870), Prince Alfred's Hamlet, is not needed to provide the minimum level of basic municipal services.

(b) that the proposed transaction be advertised in the local newspaper for public comment and/or objections.

(c) that in terms of Section 14(2) of the Municipal Finance Management Act (Act 56 of 2003) the asset, erf 769 (unregistered erf 870), Prince Alfred's Hamlet, be sold at a market related price.

(d) that a contract be entered into for a new Deed of Sale for erf 769 (unregistered erf 870), Prince Alfred's Hamlet.

(e) that the Municipal Manager be mandated to sign the Deed of Sale on behalf of the municipality.

(f) that the proposed transaction be advertised in the local newspaper for public comment and/or any objections.

(g) that a valuer be appointed to assess the market value of the building.

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA
DRINGENDE SAKE NA AFSENDING VAN DIE AGENDA

9.1 Council matters: Missing Mayoral chain (3/R & 6/1/R)

Alderman K Adams enquired with regard to the missing Mayoral chain.

The Municipal Manager responded that the South African Police Services are in the phase to take the matter to the court.

NOTED

9.2 Demolition of dilapidated municipal buildings in Nduli, Ceres (15/6/1/6)

Councillor K Yisa enquired with regard to the status of the demolition of dilapidated municipal buildings in Nduli, Ceres.

The Municipal Manager responded that the municipality was awaiting the building plans for building.

The Municipal Manager also informed Council that the matter in respect of the old office of the South African Police Services will be referred back to the Committee for Technical Services for discussion.

NOTED

9.3 Third taxi association (17/14/1)

Councillor MJ Ndaba enquired with regard to the matter of a third taxi association and whether the municipality can intervene in the fight between the taxi associations.

The Municipal Manager responded that a committee was established under leadership of Colonel Kriel from the South African Police Services. Colonel Kriel did report that the Transport Association will apply for an interdict. The municipality was also alerted of potential conflict.

NOTED

10. FORMAL AND STATUTORY MATTERS FORMELE EN STATUTêRE SAKE

10.1 Feedback on matters of outside bodies Terugvoering oor sake van buite-organisasies (3/R)

No reports in respect of any feedback on matters of outside bodies or formal and statutory matters were submitted.

The Speaker requested that all such reports be submitted and be dealt with at the next Council meeting.

NOTED

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS VRAE en/of SAKE DEUR RAADSLEDE GEOPPER

11.1 Speed limit: Road between Ceres and Prince Alfred's Hamlet (17/7/4/1/1)

Councillor J Rooi requested that a speed limit be implemented on the road between Ceres and Prince Alfred's Hamlet.

11.2 Meeting: Letter from Witzenberg Rate Payers' Association (12/1/2/1)

Councillor J Rooi enquired with regard to an outstanding response on a letter received from the Witzenberg Rate Payers' Association. The letter requested a meeting with the municipality, but no response was yet received.

The association is awaiting an answer.

11.3 State of affairs: Spaza shops (17/1/4/3/2)

Councillor N Nogcinisa enquired with regard to the state of affairs regarding the spaza shops in the Witzenberg area. The incidents of contaminated food products, related illnesses and deaths are a great concern.

The Speaker ruled that notice is taken of all the above matters and requested that all questions be submitted in writing to the Speaker's office and same be answered at the next Council meeting.

NOTED

12. COUNCIL-in-COMMITTEE / RAAD-in-KOMITEE

These items are dealt with in the confidential minutes.

MINUTES OF THE HYBRID COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE TOWN HALL, VOORTREKKER STREET, CERES ON THURSDAY, 12 DECEMBER 2024 AT 10:00

PRESENT

Councillors

Alderlady EM Sidego (DA) (Speaker)
Councillor TE Abrahams (DA) (Executive Mayor)
Councillor JF Nel (ICOSA) (Executive Deputy Mayor)
Alderman K Adams (DA)
Councillor WJ Alexander (PA)
Councillor P Daniels (DA)
Councillor S de Bruin (DA)
Councillor GJ Franse (DA)
Councillor JP Fredericks (FF Plus)
Councillor AL Gili (ANC) (Online)
Councillor JS Mouton (ANC)
Councillor MJ Ndaba (ANC) (Online)
Councillor N Nogcinisa (ANC)
Councillor N Phatsoane (ANC)
Councillor KA Robyn (GOOD)
Councillor J Rooi (Witzenberg Party)
Alderman HJ Smit (DA)
Alderman D Swart (DA)
Alderman JJ Visagie (DA)
Councillor K Yisa (ANC)

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzinger (Director: Finance)
Mr JE Delport (Acting Director: Technical Services)
Mr M Mpeluza (Director: Corporate Services)
Mr J Kolkota (Deputy Director: Finance)
Ms N Oerson (Chief Internal Audit Executive)
Mr A Hofmeester (Manager: IDP)
Ms R Hendricks (Manager: Communication and Marketing)
Mr CG Wessels (Manager: Administration)
Ms M Arendse-Smith (Chief Administrative Officer)
Mr C Titus (Committee Clerk)
Mr J Pieterse (Senior ICT Officer)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Speaker welcomed everyone present and requested Councillor K Robyn to open the meeting with prayer.

NOTED

2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

2.1 Consideration of application for leave of absence, if any
Aansoeke om verlof tot afwesigheid, indien enige
(3/1/2/1)

Applications for leave of absence from the meeting were received from Councillors GG Laban (Witzenberg Aksie)(medical condition); I Swartz (EFF) (political party matters) and J Zalie (ANC) (public protest at Wolseley).

It was noted that Councillor P Daniels will join the meeting late.

UNANIMOUSLY RESOLVED

that the applications for leave of absence from the meeting, received from Councillors GG Laban (Witzenberg Aksie) (medical condition); I Swartz (EFF) (political party matters) and J Zalie (ANC) (public protest at Wolseley), be accepted and approved.

2.2 Confidentiality and Conflict of Interest Declaration
Vertroulikheid en Botsing van Belange Verklaring
(3/2/1)

The Confidentiality and Conflict of Interest Declaration is attached as **annexure 2.2**.

Councillor J Mouton declared a conflict of interest in terms of item 12.2.1 and requested that she be excused from the meeting during the said item.

After deliberations, Speaker informed the meeting that there was no direct conflict of interest and therefore Councillor J Mouton would not be required to leave the meeting during the discussion of item 12.2.1.

No other conflict of interest was declared.

NOTED

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED MEDEDELINGS, AANKONDIGINGS OF SAKE GEOPPER

3.1 Gratitude, Congratulations and Commiseration Waardering, Gelukwensinge en Meelewing (11/4/3)

Council's congratulations were conveyed by Councillor W Alexander to the following Councillors on their birthdays:

- Councillor JF Nel 7 November
- Councillor K Robyn 19 November
- Councillor J Zalie 21 November
- Councillor A Gili 28 November
- Councillor G Franse 11 December
- Ms M Fredericks 26 December

NOTED

3.2 Matters raised by the Speaker / Sake deur die Speaker geopper (09/1/1)

The Speaker, Alderlady EM Sidego, conveyed the following:

- Gratitude expressed on behalf of Council to the Municipal Manager and the Administration for the arrangements of the Council year-end function as it was thoroughly enjoyed by all.
- It is the last Council meeting for 2024 and would like to wish all a blessed Christmas and prosperous new year. May the peace experienced during the festive period carry through and be experienced in 2025.
- Word of thanks to all Councillors for their contributions during the year as it was a difficult year for many, but as a team we can succeed.
- Safety Awareness Campaign will be held on Friday, 13 December 2024 from 08:00 until 12:30 at the entrance of Ceres.
- It is noted that since it is the last meeting of the year, there could be consequences for Ward Councillors who have not had a ward committee meeting.
- Manager: Administration, Mr C Wessels, will be retiring at the end of the month and an opportunity will be afforded to Councillors who would like to convey well wishes.

NOTED

Councillor N Nogcinisa joined the meeting at 10:25.

3.3 Matters raised by the Executive Mayor
Sake deur die Uitvoerende Burgemeester geopper
(09/1/1)

The Executive Mayor conveyed the following to the meeting:

- Congratulations conveyed to the Administration and Councillors for the 12th consecutive Clean Audit. Councillors have an oversight function over the municipality, which is a great contribution.
- Thank you to members of the public who diligently attend Council meetings despite personal circumstances and hardships.
- Thank you to the Municipal Administration for their services to Councillors and citizens of Witzenberg, it is greatly appreciated.
- Word of thanks and appreciation to the Executive Mayoral Committee, coalitions and all Councillors for their contributions throughout the year.

Furthermore, the Executive Mayor wished all Councillors, Administration and members of the public a blessed Christmas and prosperous 2025.

NOTED

3.4 Matters raised by the Municipal Manager
Sake deur die Munisipale Bestuurder geopper

None / Geen

NOTED / AANGETEKEN

4. MINUTES / NOTULES

4.1 Corrections to the minutes / Wysigings aan die notules
(3/1/2/3)

None

NOTED

4.2 Matters arising from the minutes
(3/1/2/3)

None

NOTED

4.3 Approval of minutes / Goedkeuring van notules (3/1/2/3)

The following minutes are attached:

(a) Special Council meeting, held on 21 October 2024: **Annexure 4.3(a)**.
(b) Special Council meeting, held on 30 October 2024: **Annexure 4.3(b)**.

UNANIMOUSLY RESOLVED

That the following minutes be approved and signed by the Speaker:

(a) Special Council meeting, held on 21 October 2024.
(b) Special Council meeting, held on 30 October 2024.

EENPARIG BESLUIT

Dat die volgende notules goedgekeur en deur die Speaker onderteken word:

(i) Spesiale Raadsvergadering, gehou op 21 Oktober 2024.
(ii) Spesiale Raadsvergadering, gehou op 30 Oktober 2024.

4.4 Outstanding matters / Uitstaande sake (3/3/2)

Number	File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
	17/3/2	8.2.2 of 24-01-2024 Proposed position of waste transfer stations	Technical Services	That proposed positions of waste transfer stations at erf 8714, Bella Vista & Erf 1, PA Hamlet be held in abeyance for PPP.	Work-in-progress	End of Feb. 2025

UNANIMOUSLY RESOLVED

that notice be taken of the outstanding matter.

EENPARIG BESLUIT

dat kennis geneem word van die uitstaande saak.

5. MOTIONS AND NOTICE OF SUGGESTIONS
MOSIES EN KENNISGEWING VAN VOORSTELLE

None

NOTED

6. INTERVIEWS WITH DELEGATIONS
ONDERHOUDE MET AFVAARDIGINGS

None

NOTED

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

7.1 Minutes: Committee meetings / Notules: Komiteevergaderings (03/3/2)

The minutes of the following meetings are attached:

(a) Committee for Local Economic Development and Tourism, held on 11 April 2024: **Annexure 7.1(a)**.

(b) Performance, Risk and Audit Committee, held on 19 July 2024: **Annexure 7.1(b)**.

(c) Special Performance, Risk and Audit Committee, held on 16 August 2024: **Annexure 7.1(c)**.

(d) Executive Mayoral Committee, held on 26 September 2024: **Annexure 7.1(d)**.

(e) Committee for Technical Services, held on 8 October 2024: **Annexure 7.1(e)**.

UNANIMOUSLY RESOLVED

that notice be taken of the minutes of the Committee meetings and same be accepted.

EENPARIG BESLUIT

dat kennis geneem word van die notules van die Komiteevergaderings en genoemde aanvaar word.

7.2 Approval of minutes: Committee for Community Development 23 November 2023 (3/1/2/3)

The minutes of the meeting of the Committee for Community Development, held on 23 November 2023, are attached as **annexure 7.2**.

The Committee for Community Development resolved on 10 October 2024 that the minutes of the meeting of the Committee for Community Development, held on 23 November 2023, be referred to Council for approval.

UNANIMOUSLY RESOLVED

that the minutes of the meeting of the Committee for Community Development, held on 23 November 2023, be approved and signed by the Chairperson.

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktoraat Finansies / Directorate Finance

8.1.1 Section 71 Monthly Budget Statement Report of the Directorate Finance: October 2024 (9/1/2/2)

The Section 71 Monthly Budget Statement Report of the Directorate Finance for October 2024 is attached as **annexure 8.1.1**.

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council:

(a) that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for October 2024.

(b) that the Section 71 Monthly Budget Statement Report of the Directorate Finance for October 2024 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

UNANIMOUSLY RESOLVED

(a) that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for October 2024.

(b) that the Section 71 Monthly Budget Statement Report of the Directorate Finance for October 2024 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

8.1.2 Quarterly Budget Statement [Section 52(d)] Report: 1st Quarter 2024/2025 (9/1/1 & 9/1/2/2)

The Quarterly Budget Statement [Section 52(d)] Report for the 1st Quarter of 2024/2025 is attached as **annexure 8.1.2**.

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council:

(a) that notice be taken of the Quarterly Budget Statement [Section 52(d)] Report for the 1st Quarter of 2024/2025.

(b) that the report supra (a) be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee as well as the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

UNANIMOUSLY RESOLVED

(a) that notice be taken of the Quarterly Budget Statement [Section 52(d)] Report for the 1st Quarter of 2024/2025.

(b) that the report supra (a) be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee as well as the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

8.1.3 Draft Combined Assurance Framework (5/14/P)

The Draft Combined Assurance Framework, dated March 2024, is attached as **annexure 8.1.3**.

The Performance, Risk and Audit Committee resolved on 20 September 2024 to recommend to Council that notice be taken of the Combined Assurance Framework and, after consideration, same be approved.

UNANIMOUSLY RESOLVED

that notice be taken of the Combined Assurance Framework and, after consideration, same be approved.

8.1.4 Finance: Writing off of interest and arrear monies: Indigent household debt (5/12/1/3)

Memorandum from Director: Finance, dated 3 December 2024:

"**Purpose**

The purpose of this report is for Council to consider the writing off of indigent households' debt.

Legislature framework

In terms of Section 96 of the Municipal Systems Act (Act 32 of 2000), Council must collect all money that is due and payable to it. Subject to the provisions of the Municipal Systems Act. It also allows the municipality to compile and adopt a policy to give effect to this power to collect.

The Council adopted a Credit Control and Debt Collection Policy on 28 May 2009 per item 8.1.2(c). Amendments to this policy were approved at subsequent Council meetings.

The relevant portion is:

26.11 Whenever all the legal avenues and procedures listed above have been exhausted, or it becomes uneconomical to proceed further, the arrear amounts should be classified as irrecoverable and should be written off.

26.12 The Chief Financial Officer may forward a report to Council for the writing off of consumer debt, if such debts may be irrecoverable.

26.13 The Executive Committee, in terms of its delegated authority, may authorise the writing off of the debts wherein after a report will be forwarded to full Council for ratification.

26.14 The Chief Financial Officer shall as soon as possible after 30 June each year, or more regularly if requested by Council to do so, present to the Council a report indicating the amount of the arrears that have been written off during the financial year, together with the reasons for the write off.

26.15 The Chief Financial Officer may write off debts if he is satisfied that:

- All reasonable steps have been taken to recover the debt and the debt is considered to be irrecoverable, or
- He/she is convinced that recovery of the debt would be uneconomical.

26.16 Any debtors whose amounts are written off may be listed with the Credit Bureau and may not be permitted to enter future service contracts with the Council.

The Accounting Officer of a municipality must take all reasonable steps to ensure that the municipality has effective revenue collection systems in terms of Section 64 of the Municipal Finance Management Act (Act 56 of 2003).

Section 118(1) of the Municipal Systems Act regulates the issuing of clearance certificates for the transfer of property and is quoted below:

'118. Restraint on transfer of property. –

(1) A registrar of deeds may not register the transfer of property except on production to that registrar of deeds of a prescribed certificate -

(a) issued by the municipality or municipalities in which that property is situated; and

(b) which certifies that all amounts that became due in connection with that property for municipal service fees, surcharges on fees, property rates and other municipal taxes, **levies and duties during the two years preceding the date of application for the certificate have been fully paid**.

(1A) A prescribed certificate issued by a municipality in terms of subsection (1) is valid for a period of 60 days from the date it has been issued.'

Discussion

1. Council resolved on 18 April 2024 to write off the debt of indigent households. The list included households on the indigent register during the 2023 calendar year.

2. New applications have been received and approved till date.

3. The total outstanding debt in respect of indigent households are R11 135 757,51. R8 126 070,68 of this outstanding debt is in respect of households whose debt was not written of during April 2024.

4. The Chief Financial Officer is convinced that the recovery of the debt would be uneconomical as stated in 26.15 of the Credit Control and Debt Collection Policy.

Financial implications

The current provision of bad debt, excluding traffic fines, is R265 001 856,00 at the end of June 2024. This provision will be debited with the amount of R8 126 070,68. The provision has already been created prior to this financial year."

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council:

(a) that the indigent debt to the value of R8 126 070,68 be written off.

(b) that the Municipality's Credit Control and Debt Collection Policy be implemented in respect of all debt incurred after the write off even if the household is indigent.

(c) that during 2025 Council strategically discuss and deliberate in depth the matter of writing off of interest and arrear monies of indigent households and plan how to manage it in future.

Councillor MJ Ndaba requested that the list of the names of people from whom interest and arrear monies will be written off, for transparency be made available in the next Council agenda.

The Speaker responded that the abovementioned list be made available in the in-committee agenda of the next Council meeting.

UNANIMOUSLY RESOLVED

(a) that the indigent debt to the value of R8 126 070,68 be written off.

(b) that the Municipality's Credit Control and Debt Collection Policy be implemented in respect of all debt incurred after the write off even if the household is indigent.

(c) that the list of names in respect of the Writing off of interest and arrear monies: Indigent household debt be part of the in-committee agenda of the next Council meeting.

8.1.5 Reconnection of electricity over the festive season (5/12/1/R)

A memorandum from the Director: Finance, dated 4 December 2024, is attached as **annexure 8.1.5**.

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council:

(a) that all residents have access to electricity and that no credit control measures be implemented for the period 20 December 2024 until 3 January 2025.

(b) Consumers whose electricity are disconnected because of tampering with their meters are excluded from this resolution.

(c) that the 30 % auxiliary be implemented for all consumers with prepayment electricity meters whose accounts are in arrears.

(d) that conventional consumers pay a deposit of R1 000-00 as their electricity is supplied in advance.

UNANIMOUSLY RESOLVED

(a) that all residents have access to electricity and that no credit control measures be implemented for the period 20 December 2024 until 3 January 2025.

(b) Consumers whose electricity are disconnected because of tampering with their meters are excluded from this resolution.

(c) that the 30 % auxiliary be implemented for all consumers with prepayment electricity meters whose accounts are in arrears.

(d) that conventional consumers pay a deposit of R1 000-00 as their electricity is supplied in advance.

8.2 Direktoraat Tegniese Dienste / Directorate Technical Services

8.2.1 Electricity: Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure (16/3/3/1/1)

Councillor A Gili requested a caucus break on behalf of the ANC alliance from 10:52 until 11:21 before item 4.2.1 was being dealt with.

After the break Councillor Gili reported that the ANC alliance had expressed concerns that the members of the Committee for Technical Services, i.e. ANC and EFF had requested that the value of the assets which the municipality intents to transfer to the Eselfontein Boerdery (Edms) Bpk be made known, but to date such report had not been received. Councillor Gili proposed that the matter therefore be held in abeyance, which proposal was seconded by Councillor G Laban.

Alderman JJ Visagie requested a caucus break on behalf of the DA alliance from 11:23 until 11:39.

After the caucus break Councillor T Abrahams reported back that the Executive Mayoral Committee had endorsed the resolution of the Committee for Technical Services that the amount to be paid by the applicant for the municipal assets is R575 888-92. Alderman H Smit proposed and Alderman J Visagie seconded that the recommendations in the agenda be accepted.

Councillor Gili mentioned that the ANC alliance wants to compare the value of the municipal assets to be transferred to the applicant with the amount to be paid to the municipality by the applicant.

The Speaker called for a caucus meeting with all Chief Whips of the political parties from 11:53 until 12:00.

The Speaker reported back after the meeting that the Chief Whips had recommended to Council that the matter be held in abeyance and that an independent market valuator for the municipal assets be appointed to determine the market value of the assets.

The Committee for Technical Services resolved on 14 March 2023 that the matter in respect of the Electricity: Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure be held in abeyance and referred to the Acting Senior Manager: Electro-Technical Services for further information.

The following documents are attached:

(a) Memorandum from Senior Manager: Electro-Technical Services, dated 28 February 2024: **Annexure 8.2.1(a)**.

(b) Letter from Eselfontein Boerdery, dated 16 September 2021: **Annexure 8.2.1(b)**.

(c) Monthly report of May 2023 with Eselfontein SSEG application: **Annexure 8.2.1(c)**.

The Committee for Technical Services resolved on 9 April 2024 that the item relating to the Electricity: Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure be held in abeyance to determine the financial impact from time of the installation of the Small Scale Embedded Generation (SSEG).

Comment from Senior Manager: Electro-Technical Services:

"Page 5 of annexure 8.2.2(a) shows the financial impact studied for Eselfontein in the graph format."

The Committee for Technical Services resolved on 6 August 2024 to recommend to the Executive Mayoral Committee and Council:

(a) that the content of the memo and the request of the farm owner be noted.

(b) that the advantages of this transaction for the municipality be noted.

(c) that the request be supported and that the amount of R575 888-92 (VAT incl.) be paid by the applicant.

(d) that the assets be transferred to Eselfontein Boerdery.

(e) that a bulk metering unit be installed at the main intake point of Eselfontein at the cost of the customer.

(f) that all the low voltage metering units be removed.

(g) that the asset is not needed for service delivery to other consumers and that Witzenberg Municipality will continue to provide electricity to the purchaser in bulk.

(h) that Council's intent to alienate the assets be advertised.

The Executive Mayoral Committee resolved on 26 September 2024 to recommend to Council:

(a) that the content of the memo and the request of the farm owner be noted.

(b) that the advantages of this transaction for the municipality be noted.

(c) that the request be supported and that the amount of R575 888-92 (VAT incl.) be paid by the applicant.

(d) that the assets be transferred to Eselfontein Boerdery.

(e) that a bulk metering unit be installed at the main intake point of Eselfontein at the cost of the customer.

(f) that all the low voltage metering units be removed.

(g) that the asset is not needed for service delivery to other consumers and that Witzenberg Municipality will continue to provide electricity to the purchaser in bulk.

(h) that Council's intent to alienate the assets be advertised.

(i) that the land owner continues providing the farm workers with electricity on the farm.

(j) that Council investigates the possibility of piloting a roll-out of free basic electricity in terms of Council's Indigent Policy to the households that are in need on the farm.

Council unanimously resolved on 30 September 2024 that the matter in respect of Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure be held in abeyance and that an independent market valuator for the municipal assets be appointed to determine the market value of the assets.

Council unanimously resolved on 12 November 2024 that the matter in respect of Electricity: Eselfontein Boerdery (Edms) Bpk: Take-over of the municipal medium voltage infrastructure be held in abeyance until the next meeting.

The following report was received from the Municipal Manager:

"The municipality appointed Neil Lyners and Associates Consulting Engineers and Project Managers to perform a valuation on the municipal infrastructure as per the discussion item. A written report was compiled by Neil Lyners and Associates, which is attached as **annexure 8.2.1(d) (Confidential)**. Council's attention is drawn to the market valuation of the consultant, which is lower than the asset value of the municipality. It is recommended that the asset value of the municipality be used as the selling price.

UNANIMOUSLY RESOLVED

(a) that the request be supported and that the amount of R575 888-92 (VAT incl.) be paid by the applicant.

(b) that the assets be transferred to Eselfontein Boerdery.

(c) that a bulk metering unit be installed at the main intake point of Eselfontein at the cost of the customer.

(d) that all the low voltage metering units be removed.

(e) that the asset is not needed for service delivery to other consumers and that Witzenberg Municipality will continue to provide electricity to the purchaser in bulk.

(f) that Council's intent to alienate the assets be advertised.

(g) that the land owner continues providing the farm workers with electricity on the farm.

(h) that Council investigates the possibility of piloting a roll-out of free basic electricity in terms of Council's Indigent Policy to the households that are in need on the farm.

8.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

8.3.1 Witzenberg Disaster Management: Annual Report 2023/2024 (17/07/2/1)

The Witzenberg Disaster Management Annual report for 2023/2024, received form the Manager: Disaster Management and Emergency Services, is attached as **annexure 8.3.1**.

The Committee for Community Development resolved on 10 October 2024:

(a) That the Committee for Community Development takes notice of the Witzenberg Disaster Management Annual Report for 2023/2024.

(b) To recommend to the Executive Mayoral Committee and Council:

that Council takes notice of the content of the Witzenberg Disaster Management Annual Report for 2023/2024.

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council:

(a) that notice be taken of the content of the Witzenberg Disaster Management Annual Report for 2023/2024.

(b) that the matter regarding the Witzenberg Disaster Management Annual Report for 2023/2024 be discussed by Council at an upcoming workshop.

UNANIMOUSLY RESOLVED

(a) that notice be taken of the content of the Witzenberg Disaster Management Annual Report for 2023/2024.

(b) that the matter regarding the Witzenberg Disaster Management Annual Report for 2023/2024 be discussed by Council at an upcoming workshop.

8.3.2 Report: Working visit to Essen, Belgium: October 2024 (10/2/3)

A report from the Manager: Socio-Economic Development, dated 24 October 2024, is attached as **annexure 8.3.2**.

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council that notice be taken of the report on the working visit to Essen, Belgium during October 2024.

UNANIMOUSLY RESOLVED

that notice be taken of the report on the working visit to Essen, Belgium during October 2024.

Councillor P Daniels joined the meeting at 11:00.

8.3.3 Municipal contribution to cost of boundary wall along Vredebes/Crispy Farming/Morceaux and Patrick de Wet farm (17/4/1/1/2/4)

Report from Municipal Manager, dated 4 December 2024:

"**1. Purpose**

To consider granting approval for Council's contribution to the actual cost of the construction of the boundary wall along Vredebes/Crispy Farming/Morceaux and Patrick de Wet farm in the adjustment budget to be tabled to Council at the end of January 2025.

2. Background

This item was tabled to Council on 4 October 2019. Council resolved that Council engages with the MEC's for Housing and Agriculture for a donation in respect of the building of a boundary wall/erection of a fence along Vredebes/Crispy Farming/Morceaux and Patrick de Wet farm, after which the matter be referred back to Council. The item that was tabled to Council is attached as **annexure 8.3.3**.

All attempts to acquire grant funding for the fencing from the respective Provincial departments were unsuccessful. The owners of the affected farms maintain that it was part of the initial agreement with the development of Vredebes that a boundary wall would be constructed for the cost of the developer. The municipality is the developer of the Vredebes housing development. During negotiations it was agreed that the farm owners will contribute 50 % to the cost of the boundary wall. The owners went ahead to construct the boundary well, because of potential damage to their farms, mainly because of stray animals and theft that emanated from Vredebes. The farmers are now threatening to institute legal action if they are not been paid. The farmers have been lenient for more than four years. The total cost that Council must contribute amounts to R1 407 311-85, which is broken down as follows:

- Morceaux Agri (Pty) Ltd R747 602-52
- Patrick de Wet Familietrust R384 276-52
- Crispy Farming (Pty) Ltd R275 432-51"

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council that provision be made in the adjustment budget for the amount of R1 407 311-85.

A lengthy discussion was held in respect of the matter of the funding, the applicable reasons for the boundary wall and the emerging farmers involved.

The Municipal Manager provided in-depth clarity on the matter to the satisfaction of Council.

UNANIMOUSLY RESOLVED

that provision be made in the adjustment budget for the amount of R1 407 311-85.

8.3.4 Rietvlei PALS project: Water allocation and solar energy (17/19/2/30)

Report from Municipal Manager, dated 4 December 2024:

"**1. Purpose**

To consider a request from Witzenberg PALS, called the Rietvlei Project, for the provision of a water allocation from the municipality of 350 000 m^3 and an off-take agreement to purchase solar energy from an independent power producer.

2. Deliberation

The Western Cape Provincial Government invited municipalities to apply for funding to the Province for alternative energy projects which would allow municipalities to go off-grid during load shedding by ESKOM. Extensive investigations were done and the provincial project of solar and battery generated plants appear to be too expensive and not economically viable. The Witzenberg Municipality decided to proceed with an environmental impact assessment study on farm land, more commonly known as portion 85 of the farm Rietvallei 364. The firm Zutari was appointed to do the environmental impact assessment for a 19.5 MW solar photovoltaic (PV) facility. A draft basic assessment report was compiled in terms of NEMA and the EIA regulations of 2014 and which is now open for public comment until 6 January 2025.

The Dutoit Group has submitted a project proposal to the municipality for the development of a 40 ha cherry orchard for which they require 350 000 m^3 and the development of a 19.5 MWp solar farm. The proposal is attached as **annexure 8.3.4 (Confidential)**.

3. Request for municipal water

The previous Director: Technical Services, Mr J Barnard, had indicated that the municipality has enough water and that it will not have a significant impact on the municipal water quota.

4. Solar farm request

The consultant that the municipality had appointed, has compiled its draft basic assessment report for the same piece of land that the Dutoit Group is now requesting to develop their solar project. If the municipality is successful with a positive basic impact assessment report, the municipality would then embark on a tender process to invite potential independent power producers to develop the solar plant at their own cost and will the municipality, subject to Council's approval, sign an off-take agreement to buy the solar-generated energy for feed into the municipal infrastructure. The Dutoit Group's proposal amounts to an unsolicited bid proposal, which will have to follow the guidelines and procedures as set out by National Treasury.

The Dutoit Group is the lessee of portion 85 of the farm Rietvallei 364 and has acquired the option for a long-term lease agreement and/or acquisition of the farm.

5. Legal implication

If the water is made available the project will have to pay for the water in terms of Council's lease agreement. The Dutoit Group can either participate in Council's supply chain process for the development of a solar photovoltaic plant or through a unsolicited bid process where the approval of both Provincial and National Treasury must be obtained.

6. Financial implications

There is no negative financial implications for Council. On the water being made available, Council will derive an income and the price offered for the solar energy will have to be tested through an independent process. In terms of the project proposal it is indeed correct that Council can generate a saving on the sale of electricity through an alternative solar photovoltaic plant."

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council:

(a) that 25 kilolitre water per square meter be made available as the cherry trees are planted per year over a period of twenty years in terms of the approved project plan.

(b) that the Witzenberg Municipality be provided with an annual report of the project.

(c) that a suspensive condition be included in the agreement indicating that the project be implemented within three years, failure of which resulting in non-provision of water due to non-compliance.

(d) that in a drought stricken year the municipality has the domesticous of Council's quota of water in the Koekedouw Dam.

(e) that the Witzenberg Municipality supports and endorses the solar photovoltaic (PV) facility project of the Dutoit Group.

(f) that the Witzenberg Municipality already embarked on a solar project on the same land and is awaiting the Environmental Impact Assessment outcomes.

(g) that if Council is in favour of the solar project that the Dutoit Group participates in the Council's supply chain process for the development of a solar photovoltaic plant.

(h) that notice is taken that a written agreement in respect of the Nduli social development project be finalised.

UNANIMOUSLY RESOLVED

(a) that 25 kilolitre water per square meter be made available as the cherry trees are planted per year over a period of twenty years in terms of the approved project plan.

(b) that the Witzenberg Municipality be provided with an annual report of the project.

(c) that a suspensive condition be included in the agreement indicating that the project be implemented within three years, failure of which resulting in non-provision of water due to non-compliance.

(d) that in a drought stricken year the municipality has the domesticous of Council's quota of water in the Koekedouw Dam.

(e) that the Witzenberg Municipality supports and endorses the solar photovoltaic (PV) facility project of the Dutoit Group.

(f) that the Witzenberg Municipality already embarked on a solar project on the same land and is awaiting the Environmental Impact Assessment outcomes.

(g) that if Council is in favour of the solar project that the Dutoit Group participates in the Council's supply chain process for the development of a solar photovoltaic plant.

(h) that notice is taken that a written agreement in respect of the Nduli social development project be finalised.

8.4 Direktoraat Korporatiewe Dienste / Directorate Corporate Services

8.4.1 Council matters: Council recess for festive season 2024/2025 (3/1/2/3)

The Speaker recommends:

(a) that the recess period of Council for the 2024/2025 festive season will be from 17 December 2024 until 15 January 2025.

(b) that if the Speaker needs to call a Council meeting all Councillors must be available for a virtual Council meeting at all times.

(c) that the Executive Mayor and Executive Deputy Mayor will be on standby during the recess period.

UNANIMOUSLY RESOLVED

(a) that the recess period of Council for the 2024/2025 festive season will be from 17 December 2024 until 15 January 2025.

(b) that if the Speaker needs to call a Council meeting all Councillors must be available for a virtual Council meeting at all times.

(c) that the Executive Mayor and Executive Deputy Mayor will be on standby during the recess period.

8.4.2 Personnel matters: Closure of municipal offices: 23, 24, 27, 30 and 31 December 2024 and 2 January 2025 (04/2/8)

For the past number of years the municipal offices have been closed in December and January for the festive season.

The Municipal Manager Services proposed:

(a) That business hours on 20 December 2024 shall be from 07:30 to 13:00.

(b) That all employees be granted paid leave on 23, 24, 27, 30 and 31 December 2024 and 2 January 2025.

(c) That essential services staff in all departments be on standby on 23, 24, 25, 26, 27, 28, 29, 30, 31 December 2024 and 1 and 2 January 2025.

(d) That the municipality resumes full services on 3rd January 2025.

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council:

(a) That business hours on 20 December 2024 shall be from 07:30 to 13:00.

(b) That all employees be granted paid leave on 23, 24, 27, 30 and 31 December 2024 and 2 January 2025.

(c) That essential services staff in all departments be on standby on 23, 24, 25, 26, 27, 28, 29, 30, 31 December 2024 and 1 and 2 January 2025.

(d) That the municipality resumes full services on 3rd January 2025.

UNANIMOUSLY RESOLVED

(a) That business hours on 20 December 2024 shall be from 07:30 to 13:00.

(b) That all employees be granted paid leave on 23, 24, 27, 30 and 31 December 2024 and 2 January 2025.

(c) That essential services staff in all departments be on standby on 23, 24, 25, 26, 27, 28, 29, 30, 31 December 2024 and 1 and 2 January 2025.

(d) That the municipality resumes full services on 3rd January 2025.

8.4.3 Annual Report 2023/2024 (9/1/1)

Memorandum from Director: Finance, dated 2 December 2024:

"**1. Purpose**

The purpose of this report is to table the Annual Report for 2023/2024 to Council.

2. Legal framework

In terms of Section 127(2) of the Municipal Finance Management Act (Act 56 of 2003), the mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control. In terms of the Municipal Finance Management Act Council must adopt the final Audit Report within two months after the tabling of the Annual Report. The Annual Report will now be advertised for public comments.

In terms of Council's delegations, the Municipal Public Accounts Committee is the oversight committee which must compile an oversight report for consideration by Council before the Annual Report is adopted. The Annual Report includes the audited Financial Statements as well as the Audit Report of the Auditor-general of South Africa.

3. Discussion

The annual report for 2023/2024 is attached as **annexure 8.4.3**."

UNANIMOUSLY RESOLVED

(a) that notice be taken of the Witzenberg Municipality Annual Report for 2023/2024.

(b) that a Public Participation Process be followed as prescribed by law.

(c) that the Municipal Public Accounts Committee (MPAC) compiles an oversight report on the Annual Report as per its delegated powers.

(d) that the following schedule for consideration of the report be adopted:

(i) Advertisement in local newspaper on or before 20 December 2024.

(ii) The Municipal Public Accounts Committee compiles an oversight report on the Annual Report on or before 21 January 2025.

(iii) Council considers approval of the Annual Report and oversight report on or before 23 January 2025.

8.4.4 Council meeting program: January until December 2025 (3/1/2/3)

Memorandum from Manager: Administration, dated 29 November 2024:

"**1. Purpose**

To obtain the approval of the Executive Mayoral Committee as well as Council for the proposed Council meeting program for January until December 2025.

2. For decision

Council.

3. Executive summary

The Council meeting program and meeting schedule for January until December 2025 as well as a 2025 calendar is attached as **annexure 8.4.4**. It is recommended that the attached program for the period January until December 2025 be approved. SALGA and the Western Cape Government have requested that municipalities finalise their own Council calendar dates in order for them to synchronise dates with everybody.

Council is requested to approve the meeting program for January until December 2025. The Council meeting program of the Witzenberg Municipality has been synchronised with the meeting dates of the Cape Winelands District Municipality and is now submitted to Council for approval.

4. Discussion

4.1 Background and discussion

In terms of Section 19 of the Local Government Municipal Systems Act (Act 32 of 2000) the Municipal Manager must give notice to the public in a manner determined by the Municipal Council of the time, dates and venues of every ordinary meeting of the Council and special or urgent meetings of the Council except when time constraints make this impossible.

The proposed Council meeting program for January until December 2025 provides the list of scheduled meetings of Council, the Executive Mayoral Committee, the various Section 80 Committees, Municipal Public Accounts Committee (MPAC), Performance, Risk and Audit Committee (PRAC), the Local Labour Forum (LLF), the Senior Management (Administrative) and the Senior Municipal Leadership (Municipal Manager and Executive Mayor) meetings with the applicable time, date, venue or modus of the meetings.

The Senior Municipal Leadership and Senior Management meetings are once again proposed to be held every Monday, Section 80 Committee meetings on the third Tuesday and Thursday of every month, but meetings of the Committee for Housing Matters on the third Tuesday of the month, Council workshops on the day prior to the Council meeting and Council meetings on the last Wednesday of the month, depending on specific circumstances. Council meetings are also synchronised with the Council meetings of the Cape Winelands District Municipality. Meetings of the Executive Mayoral Committee are scheduled twice a month on a Tuesday. All meetings can be held virtually or in contact depending on circumstances at the time.

4.2 Constitutional and policy implications

Compliance with any health regulation in case of contact meetings and compliance with municipal IT Policy in case of virtual meetings.

4.3 Environmental implications

This program has no environmental implications.

4.4 Financial implications

The monthly Council meetings are published in the local community newspaper, the cost of which is duly budgeted for.

4.5 Legal implications

In terms of Section 19 of the Local Government Municipals Systems Act (Act 32 of 2000) the Municipal Manager must give notice to the public in a manner determined by the Municipal Council of the time, date and venue or modus of every ordinary meeting of the Council and special or urgent meetings of the Council except when time constraints make this impossible.

Council meetings are planned for every month except for April, June, September and November 2025 and this exceeds the minimum requirement of one meeting per quarter as prescribed.

All legislative and policy requirements are complied with."

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council that the proposed Council meeting program for January until December 2025 be approved.

UNANIMOUSLY RESOLVED

that the Council meeting program for January until December 2025 be approved.

8.4.5 Presidential pronouncement to register spaza shops within 21 days (13/1)

The following documents are attached:

(a) Report from Senior Manager: Legal Services, dated 28 November 2024: **Annexure 8.4.5(a)**.

(b) Standard draft By-Law for Township Economies: **Annexure 8.4.5(b)**.

(c) House Shop By-Law of Witzenberg Municipality: **Annexure 8.4.5(c)**.

(d) SALGA circular on regulation of spaza shops: **Annexure 8.4.5(d)**.

The Executive Mayoral Committee resolved on 10 December 2024 that the matter regarding the presidential pronouncement to register spaza shops within 21 days be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

(a) that Council takes notice of the matter in respect of the Presidential announcement to register spaza shops within 21 days.

(b) that Council takes notice of the Standard By-law for Township Economies as published in Government Gazette no. 51529 of 7 November 2024 by the National Minister for Cooperative Governance and Traditional Affairs.

(c) that Council takes notice of the disaster declaration that relates to food borne illnesses.

(d) that Council takes notice of COGTA's 10-point action plan.

(e) that Council takes notice that Council does have a by-law on house shops as well as informal traders.

(f) that Administration will amend the municipal By-law on House and Spaza Shops as well as informal traders and will submit the amended draft by-law to Council at the next Council meeting for discussion and implementation.

8.4.6 Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh (7/1/4/1)

The following documents are attached:

(a) Report from Senior Manager: Legal Services and Manager: Socio--Economic Development, dated 3 December 2024: **Annexure 8.4.6(a)**.

(b) Report from Manager: Socio-Economic Development, dated 7 June 2024: **Annexure 8.4.6(b)**.

(c) Proposal: Witzenville Park by Care4Tulbagh: **Annexure 8.4.6(c)**.

The Executive Mayoral Committee resolved on 10 December 2024 that the matter regarding the Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh be held in abeyance until the next meeting.

UNANIMOUSLY RESOLVED

that the matter regarding the Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh be held in abeyance until the next meeting.

8.4.7 Alienation and subdivision of a portion of erf 2622, Schoonvlei industrial area, Ceres (unregistered erven 10913 and 10914): LED project (7/1/4/2)

Report from Municipal Manager, dated 4 December 2024:

"**1. Purpose**

To consider the alienation of unregistered erf 10913 and erf 10914 to Oslo Fruiters (Pty) Ltd. as an LED project for their sourced water bottling plant and parking of their heavy vehicle fleet.

2. Background

The subdivision of erf 2622, Schoonvlei, Ceres was approved subject to certain conditions. In terms of Council's policy on the contribution of bulk levies (development charge per service) any potential buyer will have to pay the bulk contribution cost as set out in **annexure 8.4.7(a)**. The minimum cost in terms of the industrial zoning of the erf will be R681 578-07 per unit. This excludes the market related cost of the erf. When Council deliberated on the matter the idea was to empower the previously disadvantaged sector of our community who has not benefited from any land acquisition in the past.

Council also wanted to cater for the small business people within the Schoonvlei industrial park. The payment of the development cost makes it economically unviable and unaffordable for any small business person to purchase the property from Council.

Council is requested to consider to waive the development charges for upcoming and small business entrepreneurs from the previously disadvantaged communities.

3. LED project

Oslo Fruiters (Pty) Ltd., which is a 100 % black-owned company, has made enquiries to the municipality for the purpose of land to extend their businesses. The company owns a property where they have installed a water production bottling line. The company now wishes to extend their business. The company further bought a fleet of heavy vehicles to transport fruit and other produce to various markets within South Africa.

They do not have property where the trucks can be parked and are parking some of the trucks on the pavement of their business site in Schoonvlei. The company is reporting that:

- Thieves have been targeting their trucks that are parked on side of roads. The have torn the sails of the trucks to see if there are goods loaded on the trucks.
- Thieves have also stolen batteries of the trucks and cables.
- Thieves also tried to steal spare tyres from the trucks.
- They are also having troubles with their neighbours as the trucks parked on the road side, takes up their space.

The municipality has earmarked Schoonvlei as an area where Council wants to see local business people thriving and emancipated from the previous apartheid regime. The high development cost is making it extremely difficult to sell property in Schoonvlei that has been set aside for the previously disadvantaged community. The Local Economic Development Policy of Council has as its object the creation of job opportunities and the empowerment of our communities. The potential land identified is marked X on the registered subdivision plan of Riding & Watt. The portions 10913 and 10914 will have to be consolidated, but will bring it in line with the size of the land that is enquired by the applicant. See plan attached as **annexure 8.4.7(b)**.

4. Municipal services

All the municipal service delivery sections have provided their inputs as per the email from the Senior Manager: Properties and Legal Services, attached as **annexure 8.4.7(c)**.

5. Legal implications

These subdivided erven is not required for basic service delivery as envisaged by Section 40 of the Municipal Finance Management Act. Council's intention to sell the property to Oslo Fruiters, if so approved, will have to be advertised in the local newspaper to make the process open and transparent and to meet the requirements of the Constitution.

6. Financial implications

Council will not receive any development charges income in terms of Council's policy if the cost is waived. If the property is sold it will be sold at market related price and Council's income will be from the services delivered at the erven as well as future rates."

The Executive Mayoral Committee resolved on 10 December 2024 to recommend to Council:

(a) that unregistered erven 10913 and 10914 are not required for basic municipal services as per the Municipal Finance Management Act.

(b) that Council's intention of selling the property be advertised in the local newspaper to obtain objections, if any.

(c) that the Municipal Manager be mandated to sign all the relevant documentation necessary to effect the transfer of the properties.

(d) that all cost incidental to the sale and transfer of the property will be for the purchasers.

(e) that the alienated land not be sold for a market related price, but at a selling price of R100-00 per square metre and that unregistered erven 10913 and 10914 be consolidated.

UNANIMOUSLY RESOLVED

(a) that unregistered erven 10913 and 10914 are not required for basic municipal services as per the Municipal Finance Management Act.

(b) that Council's intention of selling the property be advertised in the local newspaper to obtain objections, if any.

(c) that the Municipal Manager be mandated to sign all the relevant documentation necessary to effect the transfer of the properties.

(d) that all cost incidental to the sale and transfer of the property will be for the purchasers.

(e) that the alienated land not be sold for a market related price, but at a selling price of R100-00 per square metre and that unregistered erven 10913 and 10914 be consolidated.

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA
DRINGENDE SAKE NA AFSENDING VAN DIE AGENDA

9.1 Project: CCTV Cameras along Voortrekker Road and Vos Street, Ceres (R46 Ceres to Nduli) and Voortrekker and Olienhout Streets in Prince Alfred's Hamlet (17/7/5)

Report from Municipal Manager, dated 6 December 2024:

"**1. Purpose**

To recommend to Council for consideration to enter into a new two (2)-year agreement with Witzenberg Security Forum (Pty) Ltd to maintain and monitor the circuit television cameras installed along Voortrekker Road and Vos Street, Ceres (R46 Ceres to Nduli) and Voortrekker and Olienhout Streets in Prince Alfred's Hamlet.

2. Background

Council resolved on 23 August 2019 to enter into an agreement with Ceres Business Initiative to install CCTV cameras along Voortrekker Road and Vos Street, Ceres (R46 Ceres to Nduli) and Voortrekker and Olienhout Streets in Prince Alfred's Hamlet. At the time the capital investment for the project was R1.056 million and the operational cost R69 575 per month. CBI accepted responsibility for the capital investment as well as a contribution to the operational expenses. The municipality agreed to contribute R50 000-00 per month, escalating at 7 % annually. It was initially agreed that a non-profit company will be registered to enable all the parties to claim back in terms of payment made. Witzenberg Security Forum (Pty) Ltd was eventually established with the directors being elected from the contributors of the project.

Council further resolved on 6 December 2022 as follows:

(a) that the project be approved and the budget provided for with a monthly contribution of R57 245-00.

(b) that the Department Provincial Roads and Transport approves the installation of the cameras on the provincial roads.

(c) that the commitment be for a period of two (2) years.

3. Deliberation

The business sector chose to fund their capital over a 5-year period which came to an end. The sustainability of the project is dependent on the financial contribution of the municipality. The last payment in terms of the old agreement was made during November 2024.

The private company established has requested that the municipality considers extending its monthly contribution for a further two-year period on the same terms and conditions as initially concluded. When the project was initiated LTS Security was selected as the preferred bidder, because of their experience and involvement in a similar project. They have established a control room with a response unit to monitor activities on the cameras. In terms of the agreement the security company reports monthly on all activities.

4. Legal implication

Council must approve of the project and provide for it in the budget.

5. Financial implication

If Council approves of the project the municipality will be responsible for a monthly contribution in the amount of R65 539.80 with a 7 % increase from 1 December 2025."

The Executive Mayoral Committee resolved ono 10 December 2024 to recommend to Council:

(a) that the project be approved and the budget provided for with a monthly contribution of R65 539.80 with a 7 % increase from 1 December 2025.

(b) that the commitment be for a period of two (2) years from 1 December 2024.

UNANIMOUSLY RESOLVED

(a) that the project be approved and the budget provided for with a monthly contribution of R65 539.80 with a 7 % increase from 1 December 2025.

(b) that the commitment be for a period of two (2) years from 1 December 2024.

10. FORMAL AND STATUTORY MATTERS FORMELE EN STATUTêRE SAKE

10.1 Feedback on matters of outside bodies Terugvoering oor sake van buite-organisasies (3/R)

None

NOTED

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS VRAE en/of SAKE DEUR RAADSLEDE GEOPPER

The following Chief Whips conveyed their heartfelt gratitude to the Manager: Administration, Mr C Wessels, for his years of service, dedication and loyalty towards Witzenberg Municipality:

- Alderman JJ Visagie (on behalf of Democratic Alliance)
- Councillor W Alexander (on behalf of Patriotic Alliance)
- Councillor K Robyn (on behalf of Good Party)
- Councillor J Rooi (on behalf of Witzenberg Party)
- Councillor M Ndaba (on behalf of African National Congress)

Furthermore, appreciation and gratitude were conveyed for the professionalism, leadership and guidance during the years and for uplifting others. Well wishes and blessings conveyed for a wonderful retirement and joyous time with the family.

NOTED

12. COUNCIL-in-COMMITTEE / RAAD-in-KOMITEE

These items are dealt with in the confidential minutes.

MINUTES OF THE SPECIAL COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD VIRTUALLY ON THURSDAY, 19 DECEMBER 2024 AT 09:00

PRESENT

Councillors

Alderlady EM Sidego (DA) (Speaker)
Councillor TE Abrahams (DA) (Executive Mayor)
Councillor JF Nel (ICOSA) (Executive Deputy Mayor)
Alderman K Adams (DA)
Councillor WJ Alexander (PA)
Councillor P Daniels (DA)
Councillor S de Bruin (DA)
Councillor GJ Franse (DA)
Councillor JP Fredericks (FF Plus)
Councillor AL Gili (ANC)
Councillor JS Mouton (ANC)
Councillor MJ Ndaba (ANC)
Councillor N Nogcinisa (ANC)
Councillor N Phatsoane (ANC)
Councillor KA Robyn (GOOD)
Councillor J Rooi (Witzenberg Party)
Alderman HJ Smit (DA)
Alderman D Swart (DA)
Councillor IL Swartz (EFF)
Councillor K Yisa (ANC)
Councillor J Zalie (ANC)

Officials

Mr D Nasson (Municipal Manager)
Mr CG Wessels (Manager: Administration)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Speaker welcomed everyone present and requested Councillor J Mouton to open the meeting with a prayer.

NOTED

2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

2.1 Consideration of application for leave of absence, if any Aansoeke om verlof tot afwesigheid, indien enige (3/1/2/1)

Apologies for absence from the meeting were received from the Chief Administrative Officer and the ICT Administrator.

UNANIMOUSLY RESOLVED

that the apologies for absence from the meeting, received from the Chief Administrative Officer and the ICT Administrator, be accepted.

2.2 Confidentiality and Conflict of Interest Declaration Vertroulikheid en Botsing van Belange Verklaring (3/2/1)

The Confidentiality and Conflict of Interest Declaration is attached as **annexure 2.2**.

No conflict of interest was declared.

NOTED

3. COUNCIL-in-COMMITTEE / RAAD-in-KOMITEE

These items are dealt with in the confidential minutes.

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

Monthly Budget Statement Report Section 71 for November 2024

Financial data is in respect of the period 1 July 2024 to 30 November 2024

Glossary

Adjustments Budgets – Prescribed in section 28 of the Municipal Finance Management Act. It is the formal means by which a municipality may revise its budget during a financial year.

Allocations – Money received from Provincial or National Government or other municipalities.

AFS – Annual Financial Statements

Budget – The financial plan of a municipality.

Budget related policy – Policy of a municipality affecting or affected by the budget.

Capital Expenditure – Spending on municipal assets such as land, buildings, distribution networks, treatment plants and vehicles. Any capital expenditure must be reflected as an asset on a municipality's balance sheet.

Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality, and the month end balances of cash and short term investments. Cash receipts and payments do not always coincide with budgeted income and expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month that the services or goods are received, even though it may not be paid in the same period.

CFO – Chief Financial Officer / Director: Finance

DORA – Division of Revenue Act. An annual piece of legislation indicating the allocations from National Government to Local Government.

Equitable Share – A general grant paid to municipalities. It is predominantly targeted to assist with free basic services.

Fruitless and wasteful expenditure – Expenditure that was made in vain and would have been avoided had reasonable care been exercised.

GDFI - Gross Domestic Fixed Investment

GFS – Government Finance Statistics. An internationally recognised classification system that facilitates comparisons between municipalities.

GRAP – Generally Recognized Accounting Practice. The new standard for municipal accounting and basis upon which AFS are prepared.

IDP – Integrated Development Plan. The main strategic planning document of a municipality.

KPI's – Key Performance Indicators. Measures of service output and/or outcome.

MFMA – Municipal Finance Management Act (No 53 of 2003). The principle piece of legislation relating to municipal financial management.

Glossary (Continued)

MIG – Municipal Infrastructure Grant

MPRA – Municipal Property Rates Act (No 6 of 2004).

MTREF – Medium Term Revenue and Expenditure Framework as prescribed by the MFMA sets out indicative revenue and projected expenditure for the budget year plus two outer financial years to determine the affordability level. Also includes details of the previous three years and current years' financial position.

NT – National Treasury

Net Assets – Net assets are the residual interest in the assets of the entity after deducting all its liabilities. This means the net assets of the municipality equates to the "net wealth" of the municipality, after all assets were sold/recovered and all liabilities paid. Transactions which do not meet the definition of Revenue or Expenses, such as increases in values of Property, Plant and Equipment where there is no inflow or outflow of resources are accounted for in Net Assets.

Operating Expenditure – Spending on the day to day expenses of a municipality such as general expenses, salaries & wages and repairs & maintenance.

Rates – Local Government tax based on assessed valuation of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.

RBIG – Regional Bulk Infrastructure Grant

R&M – Repairs and maintenance on property, plant and equipment.

SCM – Supply Chain Management.

SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.

Strategic Objectives – The main priorities of a municipality as set out in the IDP Budgeted spending must contribute towards achievement of these strategic objectives.

TMA – Total Municipal Account

Unauthorised expenditure – Generally, **s**pending without, or in excess of, an approved budget.

Virement – A transfer of budget.

Virement Policy - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

Vote – One of the main segments into which a budget is divided, usually at department level.

WM – Witzenberg Municipality

Legal requirements

2.3 Monthly budget statements

In terms of Section 71 of the MFMA the accounting officer must prepare monthly budget statements that comply with this section. This section read as follows:

"71. *(1) The accounting officer of a municipality must by no later than 10 working days after the end of each month submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality's budget reflecting the following particulars for that month and for the financial year up to the end of that month:*

(a) Actual revenue, per revenue source;
(b) actual borrowings;
(c) actual expenditure, per vote;
(d) actual capital expenditure, per vote;
(e) the amount of any allocations received;
(f) actual expenditure on those allocations, excluding expenditure on—
(i) its share of the local government equitable share; and
(ii) allocations exempted by the annual Division of Revenue Act from compliance with this paragraph; and
(g) when necessary, an explanation of—
(i) any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote;
(ii) any material variances from the service delivery and budget implementation plan; and
(iii) any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality's approved budget.

(2) The statement must include—

(a) a projection of the relevant municipality's revenue and expenditure for the rest of the financial year, and any revisions from initial projections; and
(b) the prescribed information relating to the state of the budget of each municipal entity as provided to the municipality in terms of section 87(10).

(3) The amounts reflected in the statement must in each case be compared with the corresponding amounts budgeted for in the municipality's approved budget.

(4) The statement to the provincial treasury must be in the format of a signed document and in electronic format.

(5) The accounting officer of a municipality which has received an allocation referred to in subsection (1)(e) during any particular month must, by no later than 10 working days after

2.3 Maandelikse begroting state

In terme van Artikel 71 van die MFMA die rekenpligtige beampte moet 'n maandelikse begroting state wat voldoen aan hierdie artikel. Hierdie artikel lees soos volg:

*"**71. (1)** Die rekenpligtige beampte van 'n munisipaliteit moet nie later as 10 werk dae na die einde van elke maand aan die burgemeester van die munisipaliteit en die betrokke Provinsiale Tesourie 1 verklaring in die voorgeskrewe formaat oor die toestand van die munisipaliteit se begroting wat die volgende besonderhede vir die maand en vir die finansiële jaar tot die einde van die maand:*

(a) werklike inkomste per bron van inkomste;
(b) werklike lenings;
(c) die werklike uitgawes per stem;
(d) die werklike kapitaalbesteding, per stem;
(e) die bedrag van enige toekennings ontvang;
(f) die werklike uitgawes op daardie toekennings, uitgesluit besteding op
(i) sy deel van die plaaslike regering billike deel;
(ii) toekennings vrygestel is by die jaarlikse Verdeling van Inkomste van die nakoming van hierdie paragraaf, en
(g) wanneer dit nodig is, 'n verduideliking van-
(i) enige wesenlike afwykings van die munisipaliteit se geprojekteerde inkomste deur die bron, en van die munisipaliteit se uitgawe projeksies per stem;
(ii) enige wesenlike afwykings van die dienslewering en begrotings implementeringsplan;
(iii) enige remediërende of korrektiewe stappe geneem is of geneem word om te verseker dat die geprojekteerde inkomste en uitgawes in die munisipaliteit se goedgekeurde begroting bly.

(2) Die staat moet die volgende insluit-

(a) 'n projeksie van die betrokke munisipaliteit se inkomste en uitgawes vir die res van die finansiële jaar, en enige wysigings van die aanvanklike projeksies, en
(b) die voorgeskrewe inligting met betrekking tot die toestand van die begroting van elke munisipale entiteit wat aan die munisipaliteit in terme van artikel 87 (10).

(3) die bedrae wat in die verklaring moet in elke geval in vergelyking met die ooreenstemmende bedrae begroot vir die munisipaliteit se goedgekeurde begroting.

(4) Die verklaring aan die provinsiale tesourie moet in die formaat van 'n getekende dokument en in elektroniese formaat.

(5) Die rekenpligtige beampte van 'n munisipaliteit wat 'n toekenning bedoel in subartikel (1)(e) gedurende 'n bepaalde maand ontvang het, moet nie later nie as 10 werksdae na die

A MAYOR'S REPORT

Credit control for various reasons remains a challenge for the municipality.

The monthly billing was also done as scheduled and during this process 20 591 accounts amounting to R35.1 million was printed and distributed to consumers. The prepaid electricity sales amounted to R7.3 million in comparison to sales of R9.9 million for the same month during the prior financial year.

The indigent cost to the municipality for the month amounts to R 2.402 million in comparison to the prior month figure of R2.369 millon

The accumulated debtor's collection target for the year is 94%, and the actual accumulated year to date debtor's collection is 77% in comparison to a rate of 88% for the same month in the previous year.

As an additional credit control mechanism the auxiliary of 30% was implemented from 20 December 2023. For November 2024 an amount of R335 977 was recovered on this basis.

The municipality issued orders to the value of R20.6 million of which R141 thousand was in terms of deviations.

The municipality currently has R147 million in its primary bank account and R45 million in investments. The bank balance at the end of the previous month was R93 million with R120 million in investments.

The calculated cost coverage ratio of the municipality as at the end of November 2024 is 2,3 months.

B RECOMMENDATION

It is recommended that council take cognisance of the monthly financial report and supporting documents of November 2024.

C EXECUTIVE SUMMARY

The following tables provides a summary of the financial information:

A BURGEMEESTERS VERSLAG

Kredietbeheer bly 'n uitdaging vir die munisipaliteit as gevolg van verskillende redes.

Die maandelikse rekeninge is ook gehef soos geskeduleer en tydens hierdie proses is 20 591 rekeninge ten bedrae van R35.1 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R7.3 miljoen en was R9.9 miljoen vir dieselfde maand gedurende die vorige finansiele jaar.

Die deernis subsidies vir die maand beloop R 2.402 miljoen in vergelyking met die vorige maand syfer van R2.369 miljoen.

Die opgehoopte debiteure verhaling se teiken vir die jaar is 94%, en die werklike jaar tot op datum invordering is 77% in vergelyking met 88% vir dieselfde maand in die vorige finansiele jaar.

As 'n addisionele kredietbeheer meganisme is 'n aftrekking van 30% op alle voorafbetaalde kragaankope ten opsigte van agterstallige skuld vanaf 20 Desember 2023 geimplementeer. Vir die maand van November 2024 is 'n bedrag van R335 977 op hierdie wyse ingevorder.

Bestellings ter waarde van R20.6 miljoen uitgereik, waarvan R141 duisend ten opsigte van afwykings is.

Die munisipaliteit het R147 miljoen in die primêre bankrekening met R45 miljoen in beleggings. Die bankbalans aan die einde van die vorige maand was R93 miljoen met R120 miljoen in beleggings.

Die berekende koste dekking verhouding van die munisipaliteit soos aan die einde van November 2024 is 2,3 maande.

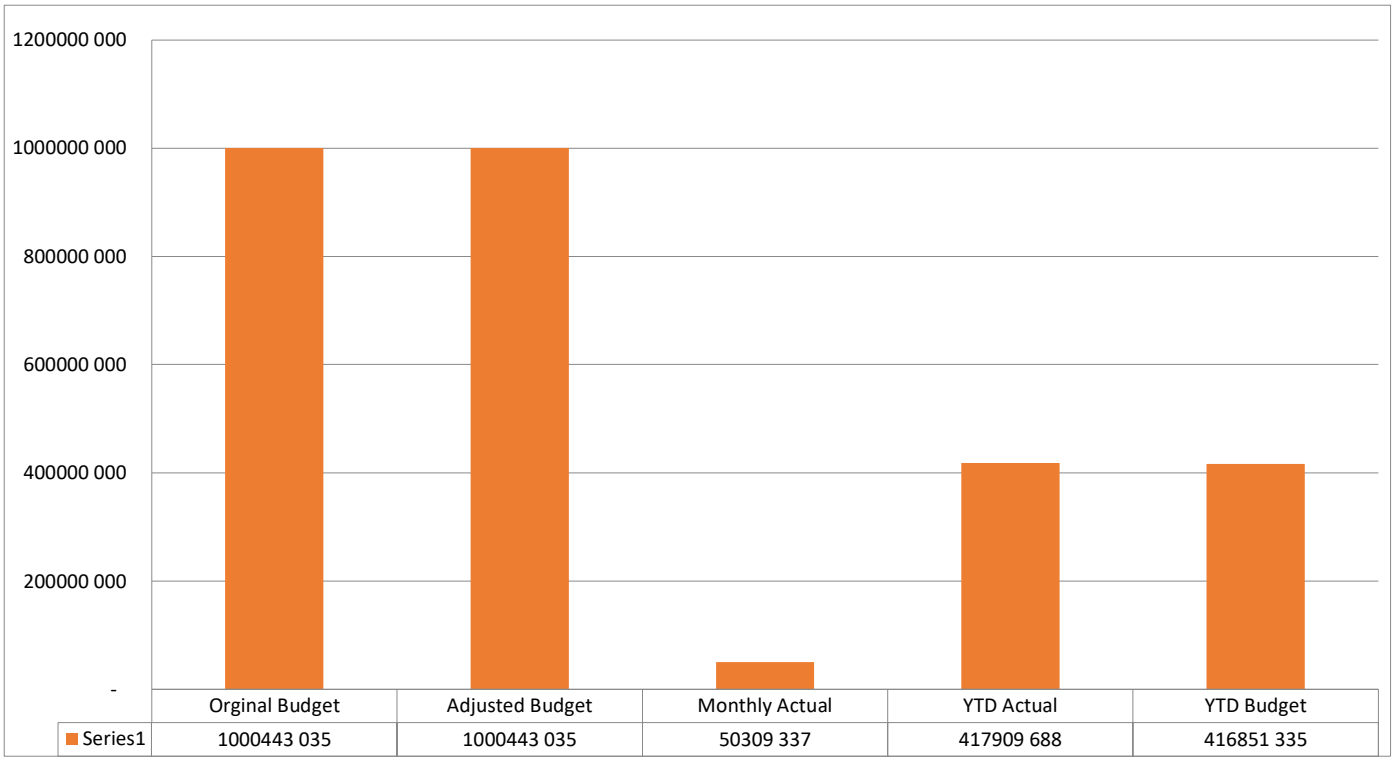
B AANBEVELING

Dit word aanbeveel dat die raad kennis neem van die finansiële maandverslag en ondersteunende dokumente vir November 2024.

C OPSOMMING

Die volgende tabelle voorsien n opsomming van die finansiele inligting:

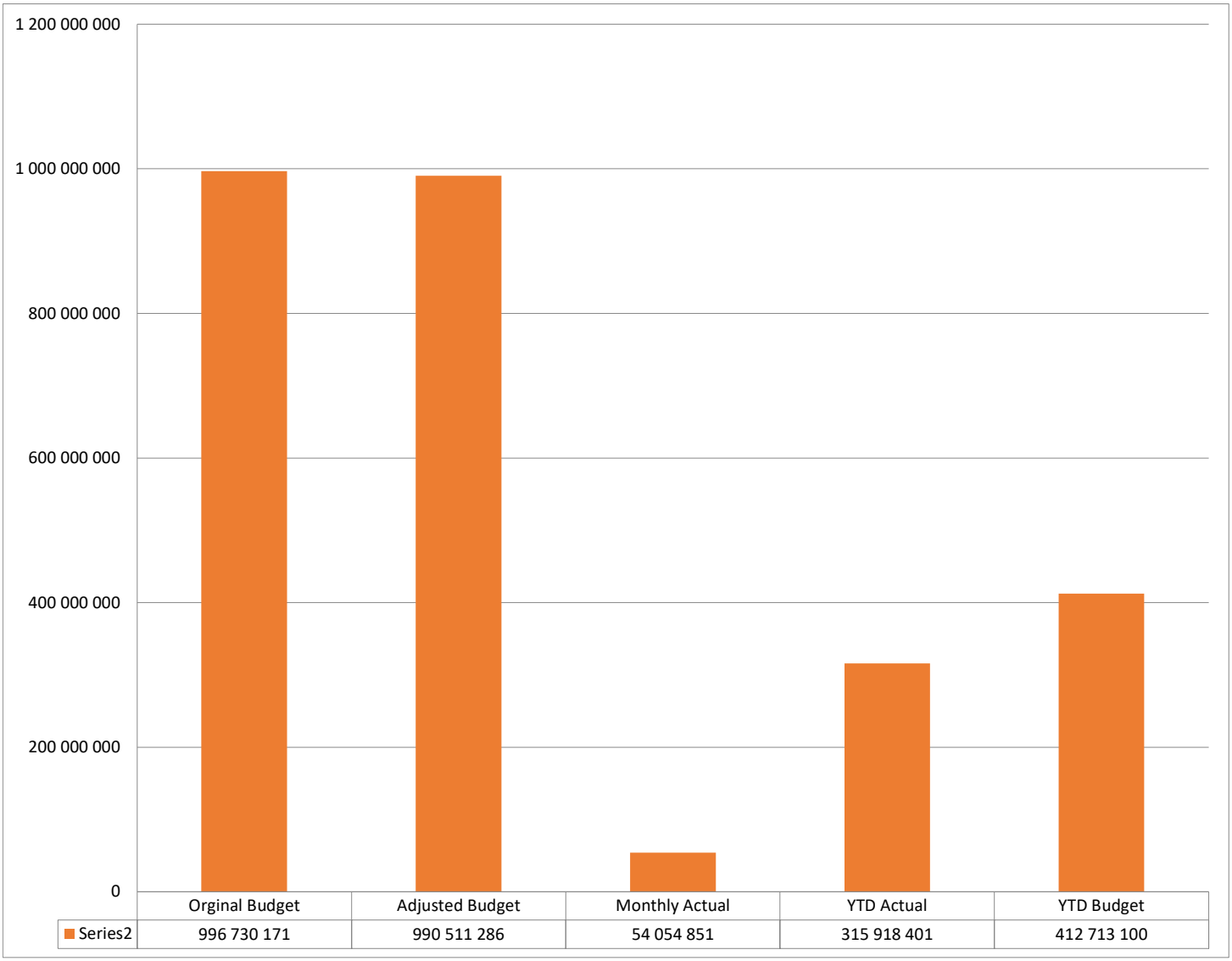
TOTAL OPERATIONAL REVENUE R'000



For the period 1 July 2024 to 30 November 2024, 41.77% of the budgeted operational revenue was raised.

Vir die periode 1 Julie 2024 tot 30 November 2024, is 41.77% van die begrote operasionele inkomste gehef.

TOTAL OPERATIONAL EXPENDITURE R'000



	Orginal Budget	Adjusted Budget	Monthly Actual	YTD Actual	YTD Budget
Series2	996 730 171	990 511 286	54 054 851	315 918 401	412 713 100

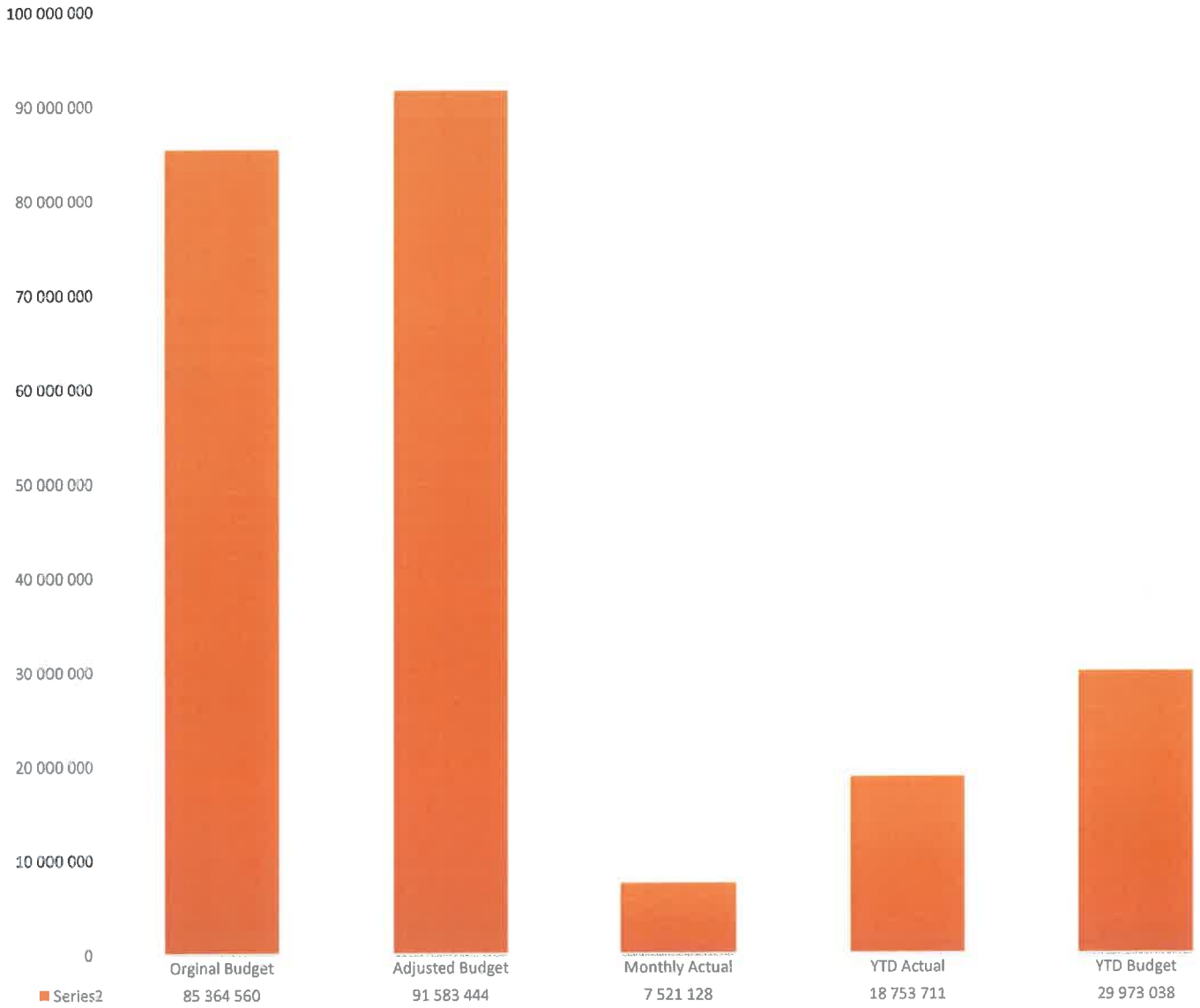
For the period 1 July 2024 to 30 November 2024, 31.89% of the budgeted operational expenditure was incurred.

Please refer to Supporting Table SC1 for explanations regarding expendiure variances.

Vir die periode 1 Julie 2024 tot 30 November 2024, is 31.89% van die begrote operasionele uitgawes aangegaan.

Verwys asb na "Supporting Table SC1" vir stawende redes met betrekking tot spandering afwykings.

CAPITAL EXPENDITURE R'000



For the period 1 July 2024 to 30 November, 20.48% of the budgeted capital expenditure was incurred.

Please refer to Supporting Table SC1 for explanations regarding expenditure variances.

Vir die periode 1 Julie 2024 tot 30 November 2024, is 20.48% van die begrote kapitale uitgawes aangegaan.

Verwys asb na "Supporting Table SC1" vir stawende redes met betrekking tot spandering afwykings.

COUNCILLOR TE ABRAHAMS
EXECUTIVE MAYOR

WC022 Witzenberg - Table C1 Monthly Budget Statement Summary - M05 November

Description	2023/24	Budget Year 2024/25							
R thousands	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Financial Performance									
Property rates	101,317	113,495	113,495	5,522	67,272	47,290	19,982	42%	113,495
Service charges	528,792	565,288	565,288	31,789	240,009	235,537	4,472	2%	565,288
Investment revenue	22,019	22,444	22,444	1,341	8,755	9,352	(597)	-6%	22,444
Transfers and subsidies - Operational	179,020	196,213	196,213	6,174	70,318	81,755	(11,437)	-14%	196,213
Other own revenue	93,594	67,446	67,446	5,483	31,556	28,103	3,453	12%	67,446
Total Revenue (excluding capital transfers and contributions)	**924,741**	**964,887**	**964,887**	**50,309**	**417,910**	**402,036**	**15,874**	**4%**	**964,887**
Employee costs	241,440	277,558	277,811	21,947	111,512	115,755	(4,243)	-4%	277,811
Remuneration of Councillors	11,447	12,311	12,311	1,401	5,185	5,130	55	1%	12,311
Depreciation and amortisation	34,241	54,219	54,219	–	21	22,591	(22,570)	-100%	54,219
Interest	6,094	10,233	10,233	–	–	4,264	(4,264)	-100%	10,233
Inventory consumed and bulk purchases	347,330	401,186	400,340	22,561	142,476	166,808	(24,332)	-15%	400,340
Transfers and subsidies	36,338	37,116	37,126	86	5,732	15,469	(9,737)	-63%	37,126
Other expenditure	189,643	204,107	198,472	8,060	50,993	82,697	(31,704)	-38%	198,472
Total Expenditure	**866,533**	**996,730**	**990,511**	**54,055**	**315,918**	**412,713**	**(96,795)**	**-23%**	**990,511**
Surplus/(Deficit)	**58,208**	**(31,844)**	**(25,625)**	**(3,746)**	**101,991**	**(10,677)**	**112,668**	**-1055%**	**(25,625)**
Transfers and subsidies - capital (monetary allocations)	36,536	35,557	35,557	–	–	14,815	(14,815)	-100%	35,557
Transfers and subsidies - capital (in-kind)	–	–	–	–	–	–	–		–
Surplus/(Deficit) after capital transfers & contributions	**94,744**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**	**97,853**	**2365%**	**9,932**
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–		–
Intercompany/Parent subsidiary transactions	–	–	–	–	–	–	–		–
Surplus/ (Deficit) for the year	**94,744**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**	**97,853**	**2365%**	**9,932**
Capital expenditure & funds sources									
Capital expenditure	**85,725**	**85,365**	**91,583**	**7,521**	**18,754**	**29,973**	**(11,219)**	**-37%**	**91,583**
Capital transfers recognised	37,926	39,880	39,880	2,201	7,204	13,047	(5,843)	-45%	39,880
Borrowing	1,460	25,000	25,000	25	555	6,250	(5,695)	-91%	25,000
Internally generated funds	43,815	20,485	26,703	5,295	10,995	10,676	319	3%	26,703
Total sources of capital funds	**83,202**	**85,365**	**91,583**	**7,521**	**18,754**	**29,973**	**(11,219)**	**-37%**	**91,583**
Financial position									
Total current assets	386,101	362,903	357,332		407,093				357,332
Total non current assets	1,100,577	1,138,148	1,144,367		1,109,779				1,144,367
Total current liabilities	137,064	186,734	181,134		180,944				181,134
Total non current liabilities	129,006	181,358	181,368		130,609				181,368
Community wealth/Equity	**1,221,285**	**1,132,959**	**1,132,959**		**1,209,065**				**1,132,959**
Cash flows									
Net cash from (used) operating	36,411	74,112	74,112	(16,270)	21,496	8,614	(12,883)	-150%	935,249
Net cash from (used) investing	(76,243)	(85,365)	(91,583)	(8,562)	(21,436)	29,973	51,409	172%	91,583
Net cash from (used) financing	275	25,000	25,000	15	194	6,250	6,056	97%	25,000
Cash/cash equivalents at the month/year end	**187,245**	**231,342**	**225,123**	**–**	**187,490**	**262,431**	**74,941**	**29%**	**1,239,068**

Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	41,724	7,500	13,656	44,444	5,299	5,465	28,769	229,120	375,977
Creditors Age Analysis									
Total Creditors	10,967	1,371	27,123	4,705	2,850	79	–	–	47,093

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
Revenue - Functional										
Governance and administration		**150,655**	**153,789**	**153,789**	**7,865**	**81,103**	**64,079**	17,024	27%	**153,789**
Executive and council		28	31	31	3	14	13	1	5%	31
Finance and administration		150,628	153,758	153,758	7,862	81,090	64,066	17,024	27%	153,758
Internal audit		–	–	–	–	–	–	–		–
Community and public safety		**221,762**	**218,327**	**218,327**	**8,397**	**82,616**	**90,970**	(8,354)	-9%	**218,327**
Community and social services		149,009	158,917	158,917	1,878	66,221	66,215	6	0%	158,917
Sport and recreation		9,728	7,820	7,820	542	2,649	3,259	(610)	-19%	7,820
Public safety		24,388	16,654	16,654	970	8,647	6,939	1,708	25%	16,654
Housing		38,637	34,936	34,936	5,007	5,099	14,557	(9,458)	-65%	34,936
Health		–	–	–	–	–	–	–		–
Economic and environmental services		**21,432**	**4,338**	**4,338**	**258**	**996**	**1,808**	(812)	-45%	**4,338**
Planning and development		4,663	3,016	3,016	258	969	1,257	(288)	-23%	3,016
Road transport		15,837	1,311	1,311	–	27	546	(519)	-95%	1,311
Environmental protection		932	11	11	–	–	5	(5)	-100%	11
Trading services		**567,329**	**623,849**	**623,849**	**33,785**	**253,094**	**259,937**	(6,843)	-3%	**623,849**
Energy sources		373,511	430,868	430,868	22,396	156,916	179,528	(22,612)	-13%	430,868
Water management		66,833	95,225	95,225	4,452	26,203	39,677	(13,474)	-34%	95,225
Waste water management		83,087	56,602	56,602	3,449	52,670	23,584	29,086	123%	56,602
Waste management		43,898	41,154	41,154	3,489	17,305	17,147	158	1%	41,154
Other	4	**100**	**139**	**139**	**4**	**100**	**58**	**42**	**73%**	**139**
Total Revenue - Functional	2	**961,278**	**1,000,443**	**1,000,443**	**50,309**	**417,910**	**416,851**	**1,058**	**0%**	**1,000,443**
Expenditure - Functional										
Governance and administration		**116,133**	**161,917**	**162,514**	**11,935**	**59,670**	**67,714**	(8,044)	-12%	**162,514**
Executive and council		29,071	32,064	32,401	2,663	11,930	13,500	(1,570)	-12%	32,401
Finance and administration		83,060	124,776	125,036	9,002	46,235	52,098	(5,863)	-11%	125,036
Internal audit		4,002	5,078	5,078	271	1,505	2,116	(611)	-29%	5,078
Community and public safety		**151,016**	**176,506**	**175,189**	**9,521**	**50,305**	**72,996**	(22,691)	-31%	**175,189**
Community and social services		31,449	36,104	35,716	2,533	12,505	14,882	(2,376)	-16%	35,716
Sport and recreation		38,015	42,561	42,494	3,067	13,220	17,706	(4,486)	-25%	42,494
Public safety		42,724	56,942	56,051	3,445	17,287	23,354	(6,067)	-26%	56,051
Housing		38,829	40,899	40,929	477	7,293	17,054	(9,761)	-57%	40,929
Health		–	–	–	–	–	–	–		–
Economic and environmental services		**39,351**	**51,243**	**47,296**	**2,821**	**12,418**	**19,707**	(7,289)	-37%	**47,296**
Planning and development		13,433	16,351	16,447	1,339	5,994	6,853	(859)	-13%	16,447
Road transport		23,305	29,657	25,587	1,283	5,586	10,661	(5,076)	-48%	25,587
Environmental protection		2,613	5,235	5,261	199	839	2,192	(1,354)	-62%	5,261
Trading services		**558,931**	**606,005**	**604,473**	**29,778**	**193,275**	**251,864**	(58,588)	-23%	**604,473**
Energy sources		368,738	428,398	428,391	22,640	149,860	178,496	(28,636)	-16%	428,391
Water management		68,556	55,909	55,460	2,282	14,999	23,108	(8,109)	-35%	55,460
Waste water management		59,365	45,046	44,333	1,759	10,562	18,472	(7,910)	-43%	44,333
Waste management		62,272	76,652	76,289	3,097	17,854	31,787	(13,933)	-44%	76,289
Other		**1,102**	**1,059**	**1,039**	**–**	**250**	**433**	**(183)**	**-42%**	**1,039**
Total Expenditure - Functional	3	**866,533**	**996,730**	**990,511**	**54,055**	**315,918**	**412,713**	**(96,795)**	**-23%**	**990,511**
Surplus/ (Deficit) for the year		**94,744**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**	**97,853**	**2365%**	**9,932**

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
Revenue - Functional	1								%	
Municipal governance and administration		**150,655**	**153,789**	**153,789**	**7,865**	**81,103**	**64,079**	17,024	27%	**153,789**
Executive and council		28	31	31	3	14	13	1	0	31
Mayor and Council		28	31	31	3	14	13	1	0	31
Finance and administration		150,628	153,758	153,758	7,862	81,090	64,066	17,024	0	153,758
Administrative and Corporate Support		0	11	11	–	0	5	(5)	(0)	11
Finance		150,152	152,985	152,985	7,849	80,948	63,744	17,204	0	152,985
Human Resources		418	671	671	–	98	280	(182)	(0)	671
Marketing, Customer Relations, Publicity and Media		–	5	5	–	–	2	(2)	(0)	5
Supply Chain Management		57	86	86	13	44	36	9	0	86
Community and public safety		**221,762**	**218,327**	**218,327**	**8,397**	**82,616**	**90,970**	**(8,354)**	**(0)**	**218,327**
Community and social services		**149,009**	**158,917**	**158,917**	**1,878**	**66,221**	**66,215**	**6**	**0**	**158,917**
Aged Care		139,162	147,397	147,397	141	61,845	61,415	430	0	147,397
Cemeteries, Funeral Parlours and Crematoriums		142	266	266	32	96	111	(15)	(0)	266
Community Halls and Facilities		314	543	543	32	113	226	(113)	(0)	543
Libraries and Archives		9,390	10,710	10,710	1,674	4,166	4,463	(296)	(0)	10,710
Sport and recreation		**9,728**	**7,820**	**7,820**	**542**	**2,649**	**3,259**	**(610)**	**(0)**	**7,820**
Recreational Facilities		6,539	7,682	7,682	539	2,594	3,201	(607)	(0)	7,682
Sports Grounds and Stadiums		3,189	139	139	3	55	58	(3)	(0)	139
Public safety		**24,388**	**16,654**	**16,654**	**970**	**8,647**	**6,939**	**1,708**	**0**	**16,654**
Civil Defence		151	–	–	–	–	–	–		–
Fire Fighting and Protection		2,215	8	8	4	9	3	6	0	8
Police Forces, Traffic and Street Parking Control		22,023	16,646	16,646	966	8,638	6,936	1,702	0	16,646
Housing		**38,637**	**34,936**	**34,936**	**5,007**	**5,099**	**14,557**	**(9,458)**	**(0)**	**34,936**
Housing		38,637	34,936	34,936	5,007	5,099	14,557	(9,458)	(0)	34,936
Economic and environmental services		**21,432**	**4,338**	**4,338**	**258**	**996**	**1,808**	**(812)**	**(0)**	**4,338**
Planning and development		**4,663**	**3,016**	**3,016**	**258**	**969**	**1,257**	**(288)**	**(0)**	**3,016**
Economic Development/Planning		1,883	105	105	–	–	44	(44)	(0)	105
Town Planning, Building Regulations and		1,783	1,911	1,911	258	969	796	172	0	1,911
Project Management Unit		997	1,000	1,000	–	–	417	(417)	(0)	1,000
Road transport		**15,837**	**1,311**	**1,311**	**–**	**27**	**546**	**(519)**	**(0)**	**1,311**
Roads		15,837	1,311	1,311	–	27	546	(519)	(0)	1,311
Environmental protection		**932**	**11**	**11**	**–**	**–**	**5**	**(5)**	**(0)**	**11**
Biodiversity and Landscape		932	11	11	–	–	5	(5)	(0)	11
Trading services		**567,329**	**623,849**	**623,849**	**33,785**	**253,094**	**259,937**	**(6,843)**	**(0)**	**623,849**
Energy sources		**373,511**	**430,868**	**430,868**	**22,396**	**156,916**	**179,528**	**(22,612)**	**(0)**	**430,868**
Electricity		373,511	430,868	430,868	22,396	156,916	179,528	(22,612)	(0)	430,868
Water management		**66,833**	**95,225**	**95,225**	**4,452**	**26,203**	**39,677**	**(13,474)**	**(0)**	**95,225**
Water Distribution		62,297	82,182	82,182	4,452	26,203	34,242	(8,039)	(0)	82,182
Water Storage		4,536	13,043	13,043	–	–	5,435	(5,435)	(0)	13,043
Waste water management		**83,087**	**56,602**	**56,602**	**3,449**	**52,670**	**23,584**	**29,086**	**0**	**56,602**
Sewerage		83,087	56,602	56,602	3,449	52,670	23,584	29,086	0	56,602
Waste management		**43,898**	**41,154**	**41,154**	**3,489**	**17,305**	**17,147**	**158**	**0**	**41,154**
Solid Waste Removal		43,898	41,154	41,154	3,489	17,305	17,147	158	0	41,154

Description R thousands	Ref	2023/24 Audited Outcome	Budget Year 2024/25 Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
Other		**100**	**139**	**139**	**4**	**100**	**58**	**42**	**0**	**139**
Licensing and Regulation		100	139	139	4	100	58	42	0	139
Total Revenue - Functional	2	**961,278**	**1,000,443**	**1,000,443**	**50,309**	**417,910**	**416,851**	**1,058**	**0**	**1,000,443**
Expenditure - Functional										
Municipal governance and administration		**116,133**	**161,917**	**162,514**	**11,935**	**59,670**	**67,714**	**(8,044)**	**(0)**	**162,514**
Executive and council		29,071	32,064	32,401	2,663	11,930	13,500	(1,570)	(0)	32,401
Mayor and Council		18,064	19,101	19,038	1,691	6,729	7,933	(1,203)	(0)	19,038
Municipal Manager, Town Secretary and Chief		11,007	12,962	13,362	972	5,201	5,568	(367)	(0)	13,362
Finance and administration		83,060	124,776	125,036	9,002	46,235	52,098	(5,863)	(0)	125,036
Administrative and Corporate Support		13,420	15,255	15,256	1,089	4,902	6,357	(1,454)	(0)	15,256
Asset Management		223	271	273	33	139	114	26	0	273
Finance		21,892	46,823	46,888	3,664	17,046	19,537	(2,490)	(0)	46,888
Fleet Management		4,351	4,221	4,221	348	1,631	1,759	(128)	(0)	4,221
Human Resources		21,175	30,941	31,258	2,047	13,398	13,024	374	0	31,258
Information Technology		4,553	5,493	5,483	387	2,244	2,285	(41)	(0)	5,483
Legal Services		2,311	3,254	3,254	153	776	1,356	(580)	(0)	3,254
Marketing, Customer Relations, Publicity and Media		4,125	4,980	4,965	369	1,913	2,069	(156)	(0)	4,965
Property Services		1,766	1,506	1,506	54	225	628	(402)	(0)	1,506
Supply Chain Management		8,444	10,268	10,268	804	3,740	4,278	(538)	(0)	10,268
Valuation Service		798	1,763	1,663	55	219	693	(474)	(0)	1,663
Internal audit		4,002	5,078	5,078	271	1,505	2,116	(611)	(0)	5,078
Governance Function		4,002	5,078	5,078	271	1,505	2,116	(611)	(0)	5,078
Community and public safety		**151,016**	**176,506**	**175,189**	**9,521**	**50,305**	**72,996**	**(22,691)**	**(0)**	**175,189**
Community and social services		**31,449**	**36,104**	**35,716**	**2,533**	**12,505**	**14,882**	**(2,376)**	**(0)**	**35,716**
Aged Care		8,100	7,179	6,794	436	2,616	2,831	(215)	(0)	6,794
Cemeteries, Funeral Parlours and Crematoriums		3,773	4,783	4,781	391	1,794	1,992	(198)	(0)	4,781
Child Care Facilities		89	99	99	–	15	41	(26)	(0)	99
Community Halls and Facilities		7,650	9,675	9,675	745	3,214	4,031	(817)	(0)	9,675
Disaster Management		13	76	76	–	2	32	(29)	(0)	76
Education		–	2	2	–	–	1	(1)	(0)	2
Libraries and Archives		11,823	14,289	14,289	959	4,864	5,954	(1,090)	(0)	14,289
Sport and recreation		**38,015**	**42,561**	**42,494**	**3,067**	**13,220**	**17,706**	**(4,486)**	**(0)**	**42,494**
Community Parks (including Nurseries)		11,558	14,625	14,625	1,026	4,486	6,094	(1,608)	(0)	14,625
Recreational Facilities		17,568	18,350	18,285	1,538	6,291	7,619	(1,327)	(0)	18,285
Sports Grounds and Stadiums		8,888	9,585	9,584	503	2,442	3,993	(1,551)	(0)	9,584
Public safety		**42,724**	**56,942**	**56,051**	**3,445**	**17,287**	**23,354**	**(6,067)**	**(0)**	**56,051**
Fire Fighting and Protection		10,643	12,931	12,941	834	4,292	5,392	(1,100)	(0)	12,941
Police Forces, Traffic and Street Parking Control		32,081	44,011	43,110	2,611	12,996	17,962	(4,967)	(0)	43,110
Housing		**38,829**	**40,899**	**40,929**	**477**	**7,293**	**17,054**	**(9,761)**	**(0)**	**40,929**
Housing		38,811	40,844	40,874	474	7,278	17,031	(9,752)	(0)	40,874
Informal Settlements		18	55	55	3	14	23	(9)	(0)	55
Economic and environmental services		**39,351**	**51,243**	**47,296**	**2,821**	**12,418**	**19,707**	**(7,289)**	**(0)**	**47,296**
Planning and development		**13,433**	**16,351**	**16,447**	**1,339**	**5,994**	**6,853**	**(859)**	**(0)**	**16,447**
Corporate Wide Strategic Planning (IDPs, LEDs)		2,847	3,639	3,649	232	1,128	1,520	(393)	(0)	3,649

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
Economic Development/Planning		1,922	2,624	2,717	195	818	1,132	(314)	(0)	2,717
Town Planning, Building Regulations and		5,768	6,699	6,693	661	2,798	2,789	9	0	6,693
Project Management Unit		2,896	3,389	3,389	251	1,250	1,412	(162)	(0)	3,389
Road transport		**23,305**	**29,657**	**25,587**	**1,283**	**5,586**	**10,661**	**(5,076)**	**(0)**	**25,587**
Roads		23,305	29,657	25,587	1,283	5,586	10,661	(5,076)	(0)	25,587
Environmental protection		**2,613**	**5,235**	**5,261**	**199**	**839**	**2,192**	**(1,354)**	**(0)**	**5,261**
Biodiversity and Landscape		2,598	5,036	5,062	199	839	2,109	(1,271)	(0)	5,062
Pollution Control		15	199	199	–	–	83	(83)	(0)	199
Trading services		**558,931**	**606,005**	**604,473**	**29,778**	**193,275**	**251,864**	**(58,588)**	**(0)**	**604,473**
Energy sources		**368,738**	**428,398**	**428,391**	**22,640**	**149,860**	**178,496**	**(28,636)**	**(0)**	**428,391**
Electricity		364,073	423,090	423,290	22,458	149,378	176,371	(26,992)	(0)	423,290
Street Lighting and Signal Systems		4,665	5,308	5,101	182	482	2,126	(1,644)	(0)	5,101
Water management		**68,556**	**55,909**	**55,460**	**2,282**	**14,999**	**23,108**	**(8,109)**	**(0)**	**55,460**
Water Treatment		224	251	251	15	84	104	(21)	(0)	251
Water Distribution		65,432	51,504	50,724	1,882	12,667	21,135	(8,467)	(0)	50,724
Water Storage		2,901	4,155	4,485	386	2,248	1,869	379	0	4,485
Waste water management		**59,365**	**45,046**	**44,333**	**1,759**	**10,562**	**18,472**	**(7,910)**	**(0)**	**44,333**
Public Toilets		1,621	1,842	1,842	151	716	768	(52)	(0)	1,842
Sewerage		51,283	34,367	33,649	1,215	7,844	14,021	(6,176)	(0)	33,649
Storm Water Management		6,457	8,822	8,826	392	2,001	3,678	(1,676)	(0)	8,826
Waste Water Treatment		3	15	15	0	1	6	(6)	(0)	15
Waste management		**62,272**	**76,652**	**76,289**	**3,097**	**17,854**	**31,787**	**(13,933)**	**(0)**	**76,289**
Solid Waste Disposal (Landfill Sites)		7,872	32,050	31,776	505	1,603	13,240	(11,637)	(0)	31,776
Solid Waste Removal		54,372	44,521	44,432	2,586	16,236	18,513	(2,277)	(0)	44,432
Street Cleaning		28	82	82	6	16	34	(18)	(0)	82
Other		**1,102**	**1,059**	**1,039**	**–**	**250**	**433**	**(183)**	**(0)**	**1,039**
Licensing and Regulation		4	58	38	–	–	16	(16)	(0)	38
Tourism		1,098	1,000	1,000	–	250	417	(167)	(0)	1,000
Total Expenditure - Functional	3	**866,533**	**996,730**	**990,511**	**54,055**	**315,918**	**412,713**	**(96,795)**	**(0)**	**990,511**
Surplus/ (Deficit) for the year		**94,744**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**	**97,853**	**0**	**9,932**

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M05 November

Vote Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - Financial Services		147,595	149,934	149,934	7,614	79,796	62,473	17,323	27.7%	149,934
Vote 2 - Community Services		202,772	201,946	201,946	7,451	74,153	84,144	(9,991)	-11.9%	201,946
Vote 3 - Corporate Services		22,619	17,495	17,495	969	8,749	7,290	1,460	20.0%	17,495
Vote 4 - Technical Services		586,545	629,366	629,366	34,219	254,917	262,236	(7,319)	-2.8%	629,366
Vote 5 - Municipal Manager		1,746	1,702	1,702	57	295	709	(415)	-58.5%	1,702
Total Revenue by Vote	2	**961,278**	**1,000,443**	**1,000,443**	**50,309**	**417,910**	**416,851**	**1,058**	**0.3%**	**1,000,443**
Expenditure by Vote	1									
Vote 1 - Financial Services		31,157	61,135	61,102	4,537	21,044	25,459	(4,415)	-17.3%	61,102
Vote 2 - Community Services		124,415	141,841	141,527	7,349	39,147	58,970	(19,822)	-33.6%	141,527
Vote 3 - Corporate Services		97,570	124,911	124,241	8,451	43,727	51,767	(8,040)	-15.5%	124,241
Vote 4 - Technical Services		596,308	649,300	643,691	32,377	205,291	268,205	(62,914)	-23.5%	643,691
Vote 5 - Municipal Manager		15,442	19,542	19,950	1,341	6,709	8,313	(1,603)	-19.3%	19,950
Total Expenditure by Vote	2	**864,892**	**996,730**	**990,511**	**54,055**	**315,918**	**412,713**	**(96,795)**	**-23.5%**	**990,511**
Surplus/ (Deficit) for the year	2	**96,386**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**	**97,853**	**2364.6%**	**9,932**

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M05 November

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousand		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - Financial Services		**147,595**	**149,934**	**149,934**	**7,614**	**79,796**	**62,473**	17,323	28%	**149,934**
1.2 - Income		101,042	114,101	114,101	5,538	67,166	47,542	19,623	41%	114,101
1.3 - Financial Administrastion		46,497	35,464	35,464	2,065	12,588	14,777	(2,188)	-15%	35,464
1.4 - Credit Control		(1)	284	284	(2)	(2)	118	(121)	-102%	284
1.5 - Supply Chain & Expenditure		57	86	86	13	44	36	9	24%	86
Vote 2 - Community Services		**202,772**	**201,946**	**201,946**	**7,451**	**74,153**	**84,144**	(9,991)	-12%	**201,946**
2.2 - Cemetries		142	266	266	32	96	111	(15)	-13%	266
2.3 - Housing		38,863	35,029	35,029	5,022	5,175	14,595	(9,421)	-65%	35,029
2.4 - Libraries		9,487	10,947	10,947	1,684	4,176	4,561	(385)	-8%	10,947
2.5 - Resorts & Swimmng Pools		6,539	7,682	7,682	539	2,594	3,201	(607)	-19%	7,682
2.6 - Social Services		139,162	147,397	147,397	141	61,845	61,415	430	1%	147,397
2.7 - Fire Services & Disaster Management		2,215	8	8	4	9	3	6	186%	8
2.8 - Environment & Licencing		1,032	150	150	4	100	63	38	60%	150
2.9 - Community Halls and Amenities		3,449	362	362	25	157	151	7	5%	362
2.10 - Local Economic Development		1,883	105	105	–	–	44	(44)	-100%	105
Vote 3 - Corporate Services		**22,619**	**17,495**	**17,495**	**969**	**8,749**	**7,290**	1,460	20%	**17,495**
3.2 - Human Resources		418	671	671	–	98	280	(182)	-65%	671
3.3 - Administration		0	11	11	–	0	5	(5)	-99%	11
3.5 - Marketing & Communication		–	5	5	–	–	2	(2)	-100%	5
3.6 - Thusong Centre		–	130	130	–	–	54	(54)	-100%	130
3.7 - Traffic and Protection Services		22,174	16,646	16,646	966	8,638	6,936	1,702	25%	16,646
3.9 - Council Cost		28	31	31	3	14	13	1	5%	31
Vote 4 - Technical Services		**586,545**	**629,366**	**629,366**	**34,219**	**254,917**	**262,236**	(7,319)	-3%	**629,366**
4.2 - Electro Technical Services		375,252	433,104	433,104	22,580	157,784	180,460	(22,676)	-13%	433,104
4.3 - Water Storage & Distribution		66,833	95,225	95,225	4,452	26,203	39,677	(13,474)	-34%	95,225
4.4 - Waste Water Management		83,087	56,985	56,985	3,449	52,670	23,744	28,926	122%	56,985
4.5 - Waste Management		43,854	41,081	41,081	3,489	17,306	17,117	189	1%	41,081
4.6 - Roads		15,837	1,311	1,311	–	27	546	(519)	-95%	1,311
4.8 - Town Planning & Building Control		1,682	1,660	1,660	250	927	691	235	34%	1,660
Vote 5 - Municipal Manager		**1,746**	**1,702**	**1,702**	**57**	**295**	**709**	(415)	-58%	**1,702**
5.2 - Performance & Project Management		997	1,000	1,000	–	–	417	(417)	-100%	1,000
5.3 - Property & Legal Services		749	702	702	57	295	293	2	1%	702
Total Revenue by Vote	2	**961,278**	**1,000,443**	**1,000,443**	**50,309**	**417,910**	**416,851**	1,058	0%	**1,000,443**
								–		
Expenditure by Vote	1							–		
Vote 1 - Financial Services		**31,157**	**61,135**	**61,102**	**4,537**	**21,044**	**25,459**	(4,415)	-17%	**61,102**
1.1 - Direcrtor: Finance		2,296	2,033	2,033	196	964	847	117	14%	2,033
1.2 - Income		(3,796)	18,980	18,940	540	2,485	7,892	(5,407)	-69%	18,940
1.3 - Financial Administrastion		13,227	17,127	17,134	1,863	9,192	7,139	2,053	29%	17,134
1.4 - Credit Control		10,841	12,593	12,593	1,102	4,542	5,247	(705)	-13%	12,593
1.5 - Supply Chain & Expenditure		8,589	10,401	10,401	835	3,861	4,334	(473)	-11%	10,401
Vote 2 - Community Services		**124,415**	**141,841**	**141,527**	**7,349**	**39,147**	**58,970**	(19,822)	-34%	**141,527**
2.1 - Director: Community Services		551	1,564	1,566	46	228	652	(425)	-65%	1,566
2.2 - Cemetries		3,771	4,775	4,773	391	1,800	1,989	(188)	-9%	4,773
2.3 - Housing		39,236	40,899	40,929	477	7,293	17,054	(9,761)	-57%	40,929
2.4 - Libraries		14,594	17,487	17,487	1,219	5,615	7,286	(1,671)	-23%	17,487
2.5 - Resorts & Swimmng Pools		14,771	15,153	15,087	1,278	5,540	6,286	(747)	-12%	15,087
2.6 - Social Services		8,045	6,999	6,622	436	2,632	2,759	(127)	-5%	6,622
2.7 - Fire Services & Disaster Management		10,656	13,007	13,017	834	4,294	5,424	(1,130)	-21%	13,017
2.8 - Environment & Licencing		2,566	5,210	5,216	199	831	2,173	(1,343)	-62%	5,216
2.9 - Community Halls and Amenities		28,158	33,843	33,841	2,274	10,098	14,101	(4,003)	-28%	33,841
2.10 - Local Economic Development		2,066	2,906	2,989	195	816	1,245	(429)	-34%	2,989
Vote 3 - Corporate Services		**97,570**	**124,911**	**124,241**	**8,451**	**43,727**	**51,767**	(8,040)	-16%	**124,241**
3.1 - Director: Corporate Services		2,314	2,568	2,568	195	977	1,070	(93)	-9%	2,568
3.2 - Human Resources		21,256	30,941	31,258	2,054	13,437	13,024	412	3%	31,258
3.3 - Administration		13,465	15,891	15,892	1,091	4,910	6,622	(1,711)	-26%	15,892
3.4 - Information Technology		4,553	5,473	5,463	387	2,244	2,276	(32)	-1%	5,463
3.5 - Marketing & Communication		4,125	5,000	4,985	369	1,913	2,077	(164)	-8%	4,985
3.6 - Thusong Centre		616	926	926	54	271	386	(115)	-30%	926
3.7 - Traffic and Protection Services		32,081	44,011	43,110	2,611	12,996	17,962	(4,967)	-28%	43,110
3.8 - Tourism		1,098	1,000	1,000	–	250	417	(167)	-40%	1,000
3.9 - Council Cost		18,064	19,101	19,038	1,691	6,729	7,933	(1,203)	-15%	19,038
Vote 4 - Technical Services		**596,308**	**649,300**	**643,691**	**32,377**	**205,291**	**268,205**	(62,914)	-23%	**643,691**
4.1 - Director: Technical Services		2,502	2,772	2,772	104	1,000	1,155	(155)	-13%	2,772
4.2 - Electro Technical Services		363,641	423,621	423,615	22,096	147,477	176,506	(29,029)	-16%	423,615
4.3 - Water Storage & Distribution		68,556	56,326	55,877	2,282	14,999	23,282	(8,283)	-36%	55,877
4.4 - Waste Water Management		55,903	38,686	37,969	1,759	10,225	15,820	(5,595)	-35%	37,969
4.5 - Waste Management		62,272	76,652	76,289	3,097	17,854	31,787	(13,933)	-44%	76,289
4.6 - Roads		23,305	29,657	25,587	1,283	5,586	10,661	(5,076)	-48%	25,587
4.7 - Storm Water Management		8,388	8,822	8,826	596	3,005	3,678	(673)	-18%	8,826
4.8 - Town Planning & Building Control		5,768	6,699	6,693	661	2,798	2,789	9	0%	6,693
4.9 - Public Toilets		1,621	1,842	1,842	151	716	768	(52)	-7%	1,842
4.10 - Mechanical Workshop		4,351	4,221	4,221	348	1,631	1,759	(128)	-7%	4,221
Vote 5 - Municipal Manager		**15,442**	**19,542**	**19,950**	**1,341**	**6,709**	**8,313**	(1,603)	-19%	**19,950**
5.1 - Municipal Manager		3,385	4,058	4,456	435	2,047	1,857	191	10%	4,456
5.2 - Performance & Project Management		2,896	3,389	3,389	251	1,250	1,412	(162)	-11%	3,389
5.3 - Property & Legal Services		2,311	3,379	3,379	153	780	1,408	(628)	-45%	3,379
5.4 - Internal Audit		4,002	5,078	5,078	271	1,505	2,116	(611)	-29%	5,078
5.5 - IDP		2,847	3,639	3,649	232	1,128	1,520	(393)	-26%	3,649
Total Expenditure by Vote	2	**864,892**	**996,730**	**990,511**	**54,055**	**315,918**	**412,713**	**(96,795)**	**(0)**	**990,511**

Vote Description R thousand	Ref	2023/24 Audited Outcome	Budget Year 2024/25 Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
								–		
Surplus/ (Deficit) for the year	2	96,386	3,713	9,932	(3,746)	101,991	4,138	97,853	0	9,932

WC022 Witzenberg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M05 November

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
Revenue										
Exchange Revenue		606,675	629,318	629,318	36,823	269,189	262,216	6,972	3%	629,318
Service charges - Electricity		371,022	431,223	431,223	22,493	156,651	179,676	(23,025)	-13%	431,223
Service charges - Water		48,337	49,359	49,359	3,777	21,208	20,566	642	3%	49,359
Service charges - Waste Water Management		75,250	50,932	50,932	2,623	47,423	21,222	26,201	123%	50,932
Service charges - Waste management		34,183	33,774	33,774	2,896	14,726	14,072	654	5%	33,774
Sale of Goods and Rendering of Services		14,484	5,536	5,536	700	2,965	2,307	658	29%	5,536
Agency services		4,739	4,684	4,684	344	1,992	1,952	40	2%	4,684
Interest		–	11	11	–	–	5	(5)	-100%	11
Interest earned from Receivables		28,557	23,549	23,549	2,218	12,978	9,812	3,166	32%	23,549
Interest earned from Current and Non Current Assets		22,019	22,444	22,444	1,341	8,755	9,352	(597)	-6%	22,444
Rent on Land		–	27	27	–	–	11	(11)	-100%	27
Rental from Fixed Assets		5,038	6,015	6,015	379	2,099	2,506	(407)	-16%	6,015
Operational Revenue		3,046	1,764	1,764	51	391	735	(344)	-47%	1,764
Non-Exchange Revenue		318,067	335,568	335,568	13,486	148,721	139,820	8,901	6%	335,568
Property rates		101,317	113,495	113,495	5,522	67,272	47,290	19,982	42%	113,495
Surcharges and Taxes		9,122	5,501	5,501	932	1,453	2,292	(839)	-37%	5,501
Fines, penalties and forfeits		20,634	11,254	11,254	534	6,271	4,689	1,582	34%	11,254
Licence and permits		1,183	2,444	2,444	74	439	1,018	(579)	-57%	2,444
Transfer and subsidies - Operational		179,020	196,213	196,213	6,174	70,318	81,755	(11,437)	-14%	196,213
Interest		4,091	3,566	3,566	399	2,025	1,486	539	36%	3,566
Operational Revenue		2,991	3,095	3,095	(149)	943	1,290	(347)	-27%	3,095
Gains on disposal of Assets		(291)	–	–	–	–	–	–		–
Total Revenue (excluding capital transfers and contributions)		**924,741**	**964,887**	**964,887**	**50,309**	**417,910**	**402,036**	**15,874**	**4%**	**964,887**
Expenditure By Type										
Employee related costs		241,440	277,558	277,811	21,947	111,512	115,755	(4,243)	-4%	277,811
Remuneration of councillors		11,447	12,311	12,311	1,401	5,185	5,130	55	1%	12,311
Bulk purchases - electricity		324,086	375,258	375,258	20,635	133,798	156,357	(22,560)	-14%	375,258
Inventory consumed		23,245	25,929	25,082	1,926	8,678	10,451	(1,772)	-17%	25,082
Debt impairment		(75,887)	62,758	62,758	–	14,553	26,149	(11,596)	-44%	62,758
Depreciation and amortisation		34,241	54,219	54,219	–	21	22,591	(22,570)	-100%	54,219
Interest		6,094	10,233	10,233	–	–	4,264	(4,264)	-100%	10,233
Contracted services		55,684	75,234	70,006	3,156	13,877	29,169	(15,292)	-52%	70,006
Transfers and subsidies		36,338	37,116	37,126	86	5,732	15,469	(9,737)	-63%	37,126
Irrecoverable debts written off		159,168	2,131	2,131	12	31	888	(857)	-97%	2,131
Operational costs		49,986	60,487	60,081	4,892	22,532	25,034	(2,502)	-10%	60,081
Losses on Disposal of Assets		688	–	–	–	–	–	–		–
Other Losses		4	3,497	3,497	–	–	1,457	(1,457)	-100%	3,497
Total Expenditure		**866,533**	**996,730**	**990,511**	**54,055**	**315,918**	**412,713**	**(96,795)**	**-23%**	**990,511**
Surplus/(Deficit)		**58,208**	**(31,844)**	**(25,625)**	**(3,746)**	**101,991**	**(10,677)**	**112,668**	**(0)**	**(25,625)**
Transfers and subsidies - capital (monetary allocations)		36,536	35,557	35,557	–	–	14,815	(14,815)	(0)	35,557
Surplus/(Deficit) after capital transfers & contributions		**94,744**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**			**9,932**
Surplus/(Deficit) after income tax		**94,744**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**			**9,932**
Surplus/(Deficit) attributable to municipality		**94,744**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**			**9,932**
Surplus/ (Deficit) for the year		**94,744**	**3,713**	**9,932**	**(3,746)**	**101,991**	**4,138**			**9,932**

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M05 November

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Multi-Year expenditure appropriation	2									
Vote 1 - Financial Services		2,482	100	200	–	–	83	(83)	-100%	200
Vote 2 - Community Services		881	350	350	1	18	146	(128)	-88%	350
Vote 4 - Technical Services		32,776	18,937	19,358	1,247	3,912	8,066	(4,154)	-51%	19,358
Vote 5 - Municipal Manager		–	66	66	9	9	17	(8)	-46%	66
Total Capital Multi-year expenditure	4,7	**36,138**	**19,453**	**19,975**	**1,257**	**3,939**	**8,312**	**(4,372)**	**-53%**	**19,975**
Single Year expenditure appropriation	2									
Vote 1 - Financial Services		530	30	30	–	1	13	(11)	-89%	30
Vote 2 - Community Services		5,550	1,780	1,781	48	77	742	(665)	-90%	1,781
Vote 3 - Corporate Services		1,712	760	1,151	36	162	480	(317)	-66%	1,151
Vote 4 - Technical Services		41,795	63,311	68,617	6,181	14,574	20,415	(5,841)	-29%	68,617
Vote 5 - Municipal Manager		–	30	30	–	–	13	(13)	-100%	30
Total Capital single-year expenditure	4	49,587	65,911	71,609	6,264	14,814	21,661	**(6,847)**	**-32%**	71,609
Total Capital Expenditure	**3**	**85,725**	**85,365**	**91,583**	**7,521**	**18,754**	**29,973**	**(11,219)**	**-37%**	**91,583**
Capital Expenditure - Functional Classification										
Governance and administration		**8,148**	**2,196**	**2,688**	**57**	**228**	**1,109**	(880)	-79%	**2,688**
Executive and council		124	216	265	9	80	99	(19)	-20%	265
Finance and administration		8,024	1,980	2,423	48	149	1,010	(861)	-85%	2,423
Community and public safety		**6,252**	**2,300**	**2,301**	**49**	**89**	**959**	(870)	-91%	**2,301**
Community and social services		58	1,100	1,100	–	–	458	(458)	-100%	1,100
Sport and recreation		3,224	650	651	48	71	271	(200)	-74%	651
Public safety		2,838	550	550	1	18	229	(211)	-92%	550
Housing		132	–	–	–	–	–	–		–
Economic and environmental services		**32,934**	**7,367**	**11,437**	**5,034**	**8,559**	**4,732**	3,827	81%	**11,437**
Planning and development		828	200	200	–	–	50	(50)	-100%	200
Road transport		32,107	7,167	11,237	5,034	8,559	4,682	3,877	83%	11,237
Trading services		**38,390**	**73,501**	**75,158**	**2,381**	**9,877**	**23,173**	(13,297)	-57%	**75,158**
Energy sources		9,959	31,352	31,359	187	1,653	8,899	(7,247)	-81%	31,359
Water management		10,426	25,606	25,860	1,108	4,654	6,800	(2,146)	-32%	25,860
Waste water management		4,669	16,343	17,256	1,086	3,294	7,190	(3,896)	-54%	17,256
Waste management		13,337	200	683	–	277	285	(7)	-3%	683
Total Capital Expenditure - Functional Classification	3	**85,725**	**85,365**	**91,583**	**7,521**	**18,754**	**29,973**	**(11,219)**	**-37%**	**91,583**
Funded by:										
National Government		21,847	37,504	37,504	2,201	7,204	12,057	(4,853)	-40%	37,504
Provincial Government		14,214	1,941	1,941	–	–	809	(809)	-100%	1,941
District Municipality		1,644	435	435	–	–	181	(181)	-100%	435
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educ Institutions)		222	–	–	–	–	–	–		–
Transfers recognised - capital		**37,926**	**39,880**	**39,880**	**2,201**	**7,204**	**13,047**	**(5,843)**	**-45%**	**39,880**
Borrowing	6	1,460	25,000	25,000	25	555	6,250	(5,695)	-91%	25,000
Internally generated funds		43,815	20,485	26,703	5,295	10,995	10,676	319	3%	26,703
Total Capital Funding	7	**83,202**	**85,365**	**91,583**	**7,521**	**18,754**	**29,973**	**(11,219)**	**-37%**	**91,583**

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - A - M05 November

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousand		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital expenditure - Municipal Vote										
Expenditure of multi-year capital appropriation	1									
Vote 1 - Financial Services		**2,482**	**100**	**200**	**–**	**–**	**83**	**(83)**	**-100%**	**200**
1.1 - Direcrtor: Finance		–	100	200	–	–	83	(83)	-100%	200
1.3 - Financial Administrastion		2,482	–	–	–	–	–	–		–
Vote 2 - Community Services		**881**	**350**	**350**	**1**	**18**	**146**	(128)	-88%	**350**
2.7 - Fire Services & Disaster Management		881	350	350	1	18	146	(128)	-88%	350
Vote 4 - Technical Services		**32,776**	**18,937**	**19,358**	**1,247**	**3,912**	**8,066**	(4,154)	-51%	**19,358**
4.2 - Electro Technical Services		6,693	5,593	5,600	160	1,092	2,333	(1,241)	-53%	5,600
4.3 - Water Storage & Distribution		2,857	200	200	–	–	83	(83)	-100%	200
4.4 - Waste Water Management		3,407	13,043	13,205	1,086	2,543	5,502	(2,959)	-54%	13,205
4.5 - Waste Management		1,685	100	353	–	277	147	130	88%	353
4.6 - Roads		18,133	–	–	–	–	–	–		–
Vote 5 - Municipal Manager		**–**	**66**	**66**	**9**	**9**	**17**	(8)	-46%	**66**
5.2 - Performance & Project Management		–	66	66	9	9	17	(8)	-46%	66
Total multi-year capital expenditure		**36,138**	**19,453**	**19,975**	**1,257**	**3,939**	**8,312**	(4,372)	-53%	**19,975**
								–		
Capital expenditure - Municipal Vote										
Expenditue of single-year capital appropriation	1									
Vote 1 - Financial Services		**530**	**30**	**30**	**–**	**1**	**13**	(11)	-89%	**30**
1.1 - Direcrtor: Finance		–	30	30	–	1	13	(11)	-89%	30
1.3 - Financial Administrastion		530	–	–	–	–	–	–		–
Vote 2 - Community Services		**5,550**	**1,780**	**1,781**	**48**	**77**	**742**	(665)	-90%	**1,781**
2.1 - Director: Community Services		94	30	30	–	6	13	(6)	-52%	30
2.2 - Cemetries		–	100	100	–	–	42	(42)	-100%	100
2.3 - Housing		132	–	–	–	–	–	–		–
2.4 - Libraries		58	1,000	1,000	–	–	417	(417)	-100%	1,000
2.5 - Resorts & Swimmng Pools		–	450	450	–	–	188	(188)	-100%	450
2.7 - Fire Services & Disaster Management		1,190	–	–	–	–	–	–		–
2.8 - Environment & Licencing		24	–	–	–	–	–	–		–
2.9 - Community Halls and Amenities		3,224	200	201	48	71	84	(13)	-15%	201
2.10 - Local Economic Development		828	–	–	–	–	–	–		–
Vote 3 - Corporate Services		**1,712**	**760**	**1,151**	**36**	**162**	**480**	(317)	-66%	**1,151**
3.1 - Director: Corporate Services		233	30	78	–	63	33	31	95%	78
3.2 - Human Resources		331	80	363	–	–	151	(151)	-100%	363
3.4 - Information Technology		270	350	410	14	77	171	(94)	-55%	410
3.5 - Marketing & Communication		110	100	100	22	22	42	(19)	-47%	100
3.7 - Traffic and Protection Services		767	200	200	–	–	83	(83)	-100%	200
Vote 4 - Technical Services		**41,795**	**63,311**	**68,617**	**6,181**	**14,574**	**20,415**	(5,841)	-29%	**68,617**
4.1 - Director: Technical Services		21	30	30	–	–	13	(13)	-100%	30
4.2 - Electro Technical Services		3,266	25,759	25,759	27	561	6,566	(6,006)	-91%	25,759
4.3 - Water Storage & Distribution		7,544	25,406	25,660	1,108	4,654	6,716	(2,063)	-31%	25,660
4.4 - Waste Water Management		1,262	2,850	3,600	–	750	1,500	(750)	-50%	3,600
4.5 - Waste Management		11,652	100	330	–	–	138	(138)	-100%	330
4.6 - Roads		13,973	7,167	11,237	5,034	8,559	4,682	3,877	83%	11,237
4.7 - Storm Water Management		–	450	450	–	–	188	(188)	-100%	450
4.8 - Town Planning & Building Control		–	200	200	–	–	50	(50)	-100%	200
4.10 - Mechanical Workshop		4,076	1,350	1,350	13	50	562	(513)	-91%	1,350
Vote 5 - Municipal Manager		**–**	**30**	**30**	**–**	**–**	**13**	(13)	-100%	**30**
5.1 - Municipal Manager		–	30	30	–	–	13	(13)	-100%	30
Total single-year capital expenditure		**49,587**	**65,911**	**71,609**	**6,264**	**14,814**	**21,661**	**(6,847)**	**(0)**	**71,609**
								–		
Total Capital Expenditure		**85,725**	**85,365**	**91,583**	**7,521**	**18,754**	**29,973**	**(11,219)**	**(0)**	**91,583**

WC022 Witzenberg - Table C6 Monthly Budget Statement - Financial Position - M05 November

Description R thousands	Ref	2023/24	Budget Year 2024/25			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
ASSETS	1					
Current assets						
Cash and cash equivalents		187,245	227,306	221,087	189,614	221,087
Trade and other receivables from exchange transactions		111,342	68,636	68,636	29,651	68,636
Receivables from non-exchange transactions		36,119	49,234	49,234	40,825	49,234
Current portion of non-current receivables		–	–	–	–	–
Inventory		22,066	9,181	9,830	21,022	9,830
VAT		28,090	6,836	6,836	124,272	6,836
Other current assets		1,239	1,709	1,709	1,709	1,709
Total current assets		**386,101**	**362,903**	**357,332**	**407,093**	**357,332**
Non current assets						
Investments		–	–	–	–	–
Investment property		41,680	40,610	40,610	41,678	40,610
Property, plant and equipment		1,056,605	1,094,459	1,100,395	1,065,191	1,100,395
Biological assets		–	–	–	–	–
Living and non-living resources		–	–	–	–	–
Heritage assets		550	550	550	550	550
Intangible assets		1,741	2,529	2,812	2,360	2,812
Trade and other receivables from exchange transactions		–	–	–	–	–
Non-current receivables from non-exchange transactions		–	–	–	–	–
Other non-current assets		–	–	–	–	–
Total non current assets		**1,100,577**	**1,138,148**	**1,144,367**	**1,109,779**	**1,144,367**
TOTAL ASSETS		**1,486,678**	**1,501,051**	**1,501,699**	**1,516,872**	**1,501,699**
LIABILITIES						
Current liabilities						
Bank overdraft		–	–	–	–	–
Financial liabilities		59	(3,330)	(3,330)	36	(3,330)
Consumer deposits		9,742	12,158	12,158	13,833	12,158
Trade and other payables from exchange transactions		85,555	110,941	105,340	(31,897)	105,340
Trade and other payables from non-exchange transactions		(5,360)	3,129	3,129	69,285	3,129
Provision		31,782	45,567	45,567	23,008	45,567
VAT		15,287	18,269	18,269	106,679	18,269
Other current liabilities		–	–	–	–	–
Total current liabilities		**137,064**	**186,734**	**181,134**	**180,944**	**181,134**
Non current liabilities						
Financial liabilities		1,220	25,645	25,655	490	25,655
Provision		67,264	77,712	77,712	58,836	77,712
Long term portion of trade payables		–	–	–	–	–
Other non-current liabilities		60,522	78,001	78,001	71,282	78,001
Total non current liabilities		**129,006**	**181,358**	**181,368**	**130,609**	**181,368**
TOTAL LIABILITIES		**266,070**	**368,091**	**362,501**	**311,553**	**362,501**
NET ASSETS	2	**1,220,608**	**1,132,959**	**1,139,198**	**1,205,319**	**1,139,198**
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		1,210,119	1,120,420	1,120,420	1,232,426	1,120,420
Reserves and funds		11,166	12,540	12,540	(23,362)	12,540
Other		–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	2	**1,221,285**	**1,132,959**	**1,132,959**	**1,209,065**	**1,132,959**

WC022 Witzenberg - Table C7 Monthly Budget Statement - Cash Flow - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
CASH FLOW FROM OPERATING ACTIVITIES	1									
Receipts										
Property rates		102,509	103,281	103,281	5,745	60,120	43,034	17,087	40%	103,281
Service charges		494,505	602,900	602,900	28,354	196,013	251,208	(55,196)	-22%	602,900
Other revenue		–	17,029	17,029	764	4,461	7,095	(2,634)	-37%	17,029
Transfers and Subsidies - Operational		134,848	194,392	194,392	7,401	90,661	69,331	21,330	31%	194,392
Transfers and Subsidies - Capital		36,488	46,362	46,362	3,700	9,700	10,541	(841)	-8%	46,362
Interest		48,344	49,570	49,570	3,017	7,230	18,831	(11,601)	-62%	49,570
Dividends		–	–	–	–	–	–	–		–
Payments										
Suppliers and employees		(780,152)	(939,422)	(939,422)	(65,173)	(345,924)	(391,426)	(45,501)	12%	(78,285)
Interest		(132)	–	–	–	(0)	–	0	0%	–
Transfers and Subsidies		–	–	–	(78)	(764)	–	764	0%	–
NET CASH FROM/(USED) OPERATING ACTIVITIES		**36,411**	**74,112**	**74,112**	**(16,270)**	**21,496**	**8,614**	**(12,883)**	**-150%**	**935,249**
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		–	–	–	–	–	–	–		–
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–		–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–		–
Payments										
Capital assets		(76,243)	(85,365)	(91,583)	(8,562)	(21,436)	29,973	51,409	172%	91,583
NET CASH FROM/(USED) INVESTING ACTIVITIES		**(76,243)**	**(85,365)**	**(91,583)**	**(8,562)**	**(21,436)**	**29,973**	**51,409**	**172%**	**91,583**
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		–	–	–	–	–	–	–		–
Borrowing long term/refinancing		–	25,000	25,000	–	–	6,250	(6,250)	-100%	25,000
Increase (decrease) in consumer deposits		275	–	–	15	194	–	194	0%	–
Payments										
Repayment of borrowing		–	–	–	–	–	–	–		–
NET CASH FROM/(USED) FINANCING ACTIVITIES		**275**	**25,000**	**25,000**	**15**	**194**	**6,250**	**6,056**	**97%**	**25,000**
NET INCREASE/ (DECREASE) IN CASH HELD		**(39,557)**	**13,748**	**7,529**	**(24,816)**	**255**	**44,837**			**1,051,833**
Cash/cash equivalents at beginning:		226,802	217,594	217,594		187,235	217,594			187,235
Cash/cash equivalents at month/year end:		187,245	231,342	225,123		187,490	262,431			1,239,068

WC022 Witzenberg - Supporting Table SC1 Material variance explanations - M05 November

Ref	Description R thousands	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
1	**Exchange Revenue**			
			Peak of the High Demand Season for Electricity Usage is July-August.	
	Service charges - Electricity	(23,025)	Currently within Low Season for Electricity Usage.	
	Service charges - Water	642	Immaterial Variance	
	Service charges - Waste Water Management	26,201	Industrial Effluent recognised	
	Service charges - Waste management	654	Immaterial Variance	
	Sale of Goods and Rendering of Services	658	Immaterial Variance	
	Agency services	40	Immaterial Variance	
	Interest	(5)	Immaterial Variance	
	Interest earned from Receivables	3,166	Year-to-date budget must be corrected to reflect expected impact of interest on property rates billed in July. Investments made and matured during July to November 2024.	
	Interest earned from Current and Non Current A	(597)	Immaterial Variance	
	Dividends	–		
	Rent on Land	(11)	Immaterial Variance	
	Rental from Fixed Assets	(407)	Immaterial Variance	
	Licence and permits	–		
	Operational Revenue	(344)	Immaterial Variance	
	Non-Exchange Revenue			
	Property rates	19,982	Year-to-date budget must be corrected to include annual billing in July	
	Surcharges and Taxes	(839)	Immaterial Variance	
	Fines, penalties and forfeits	1,582	No Service provider in place.	
	Licence and permits	(579)	Immaterial Variance	
	Transfer and subsidies - Operational	(11,437)	Operational receipts in respect of Human Settlements (Housing) (R32.7M) and Infrastructure (R1.3m) outstanding.	
	Interest	539	Immaterial Variance	
	Fuel Levy	–		
	Operational Revenue	(347)	Immaterial Variance	
	Gains on disposal of Assets	–		
	Other Gains	–		
	Discontinued Operations	–		
2	**Expenditure By Type**			
	Employee related costs	(4,243)	Primarily due to the filling of vacancies	
	Remuneration of councillors	55	Immaterial Variance	
	Bulk purchases - electricity	(22,560)	Currently within Low Season for Electricity Usage.	
	Inventory consumed	(1,772)	Less inventory procured and consumed than expected.	
	Debt impairment	(11,596)	Adjustment to Debt Impairment Provision for November processed after month	
	Depreciation and amortisation	(22,570)	Depreciation run performed annually at year end - budget to be corrected during Adjustment Budget.	
	Interest	(4,264)	Finance charges related to Landfil Sites recognised on an annual basis.	
	Contracted services	(15,292)	Dependant on the Roll Out of Contracts for Electrical, Road, Water & Sewer Maintenance	
	Transfers and subsidies	(9,737)	Housing Top Structure budget and actuals to be corrected during adjustment budget - reallocate to Contracted Services. Transfer payments expected to increase when new educational year commences - financial aid to be provided to performing learners/students.	
	Irrecoverable debts written off	(857)	Immaterial Variance	
	Operational costs	(2,502)	Low expenditure experienced for operational cost items.	
	Losses on Disposal of Assets	–		
	Other Losses	(1,457)	Immaterial Variance	
3	**Capital Expenditure**			
	Total Capital Expenditure	(11,219)	Changes in design of scope of work in respect of major capital projects which deferred planned capital expenditure to date.	
4	**Financial Position**			
5	**Cash Flow**			
6	**Measureable performance**			
7	**Municipal Entities**			

WC022 Witzenberg - Supporting Table SC2 Monthly Budget Statement - performance indicators - M05 November

Description of financial indicator	Basis of calculation	Ref	2023/24	Budget Year 2024/25			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
Borrowing Management							
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure		0.7%	6.5%	6.5%	0.0%	6.5%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure excl. transfers and grants		1.7%	29.3%	27.3%	3.0%	27.3%
Safety of Capital							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		12.0%	16.4%	15.9%	3.3%	15.9%
Gearing	Long Term Borrowing/ Funds & Reserves		10.9%	204.5%	204.6%	-2.1%	204.6%
Liquidity							
Current Ratio	Current assets/current liabilities	1	281.7%	194.3%	197.3%	225.0%	197.3%
Liquidity Ratio	Monetary Assets/Current Liabilities		136.6%	121.7%	122.1%	104.8%	122.1%
Revenue Management							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue		16.1%	12.4%	12.4%	17.3%	12.4%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0.0%	0.0%	0.0%	0.0%	0.0%
Creditors Management							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))		100.0%	100.0%	100.0%	100.0%	100.0%
Funding of Provisions							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
Other Indicators							
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	2	11.0%	0.0%	0.0%	0.0%	0.0%
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	2	10.3%	0.0%	0.0%	0.0%	0.0%
Employee costs	Employee costs/Total Revenue - capital revenue		26.1%	28.8%	28.8%	26.7%	28.8%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		2.5%	3.3%	2.7%	1.3%	2.7%
Interest & Depreciation	I&D/Total Revenue - capital revenue		4.4%	6.7%	6.7%	0.0%	6.7%
IDP regulation financial viability indicators							
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)						
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services						
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure		2.5 Months			2.3 Months	

WC022 Witzenberg - Supporting Table SC3 Monthly Budget Statement - aged debtors - M05 November

Description	NT Code	Budget Year 2024/25											
R thousands		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	9,457	2,263	1,848	1,950	1,576	1,518	9,152	56,889	84,653	71,085	–	–
Trade and Other Receivables from Exchange Transactions - Electricity	1300	18,108	1,177	1,128	412	413	719	1,821	8,897	32,675	12,262	–	–
Receivables from Non-exchange Transactions - Property Rates	1400	7,043	843	7,495	624	561	547	2,557	31,011	50,682	35,300	–	–
Receivables from Exchange Transactions - Waste Water Management	1500	7,038	1,469	1,389	38,163	1,195	1,155	6,332	37,082	93,823	83,927	–	–
Receivables from Exchange Transactions - Waste Management	1600	7,692	1,525	1,410	1,303	1,195	1,127	5,941	34,612	54,805	44,178	–	–
Receivables from Exchange Transactions - Property Rental Debtors	1700	149	15	14	13	13	13	65	845	1,127	949	–	–
Interest on Arrear Debtor Accounts	1810	1,208	159	326	1,935	304	353	2,705	58,281	65,270	63,577	–	–
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	–	–	–	–	–	–	–	–	–	–	–	–
Other	1900	(8,971)	50	46	45	41	32	196	1,503	(7,058)	1,817	–	–
Total By Income Source	**2000**	**41,724**	**7,500**	**13,656**	**44,444**	**5,299**	**5,465**	**28,769**	**229,120**	**375,977**	**313,097**	**–**	**–**
2023/24 - totals only										–	–		
Debtors Age Analysis By Customer Group													
Organs of State	2200	1,719	424	637	256	266	295	820	7,335	11,752	8,972	–	–
Commercial	2300	13,471	1,047	4,063	39,001	416	728	2,436	27,446	88,607	70,027	–	–
Households	2400	26,106	5,821	8,052	4,989	4,420	4,244	24,308	184,011	261,950	221,971	–	–
Other	2500	428	209	905	198	196	198	1,206	10,328	13,668	12,127	–	–
Total By Customer Group	**2600**	**41,724**	**7,500**	**13,656**	**44,444**	**5,299**	**5,465**	**28,769**	**229,120**	**375,977**	**313,097**	**–**	**–**

WC022 Witzenberg - Supporting Table SC4 Monthly Budget Statement - aged creditors - M05 November

Description R thousands	NT Code	Budget Year 2024/25									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	–	–	–	–	–	–	–	–	–	–
Bulk Water	0200	–	–	–	–	–	–	–	–	–	–
PAYE deductions	0300	–	–	–	–	–	–	–	–	–	–
VAT (output less input)	0400	–	–	–	–	–	–	–	–	–	–
Pensions / Retirement deductions	0500	–	–	–	–	–	–	–	–	–	–
Loan repayments	0600	–	–	–	–	–	–	–	–	–	–
Trade Creditors	0700	9,934	1,371	27,123	4,705	2,850	79	–	–	**46,061**	–
Auditor General	0800	1,033	–	–	–	–	–	–	–	**1,033**	–
Other	0900	–	–	–	–	–	–	–	–	–	–
Total By Customer Type	**1000**	**10,967**	**1,371**	**27,123**	**4,705**	**2,850**	**79**	**–**	**–**	**47,093**	–

WC022 Witzenberg - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M05 November

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate ³	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands		Yrs/Months												
Municipality														
ABSA Bank Ltd		7 Months	Call Investment	Yes	Yes	Yes	No	No	17/02/2025	46,179	–		–	**46,179**
First National Bank		3 Months	Call Investment	Yes	Yes	Yes	No	No	22/10/2024	(0)	–		–	**(0)**
Nedbank Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	41,006	219	(41,225)	–	**–**
Standard Bank of SA Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	41,016	221	(41,237)	–	**–**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
Municipality sub-total										**128,201**	**440**		**–**	**46,179**
Entities														
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
Entities sub-total										**–**	**–**		**–**	**–**
TOTAL INVESTMENTS AND INTEREST	2									**128,201**	**440**		**–**	**46,179**

WC022 Witzenberg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M05 November

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		**4,797**	**3,159**	**3,159**	**702**	**2,692**	**390**	**2,302**	**590.7%**	**3,159**
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		3,247	1,559	1,559	702	1,092	390	702	180.2%	1,559
Local Government Financial Management Grant [Schedule 5B]		1,550	1,600	1,600	–	1,600	–	1,600		1,600
Provincial Government:		**34,087**	**45,527**	**45,527**	**249**	**12,204**	**8,230**	**3,974**	**48.3%**	**45,527**
OPEX PROV LIBRARY		–	10,683	10,683	–	7,123	–	7,123		10,683
OPEX PROV CDW		132	132	132	–	132	33	99	300.0%	132
OPEX PROV THUSONG		–	150	150	–	–	–	–		150
OPEX PROV MUN ACC AND CAP BUILDING		245	249	249	249	249	–	249		249
OPEX PROV FIN MAN SUPPORT		–	–	–	–	150	–	150		–
Specify (Add grant description)		250	150	150	–	–	–	–		150
OPEX PROV HOUSING IHHSDG		–	25,000	25,000	–	–	6,250	(6,250)	-100.0%	25,000
Specify (Add grant description)		33,460	–	–	–	4,550	–	4,550		–
Specify (Add grant description)		–	1,375	1,375	–	–	–	–		1,375
Specify (Add grant description)		–	7,788	7,788	–	–	1,947	(1,947)	-100.0%	7,788
District Municipality:		**150**	**–**	**–**	**–**	**–**	**–**	–		**–**
Specify (Add grant description)		150	–	–	–	–	–	–		–
Other grant providers:		**2,763**	**–**	**–**	**700**	**2,476**	**–**	2,476		**–**
Foreign Government and International Organisations		680	–	–	–	–	–	–		–
Private Enterprises		2,083	–	–	700	2,476	–	2,476		–
Total Operating Transfers and Grants	5	**41,797**	**48,686**	**48,686**	**1,651**	**17,372**	**8,620**	**8,753**	**101.5%**	**48,686**
Capital Transfers and Grants										
National Government:		**25,209**	**40,630**	**40,630**	**8,750**	**20,576**	**10,158**	**10,419**	**102.6%**	**40,630**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		900	–	–	–	–	–	–		–
Municipal Infrastructure Grant [Schedule 5B]		24,309	25,630	25,630	5,750	12,576	6,408	6,169	96.3%	25,630
Water Services Infrastructure Grant [Schedule 5B]		–	15,000	15,000	3,000	8,000	3,750	4,250	113.3%	15,000
Provincial Government:		**16,559**	**2,232**	**2,232**	**700**	**700**	**383**	317	82.8%	**2,232**
Specify (Add grant description)		200	–	–	–	–	–	–		–
CAPEX PROV FIRE		1,658	–	–	–	–	–	–		–
Specify (Add grant description)		–	1,532	1,532	–	–	383	(383)	-100.0%	1,532
CAPEX PROV INFORMAL SETTLEMENT UPGRADING		–	700	700	700	700	–	700		700
CAPEX PROV MAIN ROADS		14,702	–	–	–	–	–	–		–
District Municipality:		**672**	**–**	**–**	**–**	**–**	**–**	–		**–**
CAPEX DISTRICT		600	–	–	–	–	–	–		–
CAPEX DISTRICT TRAFFIC SAFETY PROJECT		72	–	–	–	–	–	–		–
Other grant providers:		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Total Capital Transfers and Grants	5	**42,440**	**42,862**	**42,862**	**9,450**	**21,276**	**10,541**	**10,736**	**101.9%**	**42,862**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	84,237	91,548	91,548	11,101	38,648	19,160	19,488	101.7%	91,548

WC022 Witzenberg - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M05 November

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		**5,911**	**(4,029)**	**(4,029)**	**167**	**2,010**	**(1,679)**	**3,689**	**-219.8%**	**(4,029)**
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		3,364	(1,559)	(1,559)	141	1,130	(650)	1,780	-274.0%	(1,559)
Local Government Financial Management Grant [Schedule 5B]		1,550	(1,470)	(1,470)	26	880	(612)	1,492	-243.7%	(1,470)
Municipal Infrastructure Grant [Schedule 5B]		997	(1,000)	(1,000)	–	–	(417)	417	-100.0%	(1,000)
Provincial Government:		**39,584**	**(46,426)**	**(46,426)**	**6,658**	**9,275**	**(19,344)**	**28,619**	**-147.9%**	**(46,426)**
OPEX PROV TITLE DEEDS RESTORATION		568	–	–	–	–	–	–		–
OPEX PROV LIBRARY		–	(10,683)	(10,683)	1,669	4,282	(4,451)	8,733	-196.2%	(10,683)
OPEX PROV CDW		71	(262)	(262)	–	4	(109)	113	-103.8%	(262)
OPEX PROV THUSONG		–	(130)	(130)	–	–	(54)	54	-100.0%	(130)
OPEX PROV MUN ACC AND CAP BUILDING		196	(858)	(858)	–	–	(357)	357	-100.0%	(858)
OPEX PROV WATER RESILIENCE		500	–	–	–	–	–	–		–
Specify (Add grant description)		295	(172)	(172)	–	–	(72)	72	-100.0%	(172)
OPEX PROV HOUSING IHHSDG		–	(1,532)	(1,532)	–	–	(638)	638	-100.0%	(1,532)
Specify (Add grant description)		37,954	(32,788)	(32,788)	4,988	4,988	(13,662)	18,650	-136.5%	(32,788)
Other grant providers:		**2,767**	**(205)**	**(205)**	**–**	**–**	**(85)**	85	-100.0%	**(205)**
Foreign Government and International Organisations		1,793	(205)	(205)	–	–	(85)	85	-100.0%	(205)
Private Enterprises		974	–	–	–	–	–	–		–
Total operating expenditure of Transfers and Grants:		**48,262**	**(50,660)**	**(50,660)**	**6,824**	**11,285**	**(21,108)**	**32,393**	**-153.5%**	**(50,660)**
National Government:		**23,296**	**(39,630)**	**(39,630)**	**139**	**582**	**(16,513)**	**17,094**	**-103.5%**	**(39,630)**
Municipal Infrastructure Grant [Schedule 5B]		23,296	(24,630)	(24,630)	–	443	(10,263)	10,706	-104.3%	(24,630)
Water Services Infrastructure Grant [Schedule 5B]		–	(15,000)	(15,000)	139	139	(6,250)	6,389	-102.2%	(15,000)
Provincial Government:		**15,229**	**(1,375)**	**(1,375)**	**143**	**143**	**(573)**	716	-124.9%	**(1,375)**
Specify (Add grant description)		200	–	–	–	–	–	–		–
CAPEX PROV MUN INTERVENTION		–	(179)	(179)	–	–	(75)	75	-100.0%	(179)
CAPEX PROV FIRE		1,675	–	–	–	–	–	–		–
CAPEX PROV LOAD SHEDDING RELIEF		475	–	–	–	–	–	–		–
CAPEX PROV MAIN ROADS		12,879	(1,196)	(1,196)	143	143	(498)	641	-128.6%	(1,196)
District Municipality:		**1,851**	**100**	**100**	**–**	**–**	**42**	(42)	-100.0%	**100**
CAPEX DISTRICT		500	100	100	–	–	42	(42)	-100.0%	100
Specify (Add grant description)		1,200	–	–	–	–	–	–		–
CAPEX DISTRICT TRAFFIC SAFETY PROJECT		142	–	–	–	–	–	–		–
CAPEX DISTRICT SECURITY CAMERAS		9	–	–	–	–	–	–		–
Total capital expenditure of Transfers and Grants		**40,376**	**(40,905)**	**(40,905)**	**281**	**725**	**(17,044)**	**17,768**	**-104.3%**	**(40,905)**
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		**88,638**	**(91,565)**	**(91,565)**	**7,106**	**12,009**	**(38,152)**	**50,161**	**-131.5%**	**(91,565)**

WC022 Witzenberg - Supporting Table SC7(2) Monthly Budget Statement - Expenditure against approved rollovers - M05 November

Description R thousands	Ref	Budget Year 2024/25				
		Approved Rollover 2023/24	Monthly Actual	YearTD Actual	YTD Variance	YTD Variance %
EXPENDITURE Operating expenditure of Approved Roll-overs						
TOTAL EXPENDITURE OF APPROVED ROLL-OVERS		–	–	–	–	

WC022 Witzenberg - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M05 November

Summary of Employee and Councillor remuneration R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
	1	A	B	C						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		9,007	9,658	9,658	1,209	4,210	4,024	186	5%	9,658
Pension and UIF Contributions		1,339	1,422	1,422	109	561	592	(31)	-5%	1,422
Medical Aid Contributions		54	86	86	–	–	36	(36)	-100%	86
Motor Vehicle Allowance		–	0	0	–	–	–	–		0
Cellphone Allowance		1,048	1,146	1,146	83	413	477	(64)	-13%	1,146
Other benefits and allowances		–	0	0	–	–	–	–		0
Sub Total - Councillors		**11,447**	**12,311**	**12,311**	**1,401**	**5,185**	**5,130**	**55**	**1%**	**12,311**
% increase	4		**7.5%**	**7.5%**						**7.5%**
Senior Managers of the Municipality	3									
Basic Salaries and Wages		4,082	4,395	4,395	267	1,605	1,831	(227)	-12%	4,395
Pension and UIF Contributions		358	404	404	31	157	168	(12)	-7%	404
Medical Aid Contributions		32	9	9	–	–	4	(4)	-100%	9
Performance Bonus		803	890	890	90	452	371	81	22%	890
Motor Vehicle Allowance		1,316	1,115	1,115	67	516	465	52	11%	1,115
Cellphone Allowance		365	332	332	23	147	138	8	6%	332
Housing Allowances		33	57	57	–	–	24	(24)	-100%	57
Other benefits and allowances		45	61	61	0	0	26	(25)	-98%	61
Sub Total - Senior Managers of Municipality		**7,034**	**7,265**	**7,265**	**479**	**2,877**	**3,027**	**(150)**	**-5%**	**7,265**
% increase	4		**3.3%**	**3.3%**						**3.3%**
Other Municipal Staff										
Basic Salaries and Wages		141,863	157,900	158,097	13,081	63,711	65,874	(2,163)	-3%	158,097
Pension and UIF Contributions		23,199	26,552	26,602	2,101	10,217	11,084	(867)	-8%	26,602
Medical Aid Contributions		9,802	11,093	11,093	853	4,254	4,622	(368)	-8%	11,093
Overtime		23,267	27,792	27,796	1,981	9,846	11,582	(1,736)	-15%	27,796
Performance Bonus		10,640	12,510	12,510	974	4,791	5,213	(422)	-8%	12,510
Motor Vehicle Allowance		6,758	7,751	7,751	664	3,185	3,230	(45)	-1%	7,751
Cellphone Allowance		690	1,018	1,018	67	319	424	(106)	-25%	1,018
Housing Allowances		1,166	1,427	1,427	99	505	594	(90)	-15%	1,427
Other benefits and allowances		6,819	7,829	7,829	653	3,140	3,262	(122)	-4%	7,829
Payments in lieu of leave		1,584	3,754	3,754	–	3,686	1,564	2,121	136%	3,754
Long service awards		913	1,015	1,015	90	449	423	26	6%	1,015
Post-retirement benefit obligations	2	7,706	11,653	11,653	907	4,533	4,855	(323)	-7%	11,653
Sub Total - Other Municipal Staff		**234,406**	**270,293**	**270,546**	**21,468**	**108,634**	**112,728**	**(4,093)**	**-4%**	**270,546**
% increase	4		**15.3%**	**15.4%**						**15.4%**
Total Parent Municipality		**252,887**	**289,869**	**290,122**	**23,348**	**116,696**	**120,884**	**(4,188)**	**-3%**	**290,122**
Unpaid salary, allowances & benefits in arrears:										
Board Members of Entities										
Sub Total - Executive members Board	2	–	–	–	–	–	–	–		–
% increase	4									
Senior Managers of Entities										
Sub Total - Senior Managers of Entities		–	–	–	–	–	–	–		–
% increase	4									
Other Staff of Entities										
Sub Total - Other Staff of Entities		–	–	–	–	–	–	–		–
% increase	4									
Total Municipal Entities		–	–	–	–	–	–	–		–
TOTAL SALARY, ALLOWANCES & BENEFITS		**252,887**	**289,869**	**290,122**	**23,348**	**116,696**	**120,884**	**(4,188)**	**-3%**	**290,122**
% increase	4		**14.6%**	**14.7%**						**14.7%**
TOTAL MANAGERS AND STAFF		**241,440**	**277,558**	**277,811**	**21,947**	**111,512**	**115,755**	**(4,243)**	**-4%**	**277,811**

WC022 Witzenberg - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M05 November

Description	Ref	Budget Year 2024/25												2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	1	July Outcome	August Outcome	September Outcome	October Outcome	November Outcome	December Budget	January Budget	February Budget	March Budget	April Budget	May Budget	June Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Cash Receipts By Source																
Property rates		6,736	13,751	8,139	25,750	5,745	8,607	8,607	8,607	8,607	8,607	8,607	(8,480)	103,281	108,881	115,270
Service charges - electricity revenue		33,478	35,134	34,797	29,483	21,039	40,600	40,600	40,600	40,600	40,600	40,600	89,671	487,205	535,527	588,111
Service charges - water revenue		3,044	3,009	4,585	3,001	2,681	3,133	3,133	3,133	3,133	3,133	3,133	2,481	37,600	42,392	44,386
Service charges - Waste Water Management		1,951	4,835	1,652	2,145	1,847	4,355	4,355	4,355	4,355	4,355	4,355	13,699	52,256	51,942	56,286
Service charges - Waste Mangement		2,175	2,402	2,030	2,639	2,103	2,153	2,153	2,153	2,153	2,153	2,153	1,570	25,839	27,059	30,515
Rental of facilities and equipment		146	239	274	567	254	0	0	0	0	0	0	(1,477)	5	6	6
Interest earned - external investments		998	1,293	758	1,164	3,012	5,656	2,921	2,921	5,656	2,921	2,921	15,771	45,994	47,793	49,683
Interest earned - outstanding debtors		–	–	–	–	5	298	298	298	298	298	298	1,784	3,577	3,756	3,944
Fines, penalties and forfeits		93	117	67	123	87	372	372	372	372	372	372	1,749	4,469	4,693	4,928
Licences and permits		136	162	53	98	84	213	213	213	213	213	213	746	2,558	2,685	2,820
Agency services		272	490	280	581	339	381	381	381	381	381	381	323	4,570	4,799	5,039
Transfers and Subsidies - Operational		71,099	6,955	132	5,073	7,401	26,903	12,142	12,142	20,762	12,142	12,142	7,497	194,392	196,992	205,715
Other revenue		190	405	222	483	684	452	452	452	452	452	452	729	5,426	5,698	5,982
Cash Receipts by Source		**120,319**	**68,792**	**52,987**	**71,107**	**45,281**	**93,125**	**75,629**	**75,629**	**86,984**	**75,629**	**75,629**	**126,063**	**967,172**	**1,032,223**	**1,112,684**
Other Cash Flows by Source													–			
Transfers and subsidies - capital (monetary allocations) (National /		5,000	1,000	–	–	3,700	10,541	–	–	10,541	–	–	15,581	46,362	39,556	30,727
Short term loans		–	–	–	–	–	4,244	–	–	6,250	–	–	10,494	20,988	(4,012)	(4,012)
Increase (decrease) in consumer deposits		31	40	55	53	15	–	–	–	–	–	–	(194)	–	–	–
Total Cash Receipts by Source		**125,350**	**69,832**	**53,042**	**71,159**	**48,996**	**107,910**	**75,629**	**75,629**	**103,774**	**75,629**	**75,629**	**151,944**	**1,034,522**	**1,067,767**	**1,139,399**
Cash Payments by Type													–			
Employee related costs		18,868	19,295	22,545	20,494	31,950	39,424	39,424	39,424	39,424	39,424	39,424	123,395	473,093	492,706	518,694
Remuneration of councillors		951	951	951	931	1,401	–	–	–	–	–	–	(5,185)	–	–	–
Bulk purchases - Electricity		44,039	54,856	48,261	26,754	23,730	35,922	35,922	35,922	35,922	35,922	35,922	17,893	431,067	485,812	547,510
Acquisitions - water & other inventory		3,341	776	1,694	1,558	1,822	2,000	2,000	2,000	2,000	2,000	2,000	2,809	24,000	25,200	26,460
Contracted services		4,220	9,240	3,223	3,079	3,652	939	939	939	939	939	939	(17,783)	11,263	11,358	11,500
Transfers and subsidies - other		91	340	144	111	78	–	–	–	–	–	–	(764)	–	–	–
Other expenditure		10,266	6,701	4,805	6,317	6,210	–	–	–	–	–	–	(34,299)	–	–	–
Cash Payments by Type		**81,776**	**92,158**	**81,622**	**59,245**	**68,843**	**78,285**	**78,285**	**78,285**	**78,285**	**78,285**	**78,285**	**86,067**	**939,422**	**1,015,076**	**1,104,164**
Other Cash Flows/Payments by Type																
Capital assets		1,940	348	5,715	4,872	8,562	–	–	–	–	–	–	(21,436)	–	–	–
Other Cash Flows/Payments		(11,882)	(13,239)	(9,334)	1,092	(3,592)	–	–	–	–	–	–	36,955	–	–	–
Total Cash Payments by Type		**71,834**	**79,267**	**78,003**	**65,209**	**73,813**	**78,285**	**78,285**	**78,285**	**78,285**	**78,285**	**78,285**	**101,586**	**939,422**	**1,015,076**	**1,104,164**
NET INCREASE/(DECREASE) IN CASH HELD		**53,516**	**(9,435)**	**(24,961)**	**5,950**	**(24,816)**	**29,625**	**(2,656)**	**(2,656)**	**25,489**	**(2,656)**	**(2,656)**	**50,357**	**95,100**	**52,691**	**35,236**
Cash/cash equivalents at the month/year beginning:		187,235	240,752	231,317	206,356	212,307	187,490	217,115	214,458	211,802	237,291	234,635	231,979	187,235	282,336	335,026
Cash/cash equivalents at the month/year end:		240,752	231,317	206,356	212,307	187,490	217,115	214,458	211,802	237,291	234,635	231,979	282,336	282,336	335,026	370,262

WC022 Witzenberg - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Revenue										
Exchange Revenue										

WC022 Witzenberg - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M05 November

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Revenue By Municipal Entity										
Insert name of municipal entity		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
Total Operating Revenue	1	–	–	–	–	–	–	–		–
Expenditure By Municipal Entity										
Insert name of municipal entity		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
Total Operating Expenditure	2	–	–	–	–	–	–	–		–
Surplus/ (Deficit) for the yr/period		–	–	–	–	–	–	–		–
Capital Expenditure By Municipal Entity										
Insert name of municipal entity		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
Total Capital Expenditure	3	–	–	–	–	–	–	–		–

WC022 Witzenberg - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M05 November

Month	2023/24	Budget Year 2024/25							
R thousands	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	% spend of Original Budget
Monthly expenditure performance trend									
July	216	3,004	3,539	742	742	3,539	2,796	79.0%	1%
August	5,739	3,004	3,539	346	1,088	7,077	5,989	84.6%	1%
September	4,059	15,284	15,819	5,004	6,092	22,896	16,804	73.4%	7%
October	5,014	3,004	3,539	5,140	11,233	26,434	15,202	57.5%	13%
November	7,537	3,004	3,539	7,521	18,754	29,973	11,219	37.4%	22%
December	6,153	15,384	15,819	–	18,754	45,792	27,038	59.0%	22%
January	1,226	3,004	3,539	–	18,754	49,330	30,577	62.0%	22%
February	4,783	3,004	3,539	–	18,754	52,869	34,115	64.5%	22%
March	6,810	15,284	15,819	–	18,754	68,687	49,934	72.7%	22%
April	4,180	3,004	3,539	–	18,754	72,226	53,472	74.0%	22%
May	14,828	3,004	3,539	–	18,754	75,765	57,011	75.2%	22%
June	25,179	15,384	15,819	–	18,754	91,583	72,830	79.5%	22%
Total Capital expenditure	**85,725**	**85,365**	**91,583**	**18,754**					

WC022 Witzenberg - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		**20,437**	**22,898**	**23,513**	**1,269**	**5,092**	**6,253**	(1,161)	**-18.6%**	**23,513**
Roads Infrastructure		–	1,532	1,532	–	–	638	(638)	**-100.0%**	1,532
Roads		–	1,332	1,332	–	–	555	(555)	**-100.0%**	1,332
Road Structures		–	200	200	–	–	83	(83)	**-100.0%**	200
Storm water Infrastructure		–	–	–	–	–	–	–		–
Electrical Infrastructure		1,037	–	–	–	–	–	–		–
MV Networks		1,037	–	–	–	–	–	–		–
Water Supply Infrastructure		10,095	21,265	21,265	1,108	4,654	5,316	(663)	**-12.5%**	21,265
Dams and Weirs		2,857	–	–	–	–	–	–		–
Reservoirs		4,991	–	–	–	–	–	–		–
Bulk Mains		2,246	21,265	21,265	1,108	4,654	5,316	(663)	**-12.5%**	21,265
Sanitation Infrastructure		837	–	162	162	162	67	94	**140.0%**	162
Toilet Facilities		837	–	162	162	162	67	94	**140.0%**	162
Solid Waste Infrastructure		8,467	100	554	–	277	231	46	**20.1%**	554
Landfill Sites		4,301	–	201	–	–	84	(84)	**-100.0%**	201
Waste Drop-off Points		1,685	100	353	–	277	147	130	**88.5%**	353
Waste Separation Facilities		2,482	–	–	–	–	–	–		–
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		–	–	–	–	–	–	–		–
Community Assets		**58**	**1,000**	**1,000**	**–**	**–**	**417**	**(417)**	**-100.0%**	**1,000**
Community Facilities		58	1,000	1,000	–	–	417	(417)	**-100.0%**	1,000
Libraries		58	1,000	1,000	–	–	417	(417)	-100.0%	1,000
Sport and Recreation Facilities		–	–	–	–	–	–	–		–
Heritage assets		–	–	–	–	–	–	–		–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Revenue Generating		–	–	–	–	–	–	–		–
Non-revenue Generating		–	–	–	–	–	–	–		–
Other assets		**748**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Operational Buildings		616	–	–	–	–	–	–		–
Training Centres		616	–	–	–	–	–	–		–
Housing		132	–	–	–	–	–	–		–
Social Housing		132	–	–	–	–	–	–		–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Intangible Assets		**331**	**80**	**363**	**–**	**–**	**151**	**(151)**	-100.0%	**363**
Licences and Rights		331	80	363	–	–	151	(151)	**-100.0%**	363
Computer Software and Applications		331	80	363	–	–	151	(151)	-100.0%	363
Computer Equipment		**932**	**350**	**410**	**14**	**77**	**171**	**(94)**	-55.2%	**410**
Computer Equipment		932	350	410	14	77	171	(94)	-55.2%	410
Furniture and Office Equipment		**701**	**516**	**565**	**31**	**102**	**191**	**(89)**	-46.5%	**565**
Furniture and Office Equipment		701	516	565	31	102	191	(89)	-46.5%	565
Machinery and Equipment		**6,097**	**950**	**985**	**70**	**126**	**410**	**(285)**	-69.3%	**985**
Machinery and Equipment		6,097	950	985	70	126	410	(285)	-69.3%	985
Transport Assets		**12,395**	**1,000**	**1,000**	**13**	**47**	**417**	**(370)**	-88.7%	**1,000**
Transport Assets		12,395	1,000	1,000	13	47	417	(370)	-88.7%	1,000
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Capital Expenditure on new assets	1	**41,698**	**26,794**	**27,836**	**1,396**	**5,444**	**8,010**	**2,566**	**32.0%**	**27,836**

WC022 Witzenberg - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		**15,836**	**8,500**	**13,250**	**5,014**	**9,264**	**5,521**	3,743	**67.8%**	**13,250**
Roads Infrastructure		13,473	5,000	9,000	5,014	8,513	3,750	4,763	**127.0%**	9,000
Roads		13,473	5,000	9,000	5,014	8,513	3,750	4,763	**127.0%**	9,000
Storm water Infrastructure		–	–	–	–	–	–	–		–
Electrical Infrastructure		1,000	500	500	–	–	208	(208)	**-100.0%**	500
MV Networks		1,000	500	500	–	–	208	(208)	**-100.0%**	500
Water Supply Infrastructure		100	750	750	–	–	313	(313)	**-100.0%**	750
Distribution		100	750	750	–	–	313	(313)	**-100.0%**	750
Sanitation Infrastructure		1,262	2,250	3,000	–	750	1,250	(500)	**-40.0%**	3,000
Reticulation		1,262	1,000	1,000	–	–	417	(417)	**-100.0%**	1,000
Waste Water Treatment Works		–	1,250	2,000	–	750	834	(83)	**-10.0%**	2,000
Solid Waste Infrastructure		–	–	–	–	–	–	–		–
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		–	–	–	–	–	–	–		–
Community Assets		**–**	**450**	**450**	**–**	**–**	**188**	**(188)**	**-100.0%**	**450**
Community Facilities		–	–	–	–	–	–	–		–
Sport and Recreation Facilities		–	450	450	–	–	188	(188)	**-100.0%**	450
Outdoor Facilities		–	450	450	–	–	188	(188)	-100.0%	450
Heritage assets		–	–	–	–	–	–	–		–
								–		
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Revenue Generating		–	–	–	–	–	–	–		–
Non-revenue Generating		–	–	–	–	–	–	–		–
Other assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Operational Buildings		–	–	–	–	–	–	–		–
Housing		–	–	–	–	–	–	–		–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Licences and Rights		–	–	–	–	–	–	–		–
Computer Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Machinery and Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Transport Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Capital Expenditure on renewal of existing assets	1	**15,836**	**8,950**	**13,700**	**5,014**	**9,264**	**5,709**	**(3,555)**	**-62.3%**	**13,700**

WC022 Witzenberg - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		**18,827**	**25,463**	**20,130**	**643**	**3,518**	**8,387**	(4,869)	**-58.1%**	**20,130**
Roads Infrastructure		7,971	13,159	9,089	475	1,337	3,787	(2,450)	**-64.7%**	9,089
Roads		6,817	11,976	7,906	470	1,232	3,294	(2,062)	**-62.6%**	7,906
Road Furniture		1,154	1,183	1,183	5	105	493	(388)	**-78.6%**	1,183
Storm water Infrastructure		322	1,535	1,535	–	1	639	(638)	**-99.8%**	1,535
Storm water Conveyance		322	1,535	1,535	–	1	639	(638)	**-99.8%**	1,535
Electrical Infrastructure		1,564	2,358	2,276	4	765	948	(184)	**-19.4%**	2,276
HV Substations		–	15	–	–	–	–	–		–
MV Substations		770	1,028	995	2	82	415	(333)	**-80.3%**	995
MV Switching Stations		–	0	–	–	–	–	–		–
MV Networks		395	723	711	1	148	296	(148)	**-49.9%**	711
LV Networks		399	592	570	0	534	237	297	**125.1%**	570
Water Supply Infrastructure		2,648	2,860	2,290	49	309	954	(646)	**-67.7%**	2,290
Dams and Weirs		1,308	1,286	1,286	–	75	536	(461)	**-86.0%**	1,286
Boreholes		380	398	398	–	–	166	(166)	**-100.0%**	398
Pump Stations		56	59	59	–	–	25	(25)	**-100.0%**	59
Water Treatment Works		307	118	118	14	62	49	12	**25.0%**	118
Bulk Mains		363	520	100	0	56	42	15	**35.2%**	100
Distribution		111	350	200	35	116	83	32	**38.8%**	200
Distribution Points		124	130	130	–	–	54	(54)	**-100.0%**	130
Sanitation Infrastructure		6,322	5,551	4,939	115	1,106	2,058	(952)	**-46.3%**	4,939
Reticulation		2,857	2,960	2,798	56	509	1,166	(657)	**-56.3%**	2,798
Waste Water Treatment Works		3,368	2,464	2,014	56	551	839	(288)	**-34.3%**	2,014
Toilet Facilities		97	127	127	3	46	53	(7)	**-14.0%**	127
Solid Waste Infrastructure		–	–	–	–	–	–	–		–
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		–	–	–	–	–	–	–		–
Community Assets		**600**	**1,103**	**1,083**	**132**	**284**	**451**	**(167)**	**-37.1%**	**1,083**
Community Facilities		449	680	660	92	205	275	(70)	**-25.6%**	660
Halls		137	200	180	49	74	75	(1)	-1.9%	180
Crèches		106	151	151	–	28	63	(34)	-54.8%	151
Libraries		25	31	31	–	3	13	(10)	-78.0%	31
Cemeteries/Crematoria		106	185	185	32	81	77	4	4.7%	185
Public Ablution Facilities		–	32	32	–	–	13	(13)	-100.0%	32
Markets		74	81	81	11	19	34	(15)	-43.3%	81
Sport and Recreation Facilities		151	423	423	40	79	176	(97)	**-55.0%**	423
Indoor Facilities		75	155	155	40	77	65	12	19.3%	155
Outdoor Facilities		77	268	268	–	2	112	(109)	-98.0%	268
Heritage assets		–	–	–	–	–	–	–		–
								–		
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Revenue Generating		–	–	–	–	–	–	–		–
Non-revenue Generating		–	–	–	–	–	–	–		–
Other assets		**708**	**821**	**876**	**52**	**236**	**365**	**(129)**	**-35.4%**	**876**
Operational Buildings		335	559	614	24	123	256	(133)	**-52.0%**	614
Municipal Offices		335	559	614	24	123	256	(133)	-52.0%	614
Housing		373	262	262	28	113	109	4	**3.8%**	262
Social Housing		373	262	262	28	113	109	4	3.8%	262
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Licences and Rights		–	–	–	–	–	–	–		–
Computer Equipment		**122**	**182**	**172**	**25**	**66**	**72**	**(6)**	-8.6%	**172**
Computer Equipment		122	182	172	25	66	72	(6)	-8.6%	172
Furniture and Office Equipment		**1**	**61**	**61**	**–**	**2**	**25**	**(24)**	-94.1%	**61**
Furniture and Office Equipment		1	61	61	–	2	25	(24)	-94.1%	61
Machinery and Equipment		**163**	**314**	**314**	**2**	**6**	**131**	**(125)**	-95.3%	**314**
Machinery and Equipment		163	314	314	2	6	131	(125)	-95.3%	314
Transport Assets		**2,912**	**3,439**	**3,865**	**187**	**1,150**	**1,610**	**(461)**	-28.6%	**3,865**
Transport Assets		2,912	3,439	3,865	187	1,150	1,610	(461)	-28.6%	3,865
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Repairs and Maintenance Expenditure	1	**23,334**	**31,384**	**26,501**	**1,041**	**5,261**	**11,042**	**5,781**	**52.4%**	**26,501**

WC022 Witzenberg - Supporting Table SC13d Monthly Budget Statement - depreciation by asset class - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Depreciation by Asset Class/Sub-class										
Infrastructure		**23,499**	**38,394**	**38,394**	**–**	**–**	**15,997**	(15,997)	**-100.0%**	**38,394**
Roads Infrastructure		6,188	4,758	4,758	–	–	1,982	(1,982)	**-100.0%**	4,758
Roads		6,188	558	558	–	–	232	(232)	**-100.0%**	558
Road Structures		–	2,100	2,100	–	–	875	(875)	**-100.0%**	2,100
Road Furniture		–	2,100	2,100	–	–	875	(875)	**-100.0%**	2,100
Storm water Infrastructure		2,432	2,091	2,091	–	–	871	(871)	**-100.0%**	2,091
Drainage Collection		2,432	507	507	–	–	211	(211)	**-100.0%**	507
Storm water Conveyance		–	1,077	1,077	–	–	449	(449)	**-100.0%**	1,077
Attenuation		–	507	507	–	–	211	(211)	**-100.0%**	507
Electrical Infrastructure		3,813	3,912	3,912	–	–	1,630	(1,630)	**-100.0%**	3,912
HV Substations		–	474	474	–	–	198	(198)	**-100.0%**	474
HV Switching Station		–	474	474	–	–	198	(198)	**-100.0%**	474
HV Transmission Conductors		–	474	474	–	–	198	(198)	**-100.0%**	474
MV Substations		–	474	474	–	–	198	(198)	**-100.0%**	474
MV Switching Stations		–	474	474	–	–	198	(198)	**-100.0%**	474
MV Networks		3,357	591	591	–	–	246	(246)	**-100.0%**	591
LV Networks		457	474	474	–	–	198	(198)	**-100.0%**	474
Capital Spares		–	474	474	–	–	198	(198)	**-100.0%**	474
Water Supply Infrastructure		6,066	5,434	5,434	–	–	2,264	(2,264)	**-100.0%**	5,434
Dams and Weirs		–	407	407	–	–	170	(170)	**-100.0%**	407
Boreholes		68	407	407	–	–	170	(170)	**-100.0%**	407
Reservoirs		873	407	407	–	–	170	(170)	**-100.0%**	407
Pump Stations		439	407	407	–	–	170	(170)	**-100.0%**	407
Water Treatment Works		–	407	407	–	–	170	(170)	**-100.0%**	407
Bulk Mains		–	100	100	–	–	42	(42)	**-100.0%**	100
Distribution		4,686	1,100	1,100	–	–	458	(458)	**-100.0%**	1,100
Distribution Points		–	1,100	1,100	–	–	458	(458)	**-100.0%**	1,100
PRV Stations		–	1,100	1,100	–	–	458	(458)	**-100.0%**	1,100
Sanitation Infrastructure		4,512	5,559	5,559	–	–	2,316	(2,316)	**-100.0%**	5,559
Pump Station		137	100	100	–	–	42	(42)	**-100.0%**	100
Reticulation		137	1,200	1,200	–	–	500	(500)	**-100.0%**	1,200
Waste Water Treatment Works		4,130	1,200	1,200	–	–	500	(500)	**-100.0%**	1,200
Outfall Sewers		–	1,200	1,200	–	–	500	(500)	**-100.0%**	1,200
Toilet Facilities		–	1,859	1,859	–	–	774	(774)	**-100.0%**	1,859
Capital Spares		108	–	–	–	–	–	–		–
Solid Waste Infrastructure		334	16,640	16,640	–	–	6,933	(6,933)	**-100.0%**	16,640
Landfill Sites		302	15,000	15,000	–	–	6,250	(6,250)	**-100.0%**	15,000
Waste Transfer Stations		–	328	328	–	–	137	(137)	**-100.0%**	328
Waste Processing Facilities		–	328	328	–	–	137	(137)	**-100.0%**	328
Waste Drop-off Points		31	328	328	–	–	137	(137)	**-100.0%**	328
Waste Separation Facilities		–	328	328	–	–	137	(137)	**-100.0%**	328
Electricity Generation Facilities		–	328	328	–	–	137	(137)	**-100.0%**	328
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		153	–	–	–	–	–	–		–
Data Centres		153	–	–	–	–	–	–		–
Community Assets		**2,940**	**3,527**	**3,527**	**–**	**–**	**1,469**	**(1,469)**	**-100.0%**	**3,527**
Community Facilities		1,014	2,079	2,079	–	–	866	(866)	**-100.0%**	2,079
Halls		–	1,422	1,422	–	–	592	(592)	-100.0%	1,422
Centres		299	–	–	–	–	–	–		–
Fire/Ambulance Stations		12	–	–	–	–	–	–		–
Libraries		199	385	385	–	–	160	(160)	-100.0%	385
Cemeteries/Crematoria		5	13	13	–	–	5	(5)	-100.0%	13
Public Open Space		7	260	260	–	–	108	(108)	-100.0%	260
Public Ablution Facilities		408	–	–	–	–	–	–		–
Markets		83	–	–	–	–	–	–		–
Airports		1	–	–	–	–	–	–		–
Sport and Recreation Facilities		1,926	1,448	1,448	–	–	603	(603)	**-100.0%**	1,448
Outdoor Facilities		1,926	1,448	1,448	–	–	603	(603)	-100.0%	1,448
Heritage assets		–	–	–	–	–	–	–		–
Investment properties		**409**	**742**	**742**	**–**	**–**	**309**	(309)	-100.0%	**742**
Revenue Generating		–	371	371	–	–	155	(155)	**-100.0%**	371
Improved Property		–	185	185	–	–	77	(77)	-100.0%	185
Unimproved Property		–	185	185	–	–	77	(77)	-100.0%	185
Non-revenue Generating		409	371	371	–	–	155	(155)	**-100.0%**	371
Improved Property		409	185	185	–	–	77	(77)	-100.0%	185
Unimproved Property		–	185	185	–	–	77	(77)	-100.0%	185
Other assets		**1,653**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Operational Buildings		1,653	–	–	–	–	–	–		–
Municipal Offices		1,604	–	–	–	–	–	–		–
Workshops		49	–	–	–	–	–	–		–
Housing		–	–	–	–	–	–	–		–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**

Description R thousands	Ref 1	2023/24 Audited Outcome	Budget Year 2024/25 Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Intangible Assets		**12**	**128**	**128**	**–**	**21**	**53**	**(32)**	-60.9%	**128**
Licences and Rights		12	128	128	–	21	53	(32)	**-60.9%**	128
Water Rights		–	17	17	–	–	7	(7)	-100.0%	17
Computer Software and Applications		12	111	111	–	21	46	(25)	-55.0%	111
Computer Equipment		**669**	**2,373**	**2,373**	**–**	**–**	**989**	**(989)**	-100.0%	**2,373**
Computer Equipment		669	2,373	2,373	–	–	989	(989)	-100.0%	2,373
Furniture and Office Equipment		**834**	**630**	**630**	**–**	**–**	**263**	**(263)**	-100.0%	**630**
Furniture and Office Equipment		834	630	630	–	–	263	(263)	-100.0%	630
Machinery and Equipment		**2,221**	**1,505**	**1,505**	**–**	**–**	**627**	**(627)**	-100.0%	**1,505**
Machinery and Equipment		2,221	1,505	1,505	–	–	627	(627)	-100.0%	1,505
Transport Assets		**2,005**	**6,921**	**6,921**	**–**	**–**	**2,884**	**(2,884)**	-100.0%	**6,921**
Transport Assets		2,005	6,921	6,921	–	–	2,884	(2,884)	-100.0%	6,921
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Depreciation	1	**34,241**	**54,219**	**54,219**	**–**	**21**	**22,591**	**22,570**	**99.9%**	**54,219**

WC022 Witzenberg - Supporting Table SC13e Monthly Budget Statement - capital expenditure on upgrading of existing assets by asset class - M05 November

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class										
Infrastructure		**24,326**	**48,721**	**48,727**	**1,110**	**4,028**	**15,705**	(11,677)	**-74.4%**	**48,727**
Roads Infrastructure		18,633	585	585	–	–	244	(244)	**-100.0%**	585
Roads		–	100	100	–	–	42	(42)	**-100.0%**	100
Road Structures		18,633	485	485	–	–	202	(202)	**-100.0%**	485
Storm water Infrastructure		–	450	450	–	–	188	(188)	**-100.0%**	450
Storm water Conveyance		–	450	450	–	–	188	(188)	**-100.0%**	450
Electrical Infrastructure		5,693	30,702	30,709	185	1,647	8,629	(6,982)	**-80.9%**	30,709
HV Substations		1,373	25,000	25,000	25	555	6,250	(5,695)	**-91.1%**	25,000
MV Substations		1,500	500	920	–	679	383	296	**77.1%**	920
MV Networks		1,820	1,609	1,309	–	–	545	(545)	**-100.0%**	1,309
LV Networks		1,000	3,593	3,480	160	413	1,450	(1,037)	**-71.5%**	3,480
Water Supply Infrastructure		–	3,340	3,340	–	–	960	(960)	**-100.0%**	3,340
Water Treatment Works		–	500	500	–	–	208	(208)	**-100.0%**	500
Distribution		–	2,840	2,840	–	–	752	(752)	**-100.0%**	2,840
Sanitation Infrastructure		–	13,643	13,643	925	2,381	5,685	(3,303)	**-58.1%**	13,643
Waste Water Treatment Works		–	13,643	13,643	925	2,381	5,685	(3,303)	**-58.1%**	13,643
Solid Waste Infrastructure		–	–	–	–	–	–	–		–
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		–	–	–	–	–	–	–		–
Community Assets		**3,865**	**100**	**100**	**–**	**–**	**42**	**(42)**	**-100.0%**	**100**
Community Facilities		828	100	100	–	–	42	(42)	**-100.0%**	100
Cemeteries/Crematoria		–	100	100	–	–	42	(42)	-100.0%	100
Markets		828	–	–	–	–	–	–		–
Sport and Recreation Facilities		3,037	–	–	–	–	–	–		–
Outdoor Facilities		3,037	–	–	–	–	–	–		–
Heritage assets		–	–	–	–	–	–	–		–
								–		
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Revenue Generating		–	–	–	–	–	–	–		–
Non-revenue Generating		–	–	–	–	–	–	–		–
Other assets		**–**	**600**	**1,020**	**1**	**18**	**425**	**(407)**	**-95.8%**	**1,020**
Operational Buildings		–	600	1,020	1	18	425	(407)	**-95.8%**	1,020
Municipal Offices		–	300	720	1	18	300	(282)	-94.0%	720
Workshops		–	300	300	–	–	125	(125)	-100.0%	300
Housing		–	–	–	–	–	–	–		–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Intangible Assets		**–**	**200**	**200**	**–**	**–**	**83**	**(83)**	-100.0%	**200**
Licences and Rights		–	200	200	–	–	83	(83)	**-100.0%**	200
Computer Software and Applications		–	200	200	–	–	83	(83)	-100.0%	200
Computer Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Machinery and Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Transport Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Capital Expenditure on upgrading of existing assets	1	**28,191**	**49,621**	**50,047**	**1,111**	**4,046**	**16,255**	**12,209**	**75.1%**	**50,047**

3.2 SUPPLY CHAIN MANAGEMENT

3.2.1 Demand and Acquisition

3.2.1.1 Advertisement stage

The following formal written price quotations are currently in the advertisement stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/22/46	Supply, delivery and offloading of wooden transmission poles	05-Dec-2024

The following competitive bids are currently in the advertisement stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/21/09	Provision of services as an Implementing agent for specified human settlement projects in the Witzenberg Municipal area	03-Dec-2024
08/2/21/82	Electrical and mechanical maintenance of water and sewer pump stations, treatment works and related infrastructure in Witzenberg area	24-Jan-2025
08/2/22/29	Upgrade of Ceres 11KV switching substation	04-Dec-2024
08/2/22/40	Maintenance & Upgrading of Municipal Geographic Information System	24-Jan-2025
08/2/22/42	Energy efficient interventions in Witzenberg Municipal area	10-Dec-2024
08/2/22/43	Implementation of Protection study and the supply of associated equipment for the electricity network in Witzenberg Municipal area for a multi-year period	11-Dec-2024

3.2.1.2 Evaluation stage:

The following competitive bids are currently in the evaluation stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/21/16	Supply and delivery of Electrical Equipment	03-Oct-2024	21-Nov-2024	M Grove
08/2/21/51	Clearing of Alien Vegetation in Witzenberg Municipal area	25-Sep-2024	27-Sep-2024	H Truter
08/2/21/89	Supply and delivery of Crushed Stone aggregate and sand	05-Sep-2024	04-Oct-2024 BEC: 14-Nov-2024	E Lintnaar
08/2/22/17	Invitation For Long Term Borrowings	09-Oct-2024	04-Nov-2024	WP Mars
08/2/22/27	Hiring of double Axle combination vacuum and jetting truck and 12000 litre super sucker vacuum truck	15-Nov-2024	Awaiting	N Jacobs

The following formal written price quotations are currently in the evaluation stage:

3.2 VOORSIENINGSKANAAL BESTUUR

3.2.1 Aanvraag en Verkryging

3.2.1.1 Adverteringsfase

Die volgende formele geskrewe pryskwotasies is tans in die adverteringsfase nie.

Die volgende mededingende tenders is tans in die adverteringsfase:

3.2.1.2 Evaluering stadium:

Die volgende mededingende tenders is tans in die evalueringsfase:

Die volgende formele geskrewe pryskwotasie is tans in die evalueringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/22/11	Clearing of overgrown erven in the Witzenberg Municipal area	25-Sep-2024	27-Sep-2024	H Truter
08/2/22/15	Supply and delivery of protective clothing	15-Oct-2024	12-Nov-2024	N Jacobs
08/2/22/16	Supply, delivery and off-loading of calcium hypochlorite and water purification Lime	15-Nov-2024	Awaiting	M Frieslaar
08/2/22/26	Appointment of a service provider to provide Veterinarian services (re-advertisement)	22-Nov-2024	22-Nov-2024	H Truter
08/2/22/45	Supply and delivery of one steel container	22-Nov-2024	22-Nov-2024	H Truter
08/2/22/47	Supply and delivery of new aluminium windows for Witzenville community hall, Tulbagh	21-Nov-2024	22-Nov-2024	H Truter
08/2/22/53	Painting of Bella Vista community and ablution facility at Bella Vista ablution facility	29-Nov-2024	Awaiting	H Truter
08/2/22/56	Supply and delivery of Trend Micro Vision One	22-Nov-2024	Awaiting	R Rhode

3.2.1.3 Adjudication stage

The following competitives bid are currently in the adjudication stage:

3.2.1.3 Toekenningsfase:

Die volgende mededingende tenders is tans in die toekenningsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE OF BEC	DATE OF BAC
08/2/19/39	Supply and delivery of electricity metering and related equipment (Line 11 & 13)	18-Aug-2022	16-Mar-2023 19-Oct-2023	15-May-2023 Referred back
08/2/21/27	Supply, upgrade and replacement of Water networks in the Witzenberg area	23-Feb-2024	25-Apr-2024 BEC: 06 Jun 2024 18 Jun 2024 Referred Back BEC: 05-09-2024 21-11-2024	-
08/2/21/90	Supply and delivery of Copy Paper	05-Sep-2024	14-Nov-2024	-
08/2/21/91	Review of Witzenberg Municipal spatial development framework	05-Sep-2024	17-Oct-2024	-

No formal written price quotations are currently in the adjudication stage.

Geen formele geskrewe prys kwotasie is tans in die Toekenningsfase nie.

3.2.1.4 Bids awarded

The following bids were awarded by the Bid Adjudication Committee during the month of November 2024:

3.2.1.4 Tenders toegeken

Die volgende tenders was toegeken deur die Tender Toekenningskomitee gedurende November 2024:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Estimated Value (incl. VAT)
NONE					

The following bids were awarded by the Accounting Officer during the month of November 2024.

Die volgende tenders was toegeken deur die Rekenpligtige Beampte gedurende November 2024

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Estimated Value (incl. VAT)
NONE					

3.2.1.5 Paragraph 13 (1): Cancellation and re-invitation of tenders

The following bids were cancelled during November 2024:

3.2.1.5 Paragraaf 13 (1): Kansellasie en her-uitnodiging van tenders

Die volgende tenders was gekanselleer gedurende November 2024:

Bid ref number	Date	Brief description of services	Reason why bid is cancelled
08/2/21/38	13-Nov-2024	Streets And Stormwater Maintenance In Witzenberg Municipal Area	No responsive bid received
08/2/22/05	06-Nov-2024	Appointment Of A Service Provider For Training Of Business Mentorship Programme & Capacity Building	No acceptable bid received
08/2/22/24	14-Nov-2024	Sale of erf 3280 Tulbagh for purpose of a place of worship	No bid received
08/2/22/47	06-Nov-2024	Appointment Of A Service Provider For Training Of Business Mentorship Programme & Capacity Building	No acceptable bid received

3.2.1.6 Paragraph 19 (1) l and 19 (2): Written price quotations

The following written price quotations were approved during the month of November 2024:

3.2.1.6 Paragraaf 19 (1) (c) en 19 (2): Geskrewe Prys Kwotasies

Die volgende geskrewe prys kwotasies was goedgekeur gedurende November 2024:

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
185714	22/11/2024	Roy Steele & Associates CC	Professional Services: Rendering Recruitment Services – Manager Administration	Only responsive quotation	R 25 000.00 (Incl. VAT)	Chief Financial Officer
185767	28/11/2024	Sondlo and Knopp Advertising	Publish Notice: Advertisement of Various Vacancies	Only responsive quotation	R 13 986.91 (Incl. VAT)	Chief Financial Officer

3.2.1.7 Formal Written Price Quotations

The following formal written price quotations, in excess of R 30 000 were awarded by an official acting in terms of a sub-delegation for the month of November 2024:

3.2.1.7 Formele Geskrewe Prys Kwotasies

Die volgende formele geskrewe kwotasies, wat meer is as R 30 000.00 is toegeken deur 'n amptenaar wat in terme van 'n sub-afvaardiging vir die maand van November 2024:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Amount (Incl. VAT)	Official acting i.t.o sub delegation
08/2/21/86	15-Nov-2024	Pancare Properties (PTY) Ltd	Supply and installation of aluminium shop front double door and staircase railing (re-advertisement)	Bidder scored highest total points	R 97 029.90 (non-VAT)	Director: Corporate Services
08/2/22/10	04-Nov-2024	Take Note Trading 245 CC	Supply and delivery of drain rods, tools and accessories	Only responsive bidder	R 221 467.00	Acting Director: Technical Services

08/2/22/30	15-Nov-2024	DAV General Dealer (PTY) Ltd	Lease of the café building at the Pine Forest holiday resort	Only responsive bidder	R 16 000.00	Acting Director: Community Services
08/2/22/35	15-Nov-2024	Chipper Doctor (PTY) Ltd	Service and repair to Woodchipper	Only responsive bidder	R 225 925.41 (non-VAT)	Acting Director: Technical Services
08/2/22/38	15-Nov-2024	Winelands Retail and Trade (PTY) Ltd	Manufacturing and delivery of open Roro bin	Only responsive bidder	R 132 000.00	Acting Director: Technical Services
08/2/22/50	11-Nov-2024	Roy Steel & Ass. CC	Professional services for recruitment and selection of Senior managers / Directors	Only responsive bidder	R 105 119.70	Director: Corporate Services

3.2.1.8 Appeals

The following were lodged or dealt with by the Accounting Officer during the month of November 2024:

3.2.1.8 Appèlle

Die volgende is ontvang of was hanteer deur die Rekenpligtige beampte gedurende November 2024:

Bid ref number	Date of appeal	Name of supplier that bid was awarded to	Brief description of services	Status	Amount (Incl. VAT)	Appellant	Reason for Appeal
NONE							

3.2.1.9 Deviations

The following table contains the actuals against approved deviations by the Accounting Officer for the month of November 2024 which totals R 141 404:

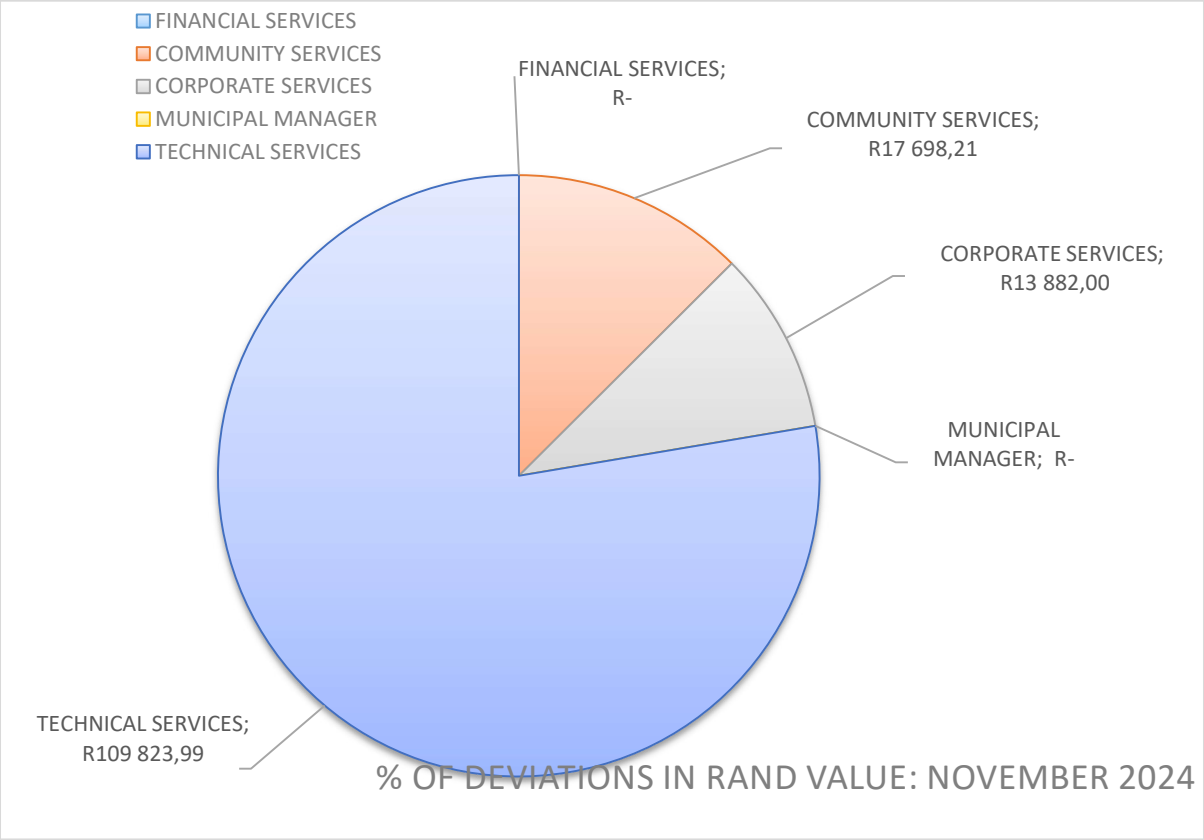
3.2.1.9 Afwykings

Die volgende tabel bevat die werklike uitgawes teen goedgekeurde afwykings deur die Rekenpligtige Beampte vir die maand van November 2024 wat beloop op die totaal van R 141 404:

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
08-Oct-24	Ceres Nico Begrafnis dienste	Pauper burial services	Impractical	185010	2 500,00
08-Nov-24	Ceres Veterinary Hospital	Impoundment, Transport & Emergency Euthanasia of Horse	Emergency	185499	6 766,21
07-Nov-24	De Kock & Cronje (PTY) Ltd	Emergency repair work at Bon Chretien substation	Emergency	185468	97 126,70
15-Nov-24	Ray's Towing (PTY) Ltd	Recovery of vehicle from Accident scene - CT 17017	Emergency	185625	12 697,29
20-Nov-24	Witzenberg Herald	Publish notice: LED Strategy workshops	Single supplier	185667	8 432,00
26-Nov-24	Witzenberg Herald	Publish notice: Media release on Spaza Shops	Single supplier	185718	13 882,00

MONTH / MAAND	DEVIATION AMOUNT AFWYKING BEDRAG	TOTAL VALUE OF ORDERS ISSUED TOTALE WAARDE VAN BESTELLINGS UITGEREIK	% DEVIATIONS OF TOTAL ORDERS ISSUED % AFWYKINGS VAN TOTALE BESTELLINGS UITGEREIK
Sep 2024	R 478 216	R 36 818 638	1.29%
Oct 2024	R 1 466 460	R 33 535 806	4.37%
Nov 2024	R 141 404	R 20 689 551	0.68%

DEVIATIONS PER DIRECTORATE:



Logistics

The table below contains a high level summary of information regarding the stores section:

Logistieke

Die tabel hieronder bevat 'n hoë vlak opsomming van inligting rakende die magasyn (stoor):

MONTH	Sep 2024	Oct 2024	Nov 2024
Value of inventory at hand	R 22 788 360	R 20 847 225	R 20 480 929
Turnover rate of total value of inventory	1.05	1.16	0.99
Date of latest stores reconciliation	30 Nov 2024		
Date of last stock count	28 Nov 2024		
Date of next stock count	14 Mar 2025		

Percentage spent on Capital Expenditure for the period ended: 30 November 2024

	Financial Services	Corporate Services	Community Services	Municipal Manager	Technical Services	Total
Budget	30,000	1,351,205	2,131,112	96,435	88,432,704	92,041,456
Actual	1,345	162,161	118,374	9,030	18,485,956	18,776,866
Percentage	4.48%	12.00%	5.55%	9.36%	20.90%	20.40%
Orders	-	611,901	527,601	47,415	27,233,079	28,419,995
	4.48%	57.29%	30.31%	58.53%	51.70%	51.28%

HJ Kritzinger
CFO

Date
11/12/2024

Signature:

Percentage spent on Preventative and corrective planned Maintenance Expenditure for the period ended: 30 November 2024

	Financial Services	Corporate Services	Community Services	Technical Services	Total
Total Budget	42,190	442,279	1,531,507	17,580,015	19,595,991
Less Repairs & Maintenance on Vehicles	42,190	233,952	721,932	2,880,948	3,879,022
for Measurement (A)	-	208,327	809,575	14,699,067	15,716,969
Total Actual	3,683	186,115	365,022	3,105,218	3,660,038
Less Repairs & Maintenance on Vehicles	3,683	115,183	161,239	886,943	1,167,047
for measurement (B)	-	70,932	203,783	2,218,276	2,492,991
Percentage		**34.05%**	**25.17%**	**15.09%**	**15.86%**

HJ Kritzinger
CFO

Date
11/12/2024

Signature:



Cash Flow Forecast

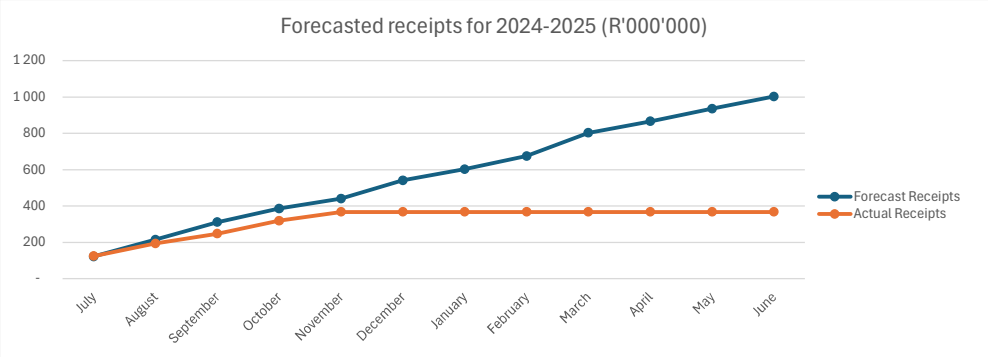
Current commitments against cash

Cash Book Balance plus Investments	R 189 028 811
Total Commitments	(R149 255 430)
Unspent Grants	(R24 674 142)
Eskom Account	(R23 104 855)
Consumer Deposits	(R10 506 007)
Provision for Rehabilitation	(R19 142 364)
Working Capital Requirement	(R17 558 940)
Payables & Accruals	(R23 227 171)
Provision Current Employee Benefits	(R31 041 951)
Uncommitted Cash Balance	**R 39 773 382**

The estimated cost coverage ratio is as follow

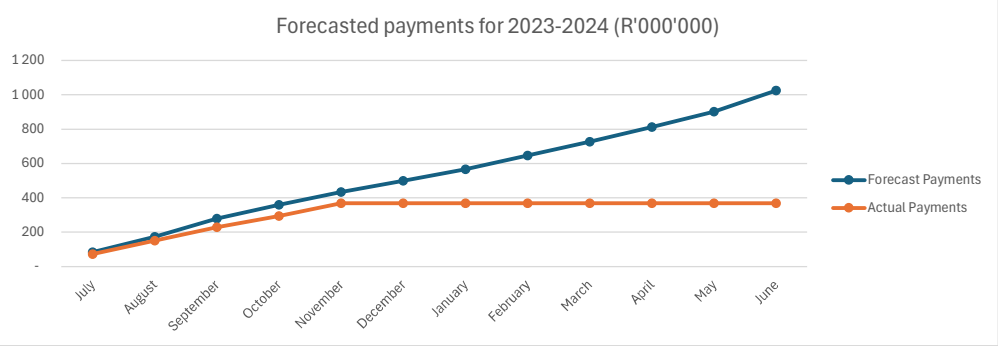
	Current
Cash and Cash Equivalents	R 189 028 811
Less Unspent Grants	R 24 674 142
Estimated Average fixed cost per month	R 71 374 194
Ratio	2,30

The ratio indicates that the municipality has sufficient cash available to cover its fixed cost for the next 2,3 months.The acceptable norm is 3 months



It is estimated that cash receipts will amount to R1000 m for the 2024-2025 Financial Year
The performance of actual receipts against projected receipts for the month can be summarised as follow

Month	Projected Receitps	Actual Receipts
September	R97m	R53m
October	R74m	R71m
November	R56m	R49m



It is estimated that cash payments will amount to R1024 m for the 2024-2025 Financial Year
The performance of actual payments against projected payments for the month can be summarised as follow

Month	Projected Payments	Actual payments
September	R106m	R78m
October	R81m	R65m
November	R74m	R74m

WITZENBERG MUNICIPALITY
APPENDIX D - Unaudited
DISCLOSURES OF GRANTS AND SUBSIDIES IN TERMS OF SECTION 123 OF MFMA, 56 OF 2003

UNSPENT AND UNPAID GOVERNMENT GRANTS AND RECEIPTS	Balance 1 JULY 2024 (Unpaid)	Grants Received	Re-payment of Unspent Grant	Operating expenditure during the year Transferred to revenue	Capital expenditure during the year Transferred to revenue	Balance 30 JUNE 2025	Unspent 2024 (Payable)	Unpaid 2024 (Receivable)	Current Year Allocation	
									(DORA) Allocation Division of Revenue Amendment	Not Yet Received
	R	R	R	R	R	R	R	R		
National Government Grants										
Finance Management Grant	-	1 600 000	-	(880 063)	-	719 937	719 937	-	1 600 000	-
Municipal infrastructure Grant	59 596	12 576 000	-	-	(5 105 864)	7 529 732	7 529 732	-	25 630 000	13 054 000
Regional Bulk Infrastructure Grant (DWAF)	548 655	-	-	-	-	548 655	548 655	-		
Integrated National Electricity Program	122 359	-	-	-	-	122 359	122 359	-		-
Equitable share	-	60 711 000	-	(60 711 000)	-	-	-	-	145 706 000	84 995 000
Department of Rural Development	471 155	-	-	-	-	471 155	471 155	-		-
Expanded Public Works Programme	(198 128)	1 092 000	-	(1 130 280)	-	(236 408)	-	236 408	1 559 000	467 000
Neighbourhood Development Plan	-	-	-	-	-	-	-	-		-
Water Service Infrastructure Grant	-	8 000 000	-	-	(2 520 203)	5 479 797	5 479 797	-	15 000 000	7 000 000
Municipal Water Infrastructure	-	-	-	-	-	-				-
Energy Efficiency and Demand-Side Management Grant	-	1 000 000	-	-	-	1 000 000			3 500 000	2 500 000
Provincial Government Grants										
Library services	-	7 123 000	-	(4 282 173)	-	2 840 827	2 840 827	-	10 683 000	3 560 000
CDW	50 948	132 000	-	(4 141)	-	178 807	178 807	-	132 000	-
Main roads	-	-	-	-	-	-	-	-		-
Municipal Infrastructure Support Grant	(1 046 497)	-	-	-	-	(1 046 497)	-	1 046 497		-
Economic Development and Tourism SMME booster	68	-	-	-	-	68	68	-		-
Public Transport	-	-	-	-	-	-	-	-		-
Municipal Accreditation and Capacity Building Grant	49 391	249 000	-	-	-	298 391	298 391	-	249 000	-
Human Settlement Development	-	-	-	-	-	-	-	-	25 000 000	25 000 000
Fire Service Capacity Building Grant	10 013	-	-	-	-	10 013	10 013	-		-
Capacity Building (Internship)	-	-	-	-	-	-	-	-		-
Municipal Infrastructure	(206 126)	-	-	-	-	(206 126)	-	206 126		-
Financial Management Support	-	150 000	-	-	-	150 000	150 000	-	150 000	-
Maintenance and Construction of Transport Infrastructure	(5 061 033)	-	-	-	(142 592)	(5 203 625)	-	5 203 625	1 375 000	1 375 000
Local Government Support Grant	-	-	-	-	-	-	-	-		-
Regional Social Econimical Program	-	-	-	-	-	-	-	-		-
Local Government Employment Grant	-	-	-	-	-	-	-	-		-
Municipal Service Delivery & Capacity Building	-	-	-	-	-	-	-	-		-
Informal Settlements Upgrading Partnership Grant: Provinces (Beneficiaries)	(4 493 639)	4 549 991	-	(4 988 243)	-	(4 931 891)	-	4 931 891	1 532 000	(3 017 991)
Sport and Recreation	-	-	-	-	-	-	-	-		-
Municipal Energy Resilience Grant	-	700 000	-	-	-	700 000	700 000	-	700 000	-
Electronic Case Management Intervention	-	-	-	-	-	-	-	-		-
Loadshedding	-	-	-	-	-	-	-	-		-
Water Resilience	-	-	-	-	-	-	-			-
Municipal Service Delivery	-	-	-	-	-	-	-			-
Acceleration of Housing Delivery	-	-	-	-	-	-			7 788 000	7 788 000
Thusong service centres grant: Sustainability Operational Support Grant	-	-	-	-	-	-			150 000	150 000
District Municipality	-									
Parks and recreation	800 001	-	-	-	-	800 001	800 001	-		-
Sanitation Infrastructure	-	-	-	-	-	-	-	-		-
Planning and Development	100 000	-	-	-	-	100 000	100 000	-		-
Infrastructure	300 207	-	-	-	-	300 207	300 207	-		-
Covid 19	1 944 236	-	-	-	-	1 944 236	1 944 236	-		-
Safety Project	(84 065)	-	-	-	-	(84 065)	-	84 065		-
OPEX Tourism	-	-	-	-	-	-	-	-		-
Other	-									
Table Mountain - Clearing Alien Vegetation	-	-	-	-	-	-	-	-		-
Development Bank of South Africa	-	-	-	-	-	-	-	-		-
Nedbank	-	476 273	-	-	-	476 273	476 273	-		-
Perdekraal Wind Farm	-	2 000 000	-	-	-	2 000 000	2 000 000	-	300 000	(1 700 000)
	-									-
Public Contributions	-									-
Essen Belgium	3 684	-	-	-	-	3 684	3 684	-		-
China - Water meters	-	-	-	-	-	-	-	-		-
Total	**(6 629 175)**	**100 359 264**	**-**	**(71 995 900)**	**(7 768 659)**	**13 965 530**	**24 674 142**	**11 708 612**	**241 054 000**	**141 171 009**

Revenue in respect of Capital grants only recognised when Capitalisation of related Capital Grant Expenditure is processed. VAT portion recognised on a monthly basis. **13 965 530**

Insurance Report - November 2024

Aging of Insurance Claims

Type of Claim	30 days or Less	More than 30 days	60 days or more	More than 120 Days	Total
Property Loss/damage	0	1	1	3	5
Motor Accident	2	0	0	7	9
Public Liability	2	3	2	15	22
Glass	0	0	0	0	0
Money loss	0	0	0	0	0
	4	4	3	25	36

High Value Third Party Claims

Claim Description	Value
Third Party fell on pavement after stepping into hole covered by grass	R 585,766
Third party stepped into hole of manhole cover on c/o Friesland & Delta Street,	R 628,370
Third Party Fell into an open manhole,corner Rooiels Avenue and Karee	R 2,551,000
Haywood R Elec Serv. (Five YO Boy burned at Pumpstation)	R 1,210,000

High Value Property Loss/Damage and Motor Accident Claims

Claim Description	Value
CT 14428 Trailer broke causing damage to enjin	R 40,000
Storm damage to Storm Water Channel	R 3,195,000

Claims Movement for the Month : November

	Property Loss/damage	Motor Accident	Public Liability	Glass	Money loss
Opening Balance	6	12	24	2	0
New Claims	0	0	0	0	0
Claims Closed	1	3	2	2	0
Closing Balance	5	9	22	0	0

OVERTIME & STANDBY REPORT NOVEMBER 2024

OVERTIME	YTD 2024/25	YTD vs Budget %	Adjusted Budget	Original Budget	Projected	Projected Saving / (Shortfall)	Actual 2023/24
Administration	5,536	40.3%	13,721	13,721	13,287	434	12,528
Cemetries	143,953	74.4%	193,482	193,482	345,487	-152,005	155,234
Community Halls And Facilities	139,953	36.7%	381,439	381,439	335,888	45,551	320,240
Council Cost	0		0	0	0	0	0
Electricity*	849,196	28.1%	3,019,523	3,019,523	2,038,071	981,452	2,170,666
Enviromental Protection	0		0	0	0	0	0
Fire Protection Sevices	0	0.0%	24,922	24,922	0	24,922	18,683
Housing: Administration	0	0.0%	2,982	2,982	0	2,982	0
Human Resources	0		0	0	0	0	0
IDP	0	0.0%	6,883	6,883	0	6,883	13,258
Information Tecnology	0		0	0	0	0	0
Internal Audit	0		0	0	0	0	0
L E D	0		0	0	0	0	0
Library Services*	0	0.0%	3,658	3,658	0	3,658	0
Marketing & Communications	213,562	43.3%	493,272	493,272	512,548	-19,276	435,922
Mechanical Workshop	126,135	35.6%	354,719	354,719	302,724	51,995	296,374
Parks	129,950	52.1%	249,266	249,266	311,880	-62,614	188,391
Performance Management	0		0	0	0	0	0
Pine Forest*	249,367	32.1%	777,271	777,271	598,480	178,791	659,857
Project Management	0		0	0	0	0	0
Property & Legal Services	0		0	0	0	0	0
Public Toilets	70,302	53.5%	131,494	131,494	168,724	-37,230	136,351
Recreational Land	144,221	47.4%	304,156	304,156	346,130	-41,974	269,255
Roads	174,789	47.9%	364,774	364,774	419,494	-54,720	334,875
Sewerage	1,026,056	29.9%	3,427,782	3,427,782	2,462,535	965,247	2,579,774
Social & Welfare Services	3,238	55.8%	5,801	1,801	7,772	-1,971	3,389
Solid Waste*	970,796	37.7%	2,574,555	2,574,555	2,329,909	244,646	2,326,132
Stormwater Management	101,453	34.5%	293,855	293,855	243,487	50,368	206,319
Supply Chain Management	57,377	46.3%	123,986	123,986	137,705	-13,719	89,348
Swimming Pools	17,785	17.6%	101,018	101,018	42,683	58,335	100,085
Thusong Centre	0		0	0	0	0	0
Town Secretary	824	258.2%	319	319	1,977	-1,658	1,043
Traffic	1,837,311	36.8%	4,994,053	4,994,053	4,409,547	584,506	4,424,660
Treasury*	71,211	30.0%	237,102	237,102	170,907	66,195	164,336
Vehicle Licensing & Testing	171,571	45.7%	375,598	375,598	411,771	-36,173	380,508
Water Distribution	772,441	28.6%	2,702,500	2,702,500	1,853,857	848,643	2,045,934
TOTAL OVERTIME	**7,277,026**	**34.4%**	**21,158,131**	**21,154,131**	**17,464,862**	**3,693,269**	**17,333,164**

STANDBY	YTD 2024/25	YTD vs Budget %	Adjusted Budget	Original Budget	Projected	Projected Saving / (Shortfall)	Actual 2023/24
Administration	9,546	65.8%	14,508	14,508	22,911	-8,403	17,070
Cemetries	52,577	48.4%	108,673	108,673	126,185	-17,512	96,128
Community Halls And Facilities	55,118	35.3%	156,001	156,001	132,282	23,719	127,781
Council Cost	0		0	0	0	0	0
Electricity*	228,279	38.7%	589,587	589,587	547,870	41,717	526,278
Enviromental Protection	0		0	0	0	0	0
Fire Protection Sevices	413,431	37.8%	1,092,585	1,092,585	992,235	100,350	955,372
Housing: Administration	1,659	6.3%	26,237	26,237	3,982	22,255	14,848
Human Resources	0		0	0	0	0	0
IDP	0		0	0	0	0	0
Information Tecnology	23,068	34.6%	66,629	66,629	55,364	11,265	57,974
Internal Audit	0		0	0	0	0	0
L E D	0		0	0	0	0	0
Library Services	2,556	61.8%	4,136	4,136	6,135	-1,999	4,181
Marketing & Communications	0		0	0	0	0	0
Mechanical Workshop	64,939	40.4%	160,916	160,916	155,855	5,061	143,448
Parks	85,636	36.1%	236,975	236,975	205,526	31,449	197,997
Performance Management	0		0	0	0	0	0
Pine Forest*	65,710	47.8%	137,366	137,366	157,704	-20,338	134,057
Project Management	0		0	0	0	0	0
Property & Legal Services	0		0	0	0	0	0
Public Toilets	0		0	0	0	0	0
Recreational Land	89,961	40.7%	221,215	221,215	215,906	5,309	193,214
Roads	157,290	41.3%	381,069	381,069	377,497	3,572	363,508
Sewerage	248,243	35.7%	694,523	694,523	595,783	98,740	560,270
Social & Welfare Services	0		0	0	0	0	0
Solid Waste*	35,829	24.8%	144,348	144,348	85,990	58,358	124,576
Stormwater Management	90,835	36.3%	249,921	249,921	218,005	31,916	214,594
Supply Chain Management	23,189	36.6%	63,339	63,339	55,654	7,685	57,300
Swimming Pools	3,525	32.8%	10,750	10,750	8,460	2,290	6,243
Thusong Centre	0		0	0	0	0	0
Town Secretary	0		0	0	0	0	0
Traffic	616,458	38.3%	1,607,692	1,607,692	1,479,500	128,192	1,431,510
Treasury*	27,754	39.3%	70,539	70,539	66,610	3,929	61,487
Vehicle Licensing & Testing	65,290	36.9%	177,155	177,155	156,697	20,458	160,741
Water Distribution	207,771	36.4%	570,884	570,884	498,651	72,233	478,657
TOTAL STANDBY	**2,568,667**	**37.9%**	**6,785,048**	**6,785,048**	**6,164,801**	**620,247**	**5,927,235**

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

QUALITY CERTIFICATE

I, Mr D Nasson, Municipal Manager of Witzenberg Municipality, hereby certify that the monthly in year monitoring reports for the month of November 2024 has been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act.

Mr D Nasson

Municipal Manager of WITZENBERG MUNICIPALITY

Signature: _____

Date: 12/12/2024

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

Monthly Budget Statement Report Section 71 for December 2024

Financial data is in respect of the period 1 July 2024 to 31 December 2024

Glossary

Adjustments Budgets – Prescribed in section 28 of the Municipal Finance Management Act. It is the formal means by which a municipality may revise its budget during a financial year.

Allocations – Money received from Provincial or National Government or other municipalities.

AFS – Annual Financial Statements

Budget – The financial plan of a municipality.

Budget related policy – Policy of a municipality affecting or affected by the budget.

Capital Expenditure – Spending on municipal assets such as land, buildings, distribution networks, treatment plants and vehicles. Any capital expenditure must be reflected as an asset on a municipality's balance sheet.

Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality, and the month end balances of cash and short term investments. Cash receipts and payments do not always coincide with budgeted income and expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month that the services or goods are received, even though it may not be paid in the same period.

CFO – Chief Financial Officer / Director: Finance

DORA – Division of Revenue Act. An annual piece of legislation indicating the allocations from National Government to Local Government.

Equitable Share – A general grant paid to municipalities. It is predominantly targeted to assist with free basic services.

Fruitless and wasteful expenditure – Expenditure that was made in vain and would have been avoided had reasonable care been exercised.

GDFI - Gross Domestic Fixed Investment

GFS – Government Finance Statistics. An internationally recognised classification system that facilitates comparisons between municipalities.

GRAP – Generally Recognized Accounting Practice. The new standard for municipal accounting and basis upon which AFS are prepared.

IDP – Integrated Development Plan. The main strategic planning document of a municipality.

KPI's – Key Performance Indicators. Measures of service output and/or outcome.

MFMA – Municipal Finance Management Act (No 53 of 2003). The principle piece of legislation relating to municipal financial management.

Glossary (Continued)

MIG – Municipal Infrastructure Grant

MPRA – Municipal Property Rates Act (No 6 of 2004).

MTREF – Medium Term Revenue and Expenditure Framework as prescribed by the MFMA sets out indicative revenue and projected expenditure for the budget year plus two outer financial years to determine the affordability level. Also includes details of the previous three years and current years' financial position.

NT – National Treasury

Net Assets – Net assets are the residual interest in the assets of the entity after deducting all its liabilities. This means the net assets of the municipality equates to the "net wealth" of the municipality, after all assets were sold/recovered and all liabilities paid. Transactions which do not meet the definition of Revenue or Expenses, such as increases in values of Property, Plant and Equipment where there is no inflow or outflow of resources are accounted for in Net Assets.

Operating Expenditure – Spending on the day to day expenses of a municipality such as general expenses, salaries & wages and repairs & maintenance.

Rates – Local Government tax based on assessed valuation of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.

RBIG – Regional Bulk Infrastructure Grant

R&M – Repairs and maintenance on property, plant and equipment.

SCM – Supply Chain Management.

SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.

Strategic Objectives – The main priorities of a municipality as set out in the IDP Budgeted spending must contribute towards achievement of these strategic objectives.

TMA – Total Municipal Account

Unauthorised expenditure – Generally, **s**pending without, or in excess of, an approved budget.

Virement – A transfer of budget.

Virement Policy - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

Vote – One of the main segments into which a budget is divided, usually at department level.

WM – Witzenberg Municipality

Legal requirements

2.3 Monthly budget statements

In terms of Section 71 of the MFMA the accounting officer must prepare monthly budget statements that comply with this section. This section read as follows:

"71. *(1) The accounting officer of a municipality must by no later than 10 working days after the end of each month submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality's budget reflecting the following particulars for that month and for the financial year up to the end of that month:*

(a) Actual revenue, per revenue source;
(b) actual borrowings;
(c) actual expenditure, per vote;
(d) actual capital expenditure, per vote;
(e) the amount of any allocations received;
(f) actual expenditure on those allocations, excluding expenditure on—
(i) its share of the local government equitable share; and
(ii) allocations exempted by the annual Division of Revenue Act from compliance with this paragraph; and
(g) when necessary, an explanation of—
(i) any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote;
(ii) any material variances from the service delivery and budget implementation plan; and
(iii) any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality's approved budget.

(2) The statement must include—

(a) a projection of the relevant municipality's revenue and expenditure for the rest of the financial year, and any revisions from initial projections; and
(b) the prescribed information relating to the state of the budget of each municipal entity as provided to the municipality in terms of section 87(10).

(3) The amounts reflected in the statement must in each case be compared with the corresponding amounts budgeted for in the municipality's approved budget.

(4) The statement to the provincial treasury must be in the format of a signed document and in electronic format.

(5) The accounting officer of a municipality which has received an allocation referred to in subsection (1)(e) during any particular month must, by no later than 10 working days after

2.3 Maandelikse begroting state

In terme van Artikel 71 van die MFMA die rekenpligtige beampte moet 'n maandelikse begroting state wat voldoen aan hierdie artikel. Hierdie artikel lees soos volg:

*"**71. (1)** Die rekenpligtige beampte van 'n munisipaliteit moet nie later as 10 werk dae na die einde van elke maand aan die burgemeester van die munisipaliteit en die betrokke Provinsiale Tesourie 1 verklaring in die voorgeskrewe formaat oor die toestand van die munisipaliteit se begroting wat die volgende besonderhede vir die maand en vir die finansiële jaar tot die einde van die maand:*

(a) werklike inkomste per bron van inkomste;
(b) werklike lenings;
(c) die werklike uitgawes per stem;
(d) die werklike kapitaalbesteding, per stem;
(e) die bedrag van enige toekennings ontvang;
(f) die werklike uitgawes op daardie toekennings, uitgesluit besteding op
(i) sy deel van die plaaslike regering billike deel;
(ii) toekennings vrygestel is by die jaarlikse Verdeling van Inkomste van die nakoming van hierdie paragraaf, en
(g) wanneer dit nodig is, 'n verduideliking van-
(i) enige wesenlike afwykings van die munisipaliteit se geprojekteerde inkomste deur die bron, en van die munisipaliteit se uitgawe projeksies per stem;
(ii) enige wesenlike afwykings van die dienslewering en begrotings implementeringsplan;
(iii) enige remediërende of korrektiewe stappe geneem is of geneem word om te verseker dat die geprojekteerde inkomste en uitgawes in die munisipaliteit se goedgekeurde begroting bly.

(2) Die staat moet die volgende insluit-

(a) 'n projeksie van die betrokke munisipaliteit se inkomste en uitgawes vir die res van die finansiële jaar, en enige wysigings van die aanvanklike projeksies, en
(b) die voorgeskrewe inligting met betrekking tot die toestand van die begroting van elke munisipale entiteit wat aan die munisipaliteit in terme van artikel 87 (10).

(3) die bedrae wat in die verklaring moet in elke geval in vergelyking met die ooreenstemmende bedrae begroot vir die munisipaliteit se goedgekeurde begroting.

(4) Die verklaring aan die provinsiale tesourie moet in die formaat van 'n getekende dokument en in elektroniese formaat.

(5) Die rekenpligtige beampte van 'n munisipaliteit wat 'n toekenning bedoel in subartikel (1)(e) gedurende 'n bepaalde maand ontvang het, moet nie later nie as 10 werksdae na die

the end of that month, submit that part of the statement reflecting the particulars referred to in subsection (1)(e) and (f) to the national or provincial organ of state or municipality which transferred the allocation.

(6) The provincial treasury must by no later than 22 working days after the end of each month submit to the National Treasury a consolidated statement in the prescribed format on the state of the municipalities' budgets, per municipality and per municipal entity.

(7) The provincial treasury must, within 30 days after the end of each quarter, make public as may be prescribed, a consolidated statement in the prescribed format on the state of municipalities' budgets per municipality and per municipal entity. The MEC for finance must submit such consolidated statement to the provincial legislature no later than 45 days after the end of each quarter."

einde van die maand, moet daardie deel van die verklaring wat die besonderhede bedoel in subartikel (1)(e) en (f) om die nasionale of provinsiale orgaan van die staat of munisipaliteit wat die toekenning oorgedra

(6) Die Provinsiale Tesourie moet nie later nie as 22 werksdae na die einde van elke maand aan die Nasionale Tesourie 'n gekonsolideerde staat in die voorgeskrewe formaat oor die stand van die munisipaliteite se begrotings, per munisipaliteit en per munisipale entiteit.

(7) Die Provinsiale Tesourie moet, binne 30 dae na die einde van elke kwartaal, openbaar te maak as wat voorgeskryf mag word, 'n gekonsolideerde staat in die voorgeskrewe formaat oor die stand van munisipaliteite se begrotings per munisipaliteit en per munisipale entiteit. Die LUR vir finansies moet so 'n gekonsolideerde staat nie later nie as 45 dae na die einde van elke kwartaal aan die provinsiale wetgewer dien."

A MAYOR'S REPORT

Credit control for various reasons remains a challenge for the municipality.

The monthly billing was also done as scheduled and during this process 20 570 accounts amounting to R38.2 million was printed and distributed to consumers. The prepaid electricity sales amounted to R7.4 million in comparison to sales of R7.1 million for the same month during the prior financial year.

The indigent cost to the municipality for the month amounts to R 2.400 million in comparison to the prior month figure of R2.402 millon

The accumulated debtor's collection target for the year is 94%, and the actual accumulated year to date debtor's collection is 76% in comparison to a rate of 86% for the same month in the previous year.

As an additional credit control mechanism the auxiliary of 30% was implemented from 20 December 2023. For December 2024 an amount of R396 421 was recovered on this basis.

The municipality issued orders to the value of R18.8 million of which R343 thousand was in terms of deviations.

The municipality currently has R113 million in its primary bank account and R117 million in investments. The bank balance at the end of the previous month was R147 million with R45 million in investments.

The calculated cost coverage ratio of the municipality as at the end of December 2024 is 2,79 months.

B RECOMMENDATION

It is recommended that council take cognisance of the monthly financial report and supporting documents of December 2024.

C EXECUTIVE SUMMARY

The following tables provides a summary of the financial information:

A BURGEMEESTERS VERSLAG

Kredietbeheer bly 'n uitdaging vir die munisipaliteit as gevolg van verskillende redes.

Die maandelikse rekeninge is ook gehef soos geskeduleer en tydens hierdie proses is 20 570 rekeninge ten bedrae van R38.2 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R7.4 miljoen en was R7.1 miljoen vir dieselfde maand gedurende die vorige finansiele jaar.

Die deernis subsidies vir die maand beloop R 2.400 miljoen in vergelyking met die vorige maand syfer van R2.402 miljoen.

Die opgehoopte debiteure verhaling se teiken vir die jaar is 94%, en die werklike jaar tot op datum invordering is 76% in vergelyking met 86% vir dieselfde maand in die vorige finansiele jaar.

As 'n addisionele kredietbeheer meganisme is 'n aftrekking van 30% op alle voorafbetaalde kragaankope ten opsigte van agterstallige skuld vanaf 20 Desember 2023 geimplementeer. Vir die maand van Desember 2024 is 'n bedrag van R396 421 op hierdie wyse ingevorder.

Bestellings ter waarde van R18.8 miljoen uitgereik, waarvan R343 duisend ten opsigte van afwykings is.

Die munisipaliteit het R113 miljoen in die primêre bankrekening met R117 miljoen in beleggings. Die bankbalans aan die einde van die vorige maand was R147 miljoen met R45 miljoen in beleggings.

Die berekende koste dekking verhouding van die munisipaliteit soos aan die einde van Desember 2024 is 2,79 maande.

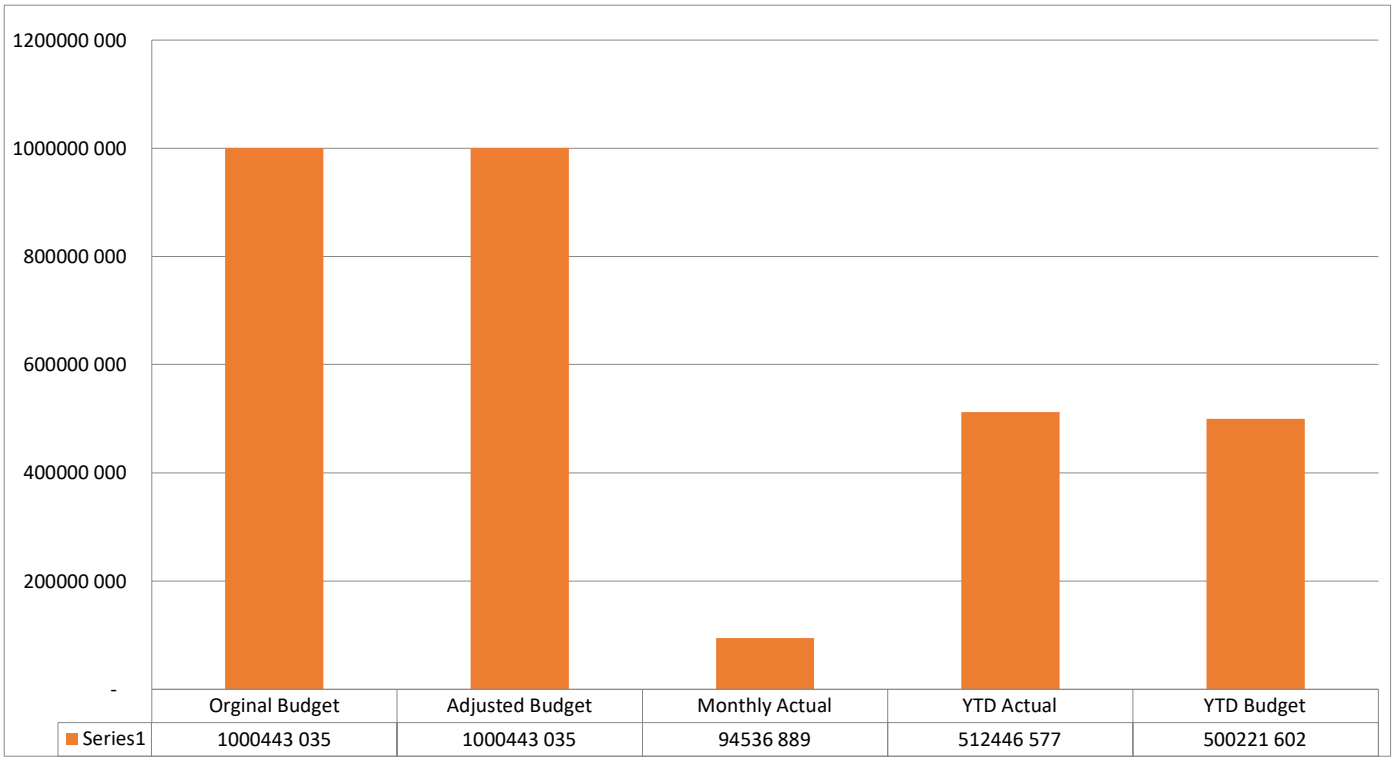
B AANBEVELING

Dit word aanbeveel dat die raad kennis neem van die finansiële maandverslag en ondersteunende dokumente vir Desember 2024.

C OPSOMMING

Die volgende tabelle voorsien n opsomming van die finansiele inligting:

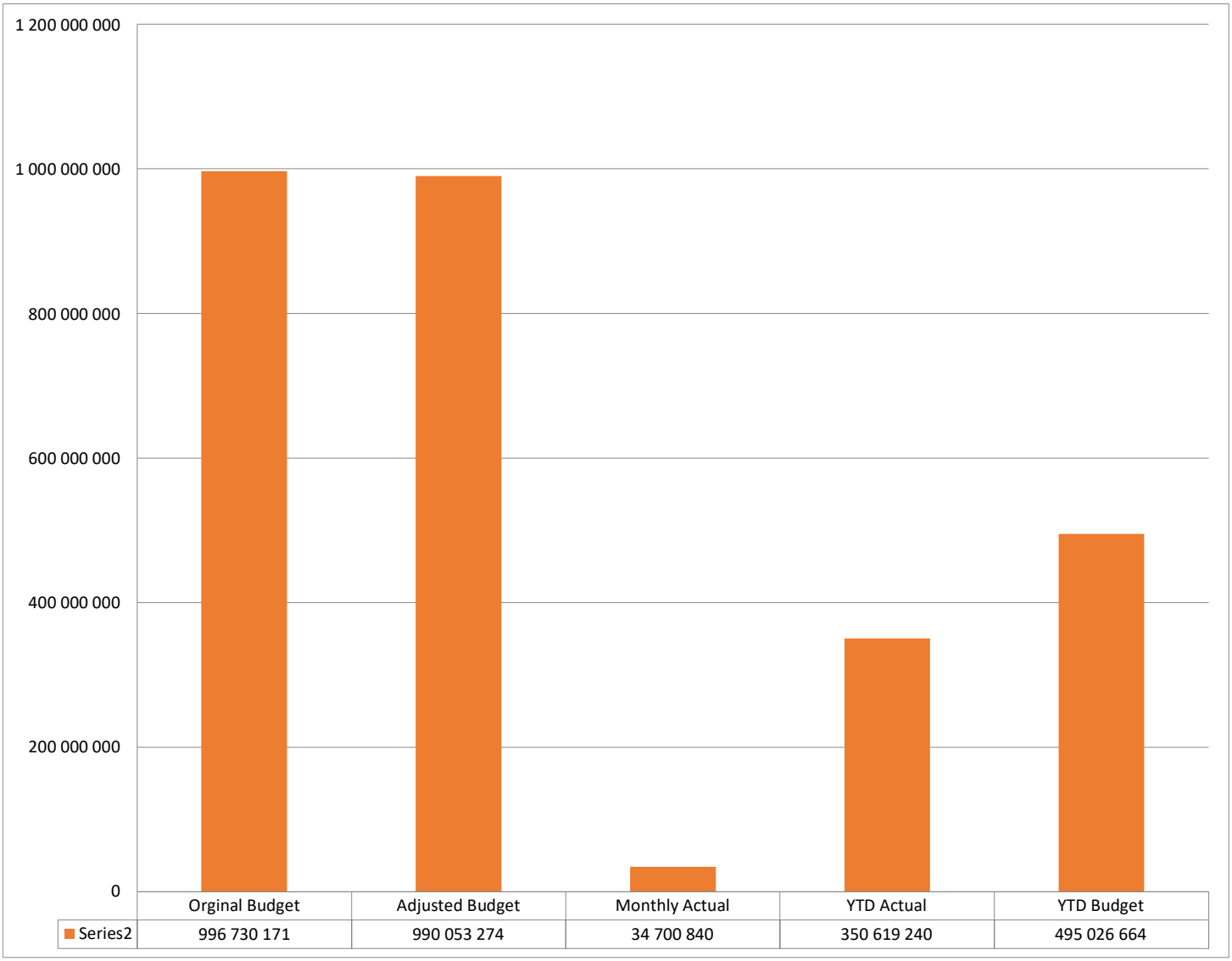
TOTAL OPERATIONAL REVENUE R'000



For the period 1 July 2024 to 31 December 2024, 51.22% of the budgeted operational revenue was raised.

Vir die periode 1 Julie 2024 tot 31 Desember 2024, is 51.22% van die begrote operasionele inkomste gehef.

TOTAL OPERATIONAL EXPENDITURE R'000



	Orginal Budget	Adjusted Budget	Monthly Actual	YTD Actual	YTD Budget
Series2	996 730 171	990 053 274	34 700 840	350 619 240	495 026 664

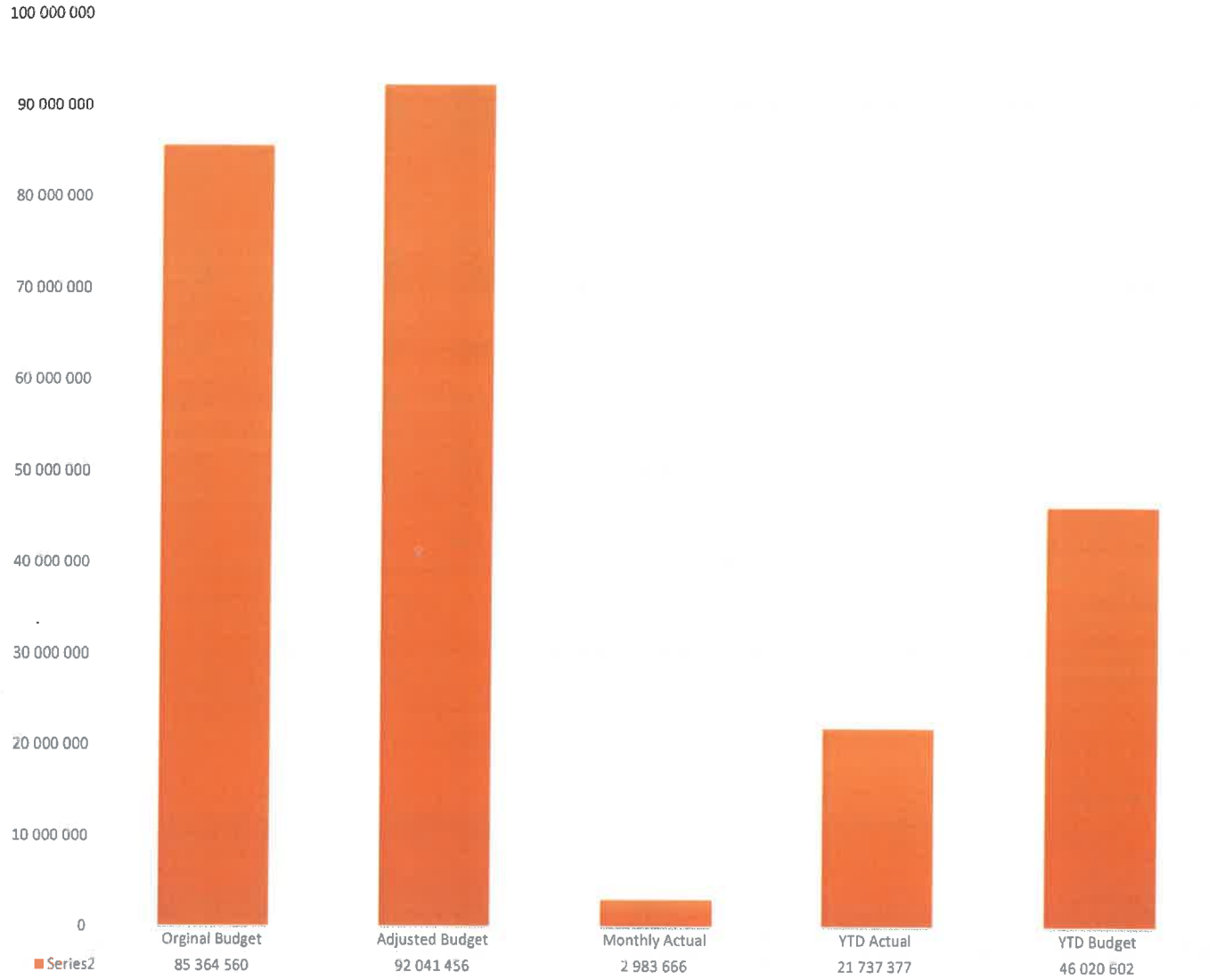
For the period 1 July 2024 to 31 December 2024, 35.41% of the budgeted operational expenditure was incurred.

Please refer to Supporting Table SC1 for explanations regarding expendiure variances.

Vir die periode 1 Julie 2024 tot 31 Desember 2024, is 35.41% van die begrote operasionele uitgawes aangegaan.

Verwys asb na "Supporting Table SC1" vir stawende redes met betrekking tot spandering afwykings.

CAPITAL EXPENDITURE R'000



For the period 1 July 2024 to 31 December, 23.62% of the budgeted capital expenditure was incurred.

Please refer to Supporting Table SC1 for explanations regarding expenditure variances.

Vir die periode 1 Julie 2024 tot 31 Desember 2024, is 23.62% van die begrote kapitale uitgawes aangegaan.

Verwys asb na "Supporting Table SC1" vir stawende redes met betrekking tot spandering afwykings.

COUNCILLOR TE ABRAHAMS
EXECUTIVE MAYOR

WC022 Witzenberg - Table C1 Monthly Budget Statement Summary - M06 December

Description	2023/24	Budget Year 2024/25							
R thousands	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Financial Performance									
Property rates	101,317	113,495	113,495	5,740	73,012	56,748	16,265	29%	113,495
Service charges	528,792	565,288	565,288	31,113	271,121	282,644	(11,523)	-4%	565,288
Investment revenue	22,019	22,444	22,444	1,431	10,185	11,222	(1,037)	-9%	22,444
Transfers and subsidies - Operational	179,020	196,213	196,213	43,535	113,853	98,106	15,747	16%	196,213
Other own revenue	93,594	67,446	67,446	12,718	44,275	33,723	10,551	31%	67,446
Total Revenue (excluding capital transfers and contributions)	**924,741**	**964,887**	**964,887**	**94,537**	**512,447**	**482,443**	**30,003**	**6%**	**964,887**
Employee costs	242,378	277,558	277,811	22,237	133,748	138,905	(5,157)	-4%	277,811
Remuneration of Councillors	11,447	12,311	12,311	972	6,156	6,156	1	0%	12,311
Depreciation and amortisation	34,241	54,219	54,219	–	21	27,109	(27,088)	-100%	54,219
Interest	5,299	10,233	10,233	–	–	5,117	(5,117)	-100%	10,233
Inventory consumed and bulk purchases	347,330	401,186	400,322	2,478	144,954	200,161	(55,207)	-28%	400,322
Transfers and subsidies	36,338	37,116	37,126	267	5,999	18,563	(12,564)	-68%	37,126
Other expenditure	189,554	204,107	198,032	8,747	59,740	99,016	(39,276)	-40%	198,032
Total Expenditure	**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/(Deficit)	**58,154**	**(31,844)**	**(25,167)**	**59,836**	**161,827**	**(12,583)**	**174,411**	**-1386%**	**(25,167)**
Transfers and subsidies - capital (monetary allocations)	36,536	35,557	35,557	–	–	17,778	(17,778)	-100%	35,557
Transfers and subsidies - capital (in-kind)	–	–	–	–	–	–	–		–
Surplus/(Deficit) after capital transfers & contributions	**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–		–
Intercompany/Parent subsidiary transactions	–	–	–	–	–	–	–		–
Surplus/ (Deficit) for the year	**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**
Capital expenditure & funds sources									
Capital expenditure	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Capital transfers recognised	37,926	39,880	39,880	2,311	9,516	19,940	(10,424)	-52%	39,880
Borrowing	1,460	25,000	25,000	–	555	12,500	(11,945)	-96%	25,000
Internally generated funds	43,815	20,485	27,161	672	11,667	13,581	(1,914)	-14%	27,161
Total sources of capital funds	**83,202**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Financial position									
Total current assets	380,735	362,903	356,892		453,495				356,892
Total non current assets	1,149,836	1,138,148	1,144,825		1,112,763				1,144,825
Total current liabilities	143,975	186,734	180,693		169,705				180,693
Total non current liabilities	124,036	181,358	181,368		131,397				181,368
Community wealth/Equity	**1,262,561**	**1,132,959**	**1,132,959**		**960,328**				**1,132,959**
Cash flows									
Net cash from (used) operating	36,411	74,112	74,112	32,284	53,780	33,994	(19,785)	-58%	935,249
Net cash from (used) investing	(76,243)	(85,365)	(92,041)	(3,435)	(24,872)	46,021	70,892	154%	92,041
Net cash from (used) financing	275	25,000	25,000	27	222	12,500	12,278	98%	25,000
Cash/cash equivalents at the month/year end	**187,245**	**231,342**	**224,665**	**–**	**216,365**	**310,109**	**93,744**	**30%**	**1,239,526**

Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	12,800	8,217	7,198	13,247	44,693	5,265	57,752	234,394	383,565
Creditors Age Analysis									
Total Creditors	482	3	23	–	–	–	–	–	507

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
Revenue - Functional										
Governance and administration		**150,655**	**153,789**	**153,789**	**8,104**	**89,207**	**76,895**	12,312	16%	**153,789**
Executive and council		28	31	31	3	16	15	1	5%	31
Finance and administration		150,628	153,758	153,758	8,101	89,191	76,879	12,312	16%	153,758
Internal audit		–	–	–	–	–	–	–		–
Community and public safety		**221,762**	**218,327**	**218,327**	**52,742**	**135,358**	**109,163**	26,195	24%	**218,327**
Community and social services		149,009	158,917	158,917	49,773	115,994	79,458	36,536	46%	158,917
Sport and recreation		9,728	7,820	7,820	468	3,116	3,910	(794)	-20%	7,820
Public safety		24,388	16,654	16,654	2,483	11,130	8,327	2,803	34%	16,654
Housing		38,637	34,936	34,936	19	5,118	17,468	(12,350)	-71%	34,936
Health		–	–	–	–	–	–	–		–
Economic and environmental services		**21,432**	**4,338**	**4,338**	**280**	**1,276**	**2,169**	(893)	-41%	**4,338**
Planning and development		4,663	3,016	3,016	280	1,249	1,508	(260)	-17%	3,016
Road transport		15,837	1,311	1,311	–	27	656	(628)	-96%	1,311
Environmental protection		932	11	11	–	–	5	(5)	-100%	11
Trading services		**567,329**	**623,849**	**623,849**	**33,410**	**286,505**	**311,924**	(25,420)	-8%	**623,849**
Energy sources		373,511	430,868	430,868	23,188	180,104	215,434	(35,330)	-16%	430,868
Water management		66,833	95,225	95,225	3,423	29,626	47,613	(17,986)	-38%	95,225
Waste water management		83,087	56,602	56,602	3,431	56,101	28,301	27,800	98%	56,602
Waste management		43,898	41,154	41,154	3,368	20,674	20,577	97	0%	41,154
Other	4	**100**	**139**	**139**	**0**	**101**	**70**	**31**	**44%**	**139**
Total Revenue - Functional	2	**961,278**	**1,000,443**	**1,000,443**	**94,537**	**512,447**	**500,222**	**12,225**	**2%**	**1,000,443**
Expenditure - Functional										
Governance and administration		**117,071**	**161,917**	**162,522**	**10,801**	**70,471**	**81,261**	(10,790)	-13%	**162,522**
Executive and council		29,071	32,064	32,401	2,112	14,042	16,200	(2,159)	-13%	32,401
Finance and administration		83,998	124,776	125,044	8,406	54,641	62,522	(7,881)	-13%	125,044
Internal audit		4,002	5,078	5,078	283	1,788	2,539	(751)	-30%	5,078
Community and public safety		**151,016**	**176,506**	**175,189**	**9,836**	**60,141**	**87,595**	(27,454)	-31%	**175,189**
Community and social services		31,449	36,104	35,958	2,455	14,960	17,979	(3,019)	-17%	35,958
Sport and recreation		38,015	42,561	42,494	3,371	16,590	21,247	(4,657)	-22%	42,494
Public safety		42,724	56,942	55,809	3,558	20,845	27,904	(7,059)	-25%	55,809
Housing		38,829	40,899	40,929	452	7,745	20,465	(12,720)	-62%	40,929
Health		–	–	–	–	–	–	–		–
Economic and environmental services		**39,351**	**51,243**	**46,842**	**3,201**	**15,618**	**23,421**	(7,803)	-33%	**46,842**
Planning and development		13,433	16,351	16,447	1,388	7,382	8,224	(842)	-10%	16,447
Road transport		23,305	29,657	25,133	1,585	7,171	12,567	(5,396)	-43%	25,133
Environmental protection		2,613	5,235	5,261	227	1,066	2,631	(1,565)	-59%	5,261
Trading services		**558,047**	**606,005**	**604,461**	**10,613**	**203,888**	**302,230**	(98,342)	-33%	**604,461**
Energy sources		368,738	428,398	428,391	3,191	153,051	214,196	(61,144)	-29%	428,391
Water management		68,556	55,909	55,140	2,059	17,058	27,570	(10,512)	-38%	55,140
Waste water management		59,365	45,046	44,646	2,633	13,195	22,323	(9,128)	-41%	44,646
Waste management		61,387	76,652	76,284	2,729	20,584	38,142	(17,558)	-46%	76,284
Other		**1,102**	**1,059**	**1,039**	**250**	**500**	**519**	**(19)**	**-4%**	**1,039**
Total Expenditure - Functional	3	**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/ (Deficit) for the year		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
Revenue - Functional	1								%	
Municipal governance and administration		**150,655**	**153,789**	**153,789**	**8,104**	**89,207**	**76,895**	12,312	16%	**153,789**
Executive and council		28	31	31	3	16	15	1	0	31
Mayor and Council		28	31	31	3	16	15	1	0	31
Finance and administration		150,628	153,758	153,758	8,101	89,191	76,879	12,312	0	153,758
Administrative and Corporate Support		0	11	11	–	0	5	(5)	(0)	11
Finance		150,152	152,985	152,985	8,099	89,047	76,493	12,555	0	152,985
Human Resources		418	671	671	–	98	336	(238)	(0)	671
Marketing, Customer Relations, Publicity and Media		–	5	5	–	–	3	(3)	(0)	5
Supply Chain Management		57	86	86	2	46	43	3	0	86
Community and public safety		**221,762**	**218,327**	**218,327**	**52,742**	**135,358**	**109,163**	**26,195**	**0**	**218,327**
Community and social services		**149,009**	**158,917**	**158,917**	**49,773**	**115,994**	**79,458**	**36,536**	**0**	**158,917**
Aged Care		139,162	147,397	147,397	47,792	109,637	73,699	35,939	0	147,397
Cemeteries, Funeral Parlours and Crematoriums		142	266	266	31	127	133	(6)	(0)	266
Community Halls and Facilities		314	543	543	34	147	272	(125)	(0)	543
Libraries and Archives		9,390	10,710	10,710	1,917	6,083	5,355	728	0	10,710
Sport and recreation		**9,728**	**7,820**	**7,820**	**468**	**3,116**	**3,910**	**(794)**	**(0)**	**7,820**
Recreational Facilities		6,539	7,682	7,682	469	3,063	3,841	(778)	(0)	7,682
Sports Grounds and Stadiums		3,189	139	139	(1)	54	69	(15)	(0)	139
Public safety		**24,388**	**16,654**	**16,654**	**2,483**	**11,130**	**8,327**	**2,803**	**0**	**16,654**
Civil Defence		151	–	–	–	–	–	–		–
Fire Fighting and Protection		2,215	8	8	2	11	4	7	0	8
Police Forces, Traffic and Street Parking Control		22,023	16,646	16,646	2,480	11,118	8,323	2,795	0	16,646
Housing		**38,637**	**34,936**	**34,936**	**19**	**5,118**	**17,468**	**(12,350)**	**(0)**	**34,936**
Housing		38,637	34,936	34,936	19	5,118	17,468	(12,350)	(0)	34,936
Economic and environmental services		**21,432**	**4,338**	**4,338**	**280**	**1,276**	**2,169**	**(893)**	**(0)**	**4,338**
Planning and development		**4,663**	**3,016**	**3,016**	**280**	**1,249**	**1,508**	**(260)**	**(0)**	**3,016**
Economic Development/Planning		1,883	105	105	–	–	53	(53)	(0)	105
Town Planning, Building Regulations and		1,783	1,911	1,911	280	1,249	956	293	0	1,911
Project Management Unit		997	1,000	1,000	–	–	500	(500)	(0)	1,000
Road transport		**15,837**	**1,311**	**1,311**	**–**	**27**	**656**	**(628)**	**(0)**	**1,311**
Roads		15,837	1,311	1,311	–	27	656	(628)	(0)	1,311
Environmental protection		**932**	**11**	**11**	**–**	**–**	**5**	**(5)**	**(0)**	**11**
Biodiversity and Landscape		932	11	11	–	–	5	(5)	(0)	11
Trading services		**567,329**	**623,849**	**623,849**	**33,410**	**286,505**	**311,924**	**(25,420)**	**(0)**	**623,849**
Energy sources		**373,511**	**430,868**	**430,868**	**23,188**	**180,104**	**215,434**	**(35,330)**	**(0)**	**430,868**
Electricity		373,511	430,868	430,868	23,188	180,104	215,434	(35,330)	(0)	430,868
Water management		**66,833**	**95,225**	**95,225**	**3,423**	**29,626**	**47,613**	**(17,986)**	**(0)**	**95,225**
Water Distribution		62,297	82,182	82,182	3,423	29,626	41,091	(11,465)	(0)	82,182
Water Storage		4,536	13,043	13,043	–	–	6,522	(6,522)	(0)	13,043
Waste water management		**83,087**	**56,602**	**56,602**	**3,431**	**56,101**	**28,301**	**27,800**	**0**	**56,602**
Sewerage		83,087	56,602	56,602	3,431	56,101	28,301	27,800	0	56,602
Waste management		**43,898**	**41,154**	**41,154**	**3,368**	**20,674**	**20,577**	**97**	**0**	**41,154**
Solid Waste Removal		43,898	41,154	41,154	3,368	20,674	20,577	97	0	41,154

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
Other		**100**	**139**	**139**	**0**	**101**	**70**	**31**	**0**	**139**
Licensing and Regulation		100	139	139	0	101	70	31	0	139
Total Revenue - Functional	2	**961,278**	**1,000,443**	**1,000,443**	**94,537**	**512,447**	**500,222**	**12,225**	**0**	**1,000,443**
Expenditure - Functional										
Municipal governance and administration		**117,071**	**161,917**	**162,522**	**10,801**	**70,471**	**81,261**	**(10,790)**	**(0)**	**162,522**
Executive and council		29,071	32,064	32,401	2,112	14,042	16,200	(2,159)	(0)	32,401
Mayor and Council		18,064	19,101	19,038	1,354	8,083	9,519	(1,436)	(0)	19,038
Municipal Manager, Town Secretary and Chief		11,007	12,962	13,362	757	5,958	6,681	(723)	(0)	13,362
Finance and administration		83,998	124,776	125,044	8,406	54,641	62,522	(7,881)	(0)	125,044
Administrative and Corporate Support		13,420	15,255	15,256	1,300	6,203	7,628	(1,425)	(0)	15,256
Asset Management		223	271	273	48	188	136	52	0	273
Finance		21,892	46,823	46,886	2,882	19,928	23,443	(3,515)	(0)	46,886
Fleet Management		4,351	4,221	4,221	318	1,949	2,111	(162)	(0)	4,221
Human Resources		22,114	30,941	31,268	2,116	15,514	15,634	(120)	(0)	31,268
Information Technology		4,553	5,493	5,483	104	2,348	2,742	(393)	(0)	5,483
Legal Services		2,311	3,254	3,254	247	1,023	1,627	(604)	(0)	3,254
Marketing, Customer Relations, Publicity and Media		4,125	4,980	4,965	428	2,341	2,483	(141)	(0)	4,965
Property Services		1,766	1,506	1,506	53	279	753	(474)	(0)	1,506
Supply Chain Management		8,444	10,268	10,268	878	4,619	5,134	(515)	(0)	10,268
Valuation Service		798	1,763	1,663	30	249	832	(582)	(0)	1,663
Internal audit		4,002	5,078	5,078	283	1,788	2,539	(751)	(0)	5,078
Governance Function		4,002	5,078	5,078	283	1,788	2,539	(751)	(0)	5,078
Community and public safety		**151,016**	**176,506**	**175,189**	**9,836**	**60,141**	**87,595**	**(27,454)**	**(0)**	**175,189**
Community and social services		**31,449**	**36,104**	**35,958**	**2,455**	**14,960**	**17,979**	**(3,019)**	**(0)**	**35,958**
Aged Care		8,100	7,179	6,794	477	3,093	3,397	(304)	(0)	6,794
Cemeteries, Funeral Parlours and Crematoriums		3,773	4,783	4,781	375	2,169	2,391	(222)	(0)	4,781
Child Care Facilities		89	99	99	–	15	50	(35)	(0)	99
Community Halls and Facilities		7,650	9,675	9,917	569	3,783	4,958	(1,175)	(0)	9,917
Disaster Management		13	76	76	–	2	38	(36)	(0)	76
Education		–	2	2	–	–	1	(1)	(0)	2
Libraries and Archives		11,823	14,289	14,289	1,034	5,898	7,145	(1,247)	(0)	14,289
Sport and recreation		**38,015**	**42,561**	**42,494**	**3,371**	**16,590**	**21,247**	**(4,657)**	**(0)**	**42,494**
Community Parks (including Nurseries)		11,558	14,625	14,625	889	5,375	7,313	(1,937)	(0)	14,625
Recreational Facilities		17,568	18,350	18,285	1,788	8,080	9,142	(1,063)	(0)	18,285
Sports Grounds and Stadiums		8,888	9,585	9,584	694	3,136	4,792	(1,656)	(0)	9,584
Public safety		**42,724**	**56,942**	**55,809**	**3,558**	**20,845**	**27,904**	**(7,059)**	**(0)**	**55,809**
Fire Fighting and Protection		10,643	12,931	12,941	732	5,023	6,470	(1,447)	(0)	12,941
Police Forces, Traffic and Street Parking Control		32,081	44,011	42,868	2,826	15,822	21,434	(5,612)	(0)	42,868
Housing		**38,829**	**40,899**	**40,929**	**452**	**7,745**	**20,465**	**(12,720)**	**(0)**	**40,929**
Housing		38,811	40,844	40,874	452	7,730	20,437	(12,706)	(0)	40,874
Informal Settlements		18	55	55	–	14	28	(13)	(0)	55
Economic and environmental services		**39,351**	**51,243**	**46,842**	**3,201**	**15,618**	**23,421**	**(7,803)**	**(0)**	**46,842**
Planning and development		**13,433**	**16,351**	**16,447**	**1,388**	**7,382**	**8,224**	**(842)**	**(0)**	**16,447**
Corporate Wide Strategic Planning (IDPs, LEDs)		2,847	3,639	3,649	205	1,333	1,825	(491)	(0)	3,649

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
Economic Development/Planning		1,922	2,624	2,717	255	1,073	1,358	(286)	(0)	2,717
Town Planning, Building Regulations and		5,768	6,699	6,693	676	3,474	3,346	127	0	6,693
Project Management Unit		2,896	3,389	3,389	252	1,502	1,694	(192)	(0)	3,389
Road transport		**23,305**	**29,657**	**25,133**	**1,585**	**7,171**	**12,567**	**(5,396)**	**(0)**	**25,133**
Roads		23,305	29,657	25,133	1,585	7,171	12,567	(5,396)	(0)	25,133
Environmental protection		**2,613**	**5,235**	**5,261**	**227**	**1,066**	**2,631**	**(1,565)**	**(0)**	**5,261**
Biodiversity and Landscape		2,598	5,036	5,062	227	1,066	2,531	(1,465)	(0)	5,062
Pollution Control		15	199	199	–	–	100	(100)	(0)	199
Trading services		**558,047**	**606,005**	**604,461**	**10,613**	**203,888**	**302,230**	**(98,342)**	**(0)**	**604,461**
Energy sources		**368,738**	**428,398**	**428,391**	**3,191**	**153,051**	**214,196**	**(61,144)**	**(0)**	**428,391**
Electricity		364,073	423,090	423,290	3,108	152,486	211,645	(59,158)	(0)	423,290
Street Lighting and Signal Systems		4,665	5,308	5,101	83	565	2,551	(1,986)	(0)	5,101
Water management		**68,556**	**55,909**	**55,140**	**2,059**	**17,058**	**27,570**	**(10,512)**	**(0)**	**55,140**
Water Treatment		224	251	251	23	106	125	(19)	(0)	251
Water Distribution		65,432	51,504	50,404	2,003	14,671	25,202	(10,531)	(0)	50,404
Water Storage		2,901	4,155	4,485	33	2,281	2,243	39	0	4,485
Waste water management		**59,365**	**45,046**	**44,646**	**2,633**	**13,195**	**22,323**	**(9,128)**	**(0)**	**44,646**
Public Toilets		1,621	1,842	1,836	166	882	918	(36)	(0)	1,836
Sewerage		51,283	34,367	33,969	2,096	9,941	16,985	(7,044)	(0)	33,969
Storm Water Management		6,457	8,822	8,826	371	2,372	4,413	(2,041)	(0)	8,826
Waste Water Treatment		3	15	15	–	1	7	(7)	(0)	15
Waste management		**61,387**	**76,652**	**76,284**	**2,729**	**20,584**	**38,142**	**(17,558)**	**(0)**	**76,284**
Solid Waste Disposal (Landfill Sites)		6,987	32,050	31,776	525	2,128	15,888	(13,760)	(0)	31,776
Solid Waste Removal		54,372	44,521	44,426	2,201	18,437	22,213	(3,776)	(0)	44,426
Street Cleaning		28	82	82	3	19	41	(22)	(0)	82
Other		**1,102**	**1,059**	**1,039**	**250**	**500**	**519**	**(19)**	**(0)**	**1,039**
Licensing and Regulation		4	58	38	–	–	19	(19)	(0)	38
Tourism		1,098	1,000	1,000	250	500	500	(0)	(0)	1,000
Total Expenditure - Functional	3	**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**(0)**	**990,053**
Surplus/ (Deficit) for the year		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**0**	**10,390**

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M06 December

Vote Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - Financial Services		147,595	149,934	149,934	7,875	87,671	74,967	12,704	16.9%	149,934
Vote 2 - Community Services		202,772	201,946	201,946	50,278	124,431	100,973	23,459	23.2%	201,946
Vote 3 - Corporate Services		22,619	17,495	17,495	2,483	11,232	8,748	2,485	28.4%	17,495
Vote 4 - Technical Services		586,545	629,366	629,366	33,855	288,771	314,683	(25,911)	-8.2%	629,366
Vote 5 - Municipal Manager		1,746	1,702	1,702	46	340	851	(511)	-60.0%	1,702
Total Revenue by Vote	2	**961,278**	**1,000,443**	**1,000,443**	**94,537**	**512,447**	**500,222**	**12,225**	**2.4%**	**1,000,443**
Expenditure by Vote	1									
Vote 1 - Financial Services		31,157	61,135	61,100	3,720	24,764	30,550	(5,786)	-18.9%	61,100
Vote 2 - Community Services		124,415	141,841	141,769	7,536	46,683	70,884	(24,201)	-34.1%	141,769
Vote 3 - Corporate Services		98,508	124,911	124,009	8,604	52,331	62,005	(9,673)	-15.6%	124,009
Vote 4 - Technical Services		595,423	649,300	643,225	13,493	218,784	321,613	(102,829)	-32.0%	643,225
Vote 5 - Municipal Manager		15,442	19,542	19,950	1,348	8,058	9,975	(1,917)	-19.2%	19,950
Total Expenditure by Vote	2	**864,945**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29.2%**	**990,053**
Surplus/ (Deficit) for the year	2	**96,333**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015.1%**	**10,390**

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M06 December

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousand		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - Financial Services		**147,595**	**149,934**	**149,934**	**7,875**	**87,671**	**74,967**	12,704	17%	**149,934**
1.2 - Income		101,042	114,101	114,101	5,762	72,928	57,050	15,877	28%	114,101
1.3 - Financial Administrastion		46,497	35,464	35,464	2,111	14,700	17,732	(3,032)	-17%	35,464
1.4 - Credit Control		(1)	284	284	–	(2)	142	(144)	-102%	284
1.5 - Supply Chain & Expenditure		57	86	86	2	46	43	3	7%	86
Vote 2 - Community Services		**202,772**	**201,946**	**201,946**	**50,278**	**124,431**	**100,973**	23,459	23%	**201,946**
2.2 - Cemetries		142	266	266	31	127	133	(6)	-4%	266
2.3 - Housing		38,863	35,029	35,029	35	5,209	17,514	(12,305)	-70%	35,029
2.4 - Libraries		9,487	10,947	10,947	1,938	6,115	5,474	641	12%	10,947
2.5 - Resorts & Swimmng Pools		6,539	7,682	7,682	469	3,063	3,841	(778)	-20%	7,682
2.6 - Social Services		139,162	147,397	147,397	47,792	109,637	73,699	35,939	49%	147,397
2.7 - Fire Services & Disaster Management		2,215	8	8	2	11	4	7	199%	8
2.8 - Environment & Licencing		1,032	150	150	0	101	75	26	34%	150
2.9 - Community Halls and Amenities		3,449	362	362	11	169	181	(12)	-7%	362
2.10 - Local Economic Development		1,883	105	105	–	–	53	(53)	-100%	105
Vote 3 - Corporate Services		**22,619**	**17,495**	**17,495**	**2,483**	**11,232**	**8,748**	2,485	28%	**17,495**
3.2 - Human Resources		418	671	671	–	98	336	(238)	-71%	671
3.3 - Administration		0	11	11	–	0	5	(5)	-100%	11
3.5 - Marketing & Communication		–	5	5	–	–	3	(3)	-100%	5
3.6 - Thusong Centre		–	130	130	–	–	65	(65)	-100%	130
3.7 - Traffic and Protection Services		22,174	16,646	16,646	2,480	11,118	8,323	2,795	34%	16,646
3.9 - Council Cost		28	31	31	3	16	15	1	5%	31
Vote 4 - Technical Services		**586,545**	**629,366**	**629,366**	**33,855**	**288,771**	**314,683**	(25,911)	-8%	**629,366**
4.2 - Electro Technical Services		375,252	433,104	433,104	23,361	181,145	216,552	(35,407)	-16%	433,104
4.3 - Water Storage & Distribution		66,833	95,225	95,225	3,423	29,626	47,613	(17,986)	-38%	95,225
4.4 - Waste Water Management		83,087	56,985	56,985	3,431	56,101	28,492	27,609	97%	56,985
4.5 - Waste Management		43,854	41,081	41,081	3,368	20,674	20,540	134	1%	41,081
4.6 - Roads		15,837	1,311	1,311	–	27	656	(628)	-96%	1,311
4.8 - Town Planning & Building Control		1,682	1,660	1,660	272	1,198	830	369	44%	1,660
Vote 5 - Municipal Manager		**1,746**	**1,702**	**1,702**	**46**	**340**	**851**	(511)	-60%	**1,702**
5.2 - Performance & Project Management		997	1,000	1,000	–	–	500	(500)	-100%	1,000
5.3 - Property & Legal Services		749	702	702	46	340	351	(11)	-3%	702
Total Revenue by Vote	2	**961,278**	**1,000,443**	**1,000,443**	**94,537**	**512,447**	**500,222**	12,225	2%	**1,000,443**
								–		
Expenditure by Vote	1							–		
Vote 1 - Financial Services		**31,157**	**61,135**	**61,100**	**3,720**	**24,764**	**30,550**	(5,786)	-19%	**61,100**
1.1 - Direcrtor: Finance		2,296	2,033	2,033	104	1,068	1,016	52	5%	2,033
1.2 - Income		(3,796)	18,980	18,938	525	3,010	9,469	(6,460)	-68%	18,938
1.3 - Financial Administrastion		13,227	17,127	17,134	1,281	10,473	8,567	1,906	22%	17,134
1.4 - Credit Control		10,841	12,593	12,593	900	5,442	6,297	(854)	-14%	12,593
1.5 - Supply Chain & Expenditure		8,589	10,401	10,401	909	4,770	5,201	(431)	-8%	10,401
Vote 2 - Community Services		**124,415**	**141,841**	**141,769**	**7,536**	**46,683**	**70,884**	(24,201)	-34%	**141,769**
2.1 - Director: Community Services		551	1,564	1,566	46	274	783	(509)	-65%	1,566
2.2 - Cemetries		3,771	4,775	4,773	375	2,175	2,387	(212)	-9%	4,773
2.3 - Housing		39,236	40,899	40,929	452	7,745	20,465	(12,720)	-62%	40,929
2.4 - Libraries		14,594	17,487	17,487	1,411	7,026	8,743	(1,718)	-20%	17,487
2.5 - Resorts & Swimmng Pools		14,771	15,153	15,087	1,412	6,951	7,544	(592)	-8%	15,087
2.6 - Social Services		8,045	6,999	6,622	477	3,110	3,311	(202)	-6%	6,622
2.7 - Fire Services & Disaster Management		10,656	13,007	13,017	732	5,026	6,508	(1,482)	-23%	13,017
2.8 - Environment & Licencing		2,566	5,210	5,216	227	1,058	2,608	(1,550)	-59%	5,216
2.9 - Community Halls and Amenities		28,158	33,843	34,083	2,149	12,247	17,042	(4,794)	-28%	34,083
2.10 - Local Economic Development		2,066	2,906	2,989	255	1,071	1,494	(423)	-28%	2,989
Vote 3 - Corporate Services		**98,508**	**124,911**	**124,009**	**8,604**	**52,331**	**62,005**	(9,673)	-16%	**124,009**
3.1 - Director: Corporate Services		2,314	2,568	2,568	150	1,127	1,284	(157)	-12%	2,568
3.2 - Human Resources		22,194	30,941	31,268	2,123	15,560	15,634	(74)	0%	31,268
3.3 - Administration		13,465	15,891	15,892	1,312	6,223	7,946	(1,723)	-22%	15,892
3.4 - Information Technology		4,553	5,473	5,463	104	2,348	2,732	(383)	-14%	5,463
3.5 - Marketing & Communication		4,125	5,000	4,985	428	2,341	2,493	(151)	-6%	4,985
3.6 - Thusong Centre		616	926	926	56	327	463	(136)	-29%	926
3.7 - Traffic and Protection Services		32,081	44,011	42,868	2,826	15,822	21,434	(5,612)	-26%	42,868
3.8 - Tourism		1,098	1,000	1,000	250	500	500	(0)	0%	1,000
3.9 - Council Cost		18,064	19,101	19,038	1,354	8,083	9,519	(1,436)	-15%	19,038
Vote 4 - Technical Services		**595,423**	**649,300**	**643,225**	**13,493**	**218,784**	**321,613**	(102,829)	-32%	**643,225**
4.1 - Director: Technical Services		2,502	2,772	2,772	100	1,099	1,386	(287)	-21%	2,772
4.2 - Electro Technical Services		363,641	423,621	423,615	2,564	150,041	211,807	(61,767)	-29%	423,615
4.3 - Water Storage & Distribution		68,556	56,326	55,557	2,059	17,058	27,778	(10,720)	-39%	55,557
4.4 - Waste Water Management		55,903	38,686	38,289	2,724	12,949	19,144	(6,195)	-32%	38,289
4.5 - Waste Management		61,387	76,652	76,284	2,729	20,584	38,142	(17,558)	-46%	76,284
4.6 - Roads		23,305	29,657	25,133	1,585	7,171	12,567	(5,396)	-43%	25,133
4.7 - Storm Water Management		8,388	8,822	8,826	572	3,577	4,413	(836)	-19%	8,826
4.8 - Town Planning & Building Control		5,768	6,699	6,693	676	3,474	3,346	127	4%	6,693
4.9 - Public Toilets		1,621	1,842	1,836	166	882	918	(36)	-4%	1,836
4.10 - Mechanical Workshop		4,351	4,221	4,221	318	1,949	2,111	(162)	-8%	4,221
Vote 5 - Municipal Manager		**15,442**	**19,542**	**19,950**	**1,348**	**8,058**	**9,975**	(1,917)	-19%	**19,950**
5.1 - Municipal Manager		3,385	4,058	4,456	360	2,408	2,228	180	8%	4,456
5.2 - Performance & Project Management		2,896	3,389	3,389	252	1,502	1,694	(192)	-11%	3,389
5.3 - Property & Legal Services		2,311	3,379	3,379	247	1,026	1,689	(663)	-39%	3,379
5.4 - Internal Audit		4,002	5,078	5,078	283	1,788	2,539	(751)	-30%	5,078
5.5 - IDP		2,847	3,639	3,649	205	1,333	1,825	(491)	-27%	3,649
Total Expenditure by Vote	2	**864,945**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**(0)**	**990,053**

Vote Description R thousand	Ref	2023/24 Audited Outcome	Budget Year 2024/25 Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
								–		
Surplus/ (Deficit) for the year	2	96,333	3,713	10,390	59,836	161,827	5,195	156,632	0	10,390

WC022 Witzenberg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
Revenue										
Exchange Revenue		606,675	629,318	629,318	42,535	311,724	314,659	(2,936)	-1%	629,318
Service charges - Electricity		371,022	431,223	431,223	23,096	179,747	215,612	(35,865)	-17%	431,223
Service charges - Water		48,337	49,359	49,359	2,628	23,836	24,679	(843)	-3%	49,359
Service charges - Waste Water Management		75,250	50,932	50,932	2,542	49,965	25,466	24,499	96%	50,932
Service charges - Waste management		34,183	33,774	33,774	2,846	17,573	16,887	686	4%	33,774
Sale of Goods and Rendering of Services		14,484	5,536	5,536	6,717	9,682	2,768	6,914	250%	5,536
Agency services		4,739	4,684	4,684	593	2,585	2,342	243	10%	4,684
Interest		–	11	11	–	–	5	(5)	-100%	11
Interest earned from Receivables		28,557	23,549	23,549	2,210	15,188	11,775	3,414	29%	23,549
Interest earned from Current and Non Current Assets		22,019	22,444	22,444	1,431	10,185	11,222	(1,037)	-9%	22,444
Rent on Land		–	27	27	–	–	14	(14)	-100%	27
Rental from Fixed Assets		5,038	6,015	6,015	378	2,477	3,008	(531)	-18%	6,015
Operational Revenue		3,046	1,764	1,764	94	485	882	(397)	-45%	1,764
Non-Exchange Revenue		318,067	335,568	335,568	52,002	200,723	167,784	32,939	20%	335,568
Property rates		101,317	113,495	113,495	5,740	73,012	56,748	16,265	29%	113,495
Surcharges and Taxes		9,122	5,501	5,501	148	1,600	2,751	(1,150)	-42%	5,501
Fines, penalties and forfeits		20,634	11,254	11,254	1,796	8,067	5,627	2,440	43%	11,254
Licence and permits		1,183	2,444	2,444	87	526	1,222	(695)	-57%	2,444
Transfer and subsidies - Operational		179,020	196,213	196,213	43,535	113,853	98,106	15,747	16%	196,213
Interest		4,091	3,566	3,566	422	2,447	1,783	664	37%	3,566
Operational Revenue		2,991	3,095	3,095	273	1,216	1,548	(332)	-21%	3,095
Gains on disposal of Assets		(291)	–	–	–	–	–	–		–
Total Revenue (excluding capital transfers and contributions)		**924,741**	**964,887**	**964,887**	**94,537**	**512,447**	**482,443**	**30,003**	**6%**	**964,887**
Expenditure By Type										
Employee related costs		242,378	277,558	277,811	22,237	133,748	138,905	(5,157)	-4%	277,811
Remuneration of councillors		11,447	12,311	12,311	972	6,156	6,156	1	0%	12,311
Bulk purchases - electricity		324,086	375,258	375,258	627	134,425	187,629	(53,204)	-28%	375,258
Inventory consumed		23,245	25,929	25,064	1,851	10,529	12,532	(2,003)	-16%	25,064
Debt impairment		(75,887)	62,758	62,758	–	14,553	31,379	(16,826)	-54%	62,758
Depreciation and amortisation		34,241	54,219	54,219	–	21	27,109	(27,088)	-100%	54,219
Interest		5,299	10,233	10,233	–	–	5,117	(5,117)	-100%	10,233
Contracted services		55,684	75,234	69,654	4,542	18,420	34,827	(16,407)	-47%	69,654
Transfers and subsidies		36,338	37,116	37,126	267	5,999	18,563	(12,564)	-68%	37,126
Irrecoverable debts written off		159,168	2,131	2,131	4	34	1,065	(1,031)	-97%	2,131
Operational costs		49,897	60,487	59,993	4,201	26,733	29,996	(3,264)	-11%	59,993
Losses on Disposal of Assets		688	–	–	–	–	–	–		–
Other Losses		4	3,497	3,497	–	–	1,748	(1,748)	-100%	3,497
Total Expenditure		**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/(Deficit)		**58,154**	**(31,844)**	**(25,167)**	**59,836**	**161,827**	**(12,583)**	**174,411**	**(0)**	**(25,167)**
Transfers and subsidies - capital (monetary allocations)		36,536	35,557	35,557	–	–	17,778	(17,778)	(0)	35,557
Surplus/(Deficit) after capital transfers & contributions		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/(Deficit) after income tax		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/(Deficit) attributable to municipality		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/ (Deficit) for the year		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M06 December

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Multi-Year expenditure appropriation	2									
Vote 1 - Financial Services		3,366	100	200	–	–	100	(100)	-100%	200
Vote 2 - Community Services		881	350	350	–	18	175	(157)	-90%	350
Vote 4 - Technical Services		32,776	18,937	19,358	1,328	5,240	9,679	(4,439)	-46%	19,358
Vote 5 - Municipal Manager		–	66	66	–	9	33	(24)	-73%	66
Total Capital Multi-year expenditure	4,7	**37,023**	**19,453**	**19,975**	**1,328**	**5,267**	**9,987**	**(4,720)**	**-47%**	**19,975**
Single Year expenditure appropriation	2									
Vote 1 - Financial Services		530	30	30	–	1	15	(14)	-91%	30
Vote 2 - Community Services		5,550	1,780	1,781	23	100	891	(790)	-89%	1,781
Vote 3 - Corporate Services		1,712	760	1,151	24	186	576	(389)	-68%	1,151
Vote 4 - Technical Services		41,795	63,311	69,075	1,608	16,182	34,537	(18,355)	-53%	69,075
Vote 5 - Municipal Manager		–	30	30	–	–	15	(15)	-100%	30
Total Capital single-year expenditure	4	49,587	65,911	72,067	1,656	16,470	36,033	**(19,563)**	**-54%**	72,067
Total Capital Expenditure	**3**	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Capital Expenditure - Functional Classification										
Governance and administration		**9,033**	**2,196**	**2,688**	**60**	**289**	**1,344**	(1,055)	-79%	**2,688**
Executive and council		124	216	265	–	80	132	(52)	-40%	265
Finance and administration		8,908	1,980	2,423	60	209	1,212	(1,003)	-83%	2,423
Community and public safety		**6,252**	**2,300**	**2,301**	**23**	**112**	**1,151**	(1,038)	-90%	**2,301**
Community and social services		58	1,100	1,100	–	–	550	(550)	-100%	1,100
Sport and recreation		3,224	650	651	23	94	326	(231)	-71%	651
Public safety		2,838	550	550	–	18	275	(257)	-93%	550
Housing		132	–	–	–	–	–	–		–
Economic and environmental services		**32,934**	**7,367**	**11,891**	**133**	**8,692**	**5,945**	2,746	46%	**11,891**
Planning and development		828	200	200	133	133	100	33	33%	200
Road transport		32,107	7,167	11,691	–	8,559	5,845	2,714	46%	11,691
Trading services		**38,390**	**73,501**	**75,162**	**2,767**	**12,644**	**37,581**	(24,936)	-66%	**75,162**
Energy sources		9,959	31,352	31,359	–	1,653	15,679	(14,027)	-89%	31,359
Water management		10,426	25,606	25,860	1,238	5,892	12,930	(7,038)	-54%	25,860
Waste water management		4,669	16,343	17,256	1,328	4,622	8,628	(4,006)	-46%	17,256
Waste management		13,337	200	687	201	478	344	135	39%	687
Total Capital Expenditure - Functional Classification	3	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Funded by:										
National Government		21,847	37,504	37,504	2,311	9,516	18,752	(9,237)	-49%	37,504
Provincial Government		14,214	1,941	1,941	–	–	970	(970)	-100%	1,941
District Municipality		1,644	435	435	–	–	217	(217)	-100%	435
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educ Institutions)		222	–	–	–	–	–	–		–
Transfers recognised - capital		**37,926**	**39,880**	**39,880**	**2,311**	**9,516**	**19,940**	**(10,424)**	**-52%**	**39,880**
Borrowing	6	1,460	25,000	25,000	–	555	12,500	(11,945)	-96%	25,000
Internally generated funds		43,815	20,485	27,161	672	11,667	13,581	(1,914)	-14%	27,161
Total Capital Funding	7	**83,202**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - A - M06 December

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousand		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital expenditure - Municipal Vote										
Expenditure of multi-year capital appropriation	1									
Vote 1 - Financial Services		**3,366**	**100**	**200**	**–**	**–**	**100**	**(100)**	**-100%**	**200**
1.1 - Direcrtor: Finance		–	100	200	–	–	100	(100)	-100%	200
1.3 - Financial Administrastion		3,366	–	–	–	–	–	–		–
Vote 2 - Community Services		**881**	**350**	**350**	**–**	**18**	**175**	(157)	-90%	**350**
2.7 - Fire Services & Disaster Management		881	350	350	–	18	175	(157)	-90%	350
Vote 4 - Technical Services		**32,776**	**18,937**	**19,358**	**1,328**	**5,240**	**9,679**	(4,439)	-46%	**19,358**
4.2 - Electro Technical Services		6,693	5,593	5,600	–	1,092	2,800	(1,708)	-61%	5,600
4.3 - Water Storage & Distribution		2,857	200	200	–	–	100	(100)	-100%	200
4.4 - Waste Water Management		3,407	13,043	13,205	1,328	3,871	6,603	(2,731)	-41%	13,205
4.5 - Waste Management		1,685	100	353	–	277	176	101	57%	353
4.6 - Roads		18,133	–	–	–	–	–	–		–
Vote 5 - Municipal Manager		**–**	**66**	**66**	**–**	**9**	**33**	(24)	-73%	**66**
5.2 - Performance & Project Management		–	66	66	–	9	33	(24)	-73%	66
Total multi-year capital expenditure		**37,023**	**19,453**	**19,975**	**1,328**	**5,267**	**9,987**	(4,720)	-47%	**19,975**
								–		
Capital expenditure - Municipal Vote										
Expenditue of single-year capital appropriation	1									
Vote 1 - Financial Services		**530**	**30**	**30**	**–**	**1**	**15**	(14)	-91%	**30**
1.1 - Direcrtor: Finance		–	30	30	–	1	15	(14)	-91%	30
1.3 - Financial Administrastion		530	–	–	–	–	–	–		–
Vote 2 - Community Services		**5,550**	**1,780**	**1,781**	**23**	**100**	**891**	(790)	-89%	**1,781**
2.1 - Director: Community Services		94	30	30	–	6	15	(9)	-60%	30
2.2 - Cemetries		–	100	100	–	–	50	(50)	-100%	100
2.3 - Housing		132	–	–	–	–	–	–		–
2.4 - Libraries		58	1,000	1,000	–	–	500	(500)	-100%	1,000
2.5 - Resorts & Swimmng Pools		–	450	450	23	23	225	(202)	-90%	450
2.7 - Fire Services & Disaster Management		1,190	–	–	–	–	–	–		–
2.8 - Environment & Licencing		24	–	–	–	–	–	–		–
2.9 - Community Halls and Amenities		3,224	200	201	–	71	101	(29)	-29%	201
2.10 - Local Economic Development		828	–	–	–	–	–	–		–
Vote 3 - Corporate Services		**1,712**	**760**	**1,151**	**24**	**186**	**576**	(389)	-68%	**1,151**
3.1 - Director: Corporate Services		233	30	78	–	63	39	24	62%	78
3.2 - Human Resources		331	80	363	–	–	182	(182)	-100%	363
3.4 - Information Technology		270	350	410	–	77	205	(128)	-63%	410
3.5 - Marketing & Communication		110	100	100	24	46	50	(4)	-7%	100
3.7 - Traffic and Protection Services		767	200	200	–	–	100	(100)	-100%	200
Vote 4 - Technical Services		**41,795**	**63,311**	**69,075**	**1,608**	**16,182**	**34,537**	(18,355)	-53%	**69,075**
4.1 - Director: Technical Services		21	30	30	–	–	15	(15)	-100%	30
4.2 - Electro Technical Services		3,266	25,759	25,759	–	561	12,879	(12,319)	-96%	25,759
4.3 - Water Storage & Distribution		7,544	25,406	25,660	1,238	5,892	12,830	(6,938)	-54%	25,660
4.4 - Waste Water Management		1,262	2,850	3,600	–	750	1,800	(1,050)	-58%	3,600
4.5 - Waste Management		11,652	100	334	201	201	167	34	20%	334
4.6 - Roads		13,973	7,167	11,691	–	8,559	5,845	2,714	46%	11,691
4.7 - Storm Water Management		–	450	450	–	–	225	(225)	-100%	450
4.8 - Town Planning & Building Control		–	200	200	133	133	100	33	33%	200
4.10 - Mechanical Workshop		4,076	1,350	1,350	36	86	675	(589)	-87%	1,350
Vote 5 - Municipal Manager		**–**	**30**	**30**	**–**	**–**	**15**	(15)	-100%	**30**
5.1 - Municipal Manager		–	30	30	–	–	15	(15)	-100%	30
Total single-year capital expenditure		**49,587**	**65,911**	**72,067**	**1,656**	**16,470**	**36,033**	**(19,563)**	**(0)**	**72,067**
								–		
Total Capital Expenditure		**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**(0)**	**92,041**

WC022 Witzenberg - Table C6 Monthly Budget Statement - Financial Position - M06 December

Description R thousands	Ref	2023/24 Audited Outcome	Budget Year 2024/25 Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
ASSETS	1					
Current assets						
Cash and cash equivalents		187,245	227,306	220,629	218,721	220,629
Trade and other receivables from exchange transactions		123,373	68,636	68,636	40,161	68,636
Receivables from non-exchange transactions		31,639	49,234	49,234	44,586	49,234
Current portion of non-current receivables		–	–	–	–	–
Inventory		27,362	9,181	9,847	20,878	9,847
VAT		–	6,836	6,836	126,104	6,836
Other current assets		11,117	1,709	1,709	3,045	1,709
Total current assets		**380,735**	**362,903**	**356,892**	**453,495**	**356,892**
Non current assets						
Investments		–	–	–	–	–
Investment property		41,920	40,610	40,610	41,678	40,610
Property, plant and equipment		1,106,309	1,094,459	1,100,853	1,068,175	1,100,853
Biological assets		–	–	–	–	–
Living and non-living resources		–	–	–	–	–
Heritage assets		550	550	550	550	550
Intangible assets		1,058	2,529	2,812	2,360	2,812
Trade and other receivables from exchange transactions		–	–	–	–	–
Non-current receivables from non-exchange transactions		–	–	–	–	–
Other non-current assets		–	–	–	–	–
Total non current assets		**1,149,836**	**1,138,148**	**1,144,825**	**1,112,763**	**1,144,825**
TOTAL ASSETS		**1,530,572**	**1,501,051**	**1,501,717**	**1,566,257**	**1,501,717**
LIABILITIES						
Current liabilities						
Bank overdraft			–	–	–	–
Financial liabilities			(3,330)	(3,330)	36	(3,330)
Consumer deposits		9,739	12,158	12,158	(9,600)	12,158
Trade and other payables from exchange transactions		85,603	110,941	104,900	(25,352)	104,900
Trade and other payables from non-exchange transactions			3,129	3,129	67,882	3,129
Provision		35,611	45,567	45,567	23,849	45,567
VAT		4,566	18,269	18,269	112,890	18,269
Other current liabilities		8,455	–	–	–	–
Total current liabilities		**143,975**	**186,734**	**180,693**	**169,705**	**180,693**
Non current liabilities						
Financial liabilities			25,645	25,655	490	25,655
Provision		52,331	77,712	77,712	58,836	77,712
Long term portion of trade payables			–	–	–	–
Other non-current liabilities		71,705	78,001	78,001	72,071	78,001
Total non current liabilities		**124,036**	**181,358**	**181,368**	**131,397**	**181,368**
TOTAL LIABILITIES		**268,011**	**368,091**	**362,061**	**301,102**	**362,061**
NET ASSETS	2	**1,262,561**	**1,132,959**	**1,139,656**	**1,265,155**	**1,139,656**
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		1,251,395	1,120,420	1,120,420	983,690	1,120,420
Reserves and funds		11,166	12,540	12,540	(23,362)	12,540
Other		–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	2	**1,262,561**	**1,132,959**	**1,132,959**	**960,328**	**1,132,959**

WC022 Witzenberg - Table C7 Monthly Budget Statement - Cash Flow - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
CASH FLOW FROM OPERATING ACTIVITIES	1								%	
Receipts										
Property rates		102,509	103,281	103,281	4,108	64,228	51,640	12,588	24%	103,281
Service charges		494,505	602,900	602,900	24,273	220,286	301,450	(81,164)	-27%	602,900
Other revenue		–	17,029	17,029	1,147	5,608	8,515	(2,906)	-34%	17,029
Transfers and Subsidies - Operational		134,848	194,392	194,392	47,653	138,314	96,234	42,080	44%	194,392
Transfers and Subsidies - Capital		36,488	46,362	46,362	1,750	11,450	21,081	(9,631)	-46%	46,362
Interest		48,344	49,570	49,570	716	7,946	24,785	(16,839)	-68%	49,570
Dividends		–	–	–	–	–	–	–		–
Payments										
Suppliers and employees		(780,152)	(939,422)	(939,422)	(47,097)	(393,021)	(469,711)	(76,690)	16%	(78,285)
Interest		(132)	–	–	–	(0)	–	0	0%	–
Transfers and Subsidies		–	–	–	(267)	(1,031)	–	1,031	0%	–
NET CASH FROM/(USED) OPERATING ACTIVITIES		**36,411**	**74,112**	**74,112**	**32,284**	**53,780**	**33,994**	**(19,785)**	**-58%**	**935,249**
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		–	–	–	–	–	–	–		–
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–		–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–		–
Payments										
Capital assets		(76,243)	(85,365)	(92,041)	(3,435)	(24,872)	46,021	70,892	154%	92,041
NET CASH FROM/(USED) INVESTING ACTIVITIES		**(76,243)**	**(85,365)**	**(92,041)**	**(3,435)**	**(24,872)**	**46,021**	**70,892**	**154%**	**92,041**
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		–	–	–	–	–	–	–		–
Borrowing long term/refinancing		–	25,000	25,000	–	–	12,500	(12,500)	-100%	25,000
Increase (decrease) in consumer deposits		275	–	–	27	222	–	222	0%	–
Payments										
Repayment of borrowing		–	–	–	–	–	–	–		–
NET CASH FROM/(USED) FINANCING ACTIVITIES		**275**	**25,000**	**25,000**	**27**	**222**	**12,500**	**12,278**	**98%**	**25,000**
NET INCREASE/ (DECREASE) IN CASH HELD		**(39,557)**	**13,748**	**7,071**	**28,875**	**29,130**	**92,515**			**1,052,291**
Cash/cash equivalents at beginning:		226,802	217,594	217,594		187,235	217,594			187,235
Cash/cash equivalents at month/year end:		187,245	231,342	224,665		216,365	310,109			1,239,526

WC022 Witzenberg - Supporting Table SC1 Material variance explanations - M06 December

Ref	Description R thousands	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
1	**Revenue**			
	Service charges - Electricity	(35,865)	Peak of the High Demand Season for Electricity Usage is July-August. Currently within Low Season for Electricity Usage.	
	Service charges - Water	(843)	Immaterial Variance	
	Service charges - Waste Water Management	24,499	Industrial Effluent recognised	
	Service charges - Waste management	686	Immaterial Variance	
	Sale of Goods and Rendering of Services	6,914	Income received for Library Services	
	Agency services	243	Immaterial Variance	
	Interest	(5)	Immaterial Variance	
	Interest earned from Receivables	3,414	Year-to-date budget must be corrected to reflect expected impact of interest on property rates billed in July. Investments made and matured during July to Dec	
	Interest earned from Current and Non Current As	(1,037)	Immaterial Variance	
	Dividends	–		
	Rent on Land	(14)	Immaterial Variance	
	Rental from Fixed Assets	(531)	Immaterial Variance	
	Licence and permits	–		
	Operational Revenue	(397)	Immaterial Variance	
	Property rates	16,265	Year-to-date budget must be corrected to include annual billing in July	
	Surcharges and Taxes	(1,150)	Immaterial Variance	
	Fines, penalties and forfeits	2,440	No Service provider in place.	
	Licence and permits	(695)	Immaterial Variance	
	Transfer and subsidies - Operational	15,747	First- and second tranche of Equitable Share received.	
	Interest	664	Immaterial Variance	
	Fuel Levy	–		
	Operational Revenue	(332)	Immaterial Variance	
	Gains on disposal of Assets	–		
	Other Gains	–		
	Discontinued Operations	–		
2	**Expenditure By Type**			
	Employee related costs	(5,157)	Primarily due to the filling of vacancies	
	Remuneration of councillors	1	Immaterial Variance	
	Bulk purchases - electricity	(53,204)	December invoice processed against incorrect account and corrected in January 2024. Currently within Low Season for Electricity Usage.	
	Inventory consumed	(2,003)	Less inventory procured and consumed than expected.	
	Debt impairment	(16,826)	Adjustment to Debt Impairment Provision for December to be processed during January 2024.	
	Depreciation and amortisation	(27,088)	Depreciation run performed annually at year end - budget to be corrected during Adjustment Budget.	
	Interest	(5,117)	Finance charges related to Landfil Sites recognised on an annual basis.	
	Contracted services	(16,407)	Dependant on the Roll Out of Contracts for Electrical, Road, Water & Sewer Maintenance	
	Transfers and subsidies	(12,564)	Housing Top Structure budget and actuals to be corrected during adjustment budget - reallocate to Contracted Services. Transfer payments expected to increase when new educational year commences - financial aid to be provided to performing learners/students	
	Irrecoverable debts written off	(1,031)	Immaterial Variance	
	Operational costs	(3,264)	Low expenditure experienced for operational cost items.	
	Losses on Disposal of Assets	–		
	Other Losses	(1,748)	Fair value adjustments in terms of Actuarial Assessments processed at year end.	
3	**Capital Expenditure**			
	Total Capital Expenditure	(24,283)	Longer than anticipated planning phase in respect of major capital projects.	
4	**Financial Position**			
5	**Cash Flow**			
6	**Measureable performance**			
7	**Municipal Entities**			

WC022 Witzenberg - Supporting Table SC2 Monthly Budget Statement - performance indicators - M06 December

Description of financial indicator	Basis of calculation	Ref	2023/24	Budget Year 2024/25			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
Borrowing Management							
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure		0.6%	6.5%	6.5%	0.0%	6.5%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure excl. transfers and grants		1.7%	29.3%	27.2%	2.6%	27.2%
Safety of Capital							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		12.5%	16.4%	15.8%	4.9%	15.8%
Gearing	Long Term Borrowing/ Funds & Reserves		0.0%	204.5%	204.6%	-2.1%	204.6%
Liquidity							
Current Ratio	Current assets/current liabilities	1	264.4%	194.3%	197.5%	267.2%	197.5%
Liquidity Ratio	Monetary Assets/Current Liabilities		130.1%	121.7%	122.1%	128.9%	122.1%
Revenue Management							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue		18.0%	12.4%	12.4%	17.1%	12.4%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0.0%	0.0%	0.0%	0.0%	0.0%
Creditors Management							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))		100.0%	100.0%	100.0%	100.0%	100.0%
Funding of Provisions							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
Other Indicators							
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	2	11.0%	0.0%	0.0%	0.0%	0.0%
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	2	10.3%	0.0%	0.0%	0.0%	0.0%
Employee costs	Employee costs/Total Revenue - capital revenue		26.2%	28.8%	28.8%	26.1%	28.8%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		2.5%	3.3%	2.7%	1.4%	2.7%
Interest & Depreciation	I&D/Total Revenue - capital revenue		4.3%	6.7%	6.7%	0.0%	6.7%
IDP regulation financial viability indicators							
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)						
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services						
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure		2.5 Months			2.3 Months	

WC022 Witzenberg - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

Description	NT Code	Budget Year 2024/25											
R thousands		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	4,973	2,434	2,167	1,809	1,915	1,556	13,745	58,084	86,682	77,109	–	–
Trade and Other Receivables from Exchange Transactions - Electricity	1300	3,267	1,214	1,076	963	393	405	15,537	9,009	31,865	26,307	–	–
Receivables from Non-exchange Transactions - Property Rates	1400	2,590	1,191	798	7,265	611	555	7,296	31,325	51,631	47,052	–	–
Receivables from Exchange Transactions - Waste Water Management	1500	4,402	1,501	1,424	1,355	38,142	1,180	8,896	37,995	94,896	87,569	–	–
Receivables from Exchange Transactions - Waste Management	1600	4,452	1,624	1,458	1,370	1,272	1,177	9,143	35,495	55,991	48,457	–	–
Receivables from Exchange Transactions - Property Rental Debtors	1700	134	15	14	13	13	13	83	854	1,139	976	–	–
Interest on Arrear Debtor Accounts	1810	1,197	175	213	431	2,306	343	2,761	60,137	67,564	65,978	–	–
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	–	–	–	–	–	–	–	–	–	–	–	–
Other	1900	(8,215)	63	45	40	40	36	292	1,495	(6,204)	1,902	–	–
Total By Income Source	**2000**	**12,800**	**8,217**	**7,198**	**13,247**	**44,693**	**5,265**	**57,752**	**234,394**	**383,565**	**355,350**	**–**	**–**
2023/24 - totals only										–	–		
Debtors Age Analysis By Customer Group													
Organs of State	2200	486	519	396	643	258	269	2,820	7,480	12,870	11,469	–	–
Commercial	2300	(1,260)	1,631	1,025	3,879	39,315	403	15,321	27,727	88,041	86,646	–	–
Households	2400	13,490	5,853	5,566	7,812	4,920	4,396	37,993	188,602	268,632	243,723	–	–
Other	2500	84	215	210	913	200	198	1,618	10,585	14,023	13,513	–	–
Total By Customer Group	**2600**	**12,800**	**8,217**	**7,198**	**13,247**	**44,693**	**5,265**	**57,752**	**234,394**	**383,565**	**355,350**	**–**	**–**

WC022 Witzenberg - Supporting Table SC4 Monthly Budget Statement - aged creditors - M06 December

Description R thousands	NT Code	Budget Year 2024/25									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	–	–	–	–	–	–	–	–	–	–
Bulk Water	0200	–	–	–	–	–	–	–	–	–	–
PAYE deductions	0300	–	–	–	–	–	–	–	–	–	–
VAT (output less input)	0400	–	–	–	–	–	–	–	–	–	–
Pensions / Retirement deductions	0500	–	–	–	–	–	–	–	–	–	–
Loan repayments	0600	–	–	–	–	–	–	–	–	–	–
Trade Creditors	0700	482	3	23	–	–	–	–	–	507	–
Auditor General	0800	–	–	–	–	–	–	–	–	–	–
Other	0900	–	–	–	–	–	–	–	–	–	–
Total By Customer Type	**1000**	**482**	**3**	**23**	**–**	**–**	**–**	**–**	**–**	**507**	–

WC022 Witzenberg - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M06 December

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate ³	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands		Yrs/Months												
Municipality														
ABSA Bank Ltd		7 Months	Call Investment	Yes	Yes	Yes	No	No	17/02/2025	46,529	362		–	**46,891**
First National Bank		3 Months	Call Investment	Yes	Yes	Yes	No	No	22/10/2024	(0)	–		–	**(0)**
Nedbank Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	41,006	219	(41,225)	–	**–**
Standard Bank of SA Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	41,016	221	(41,237)	–	**–**
ABSA Bank Ltd		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	123		24,000	**24,123**
Nedbank Ltd		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	119		24,000	**24,119**
First National Bank		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	119		24,000	**24,119**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
Municipality sub-total										**128,551**	**1,163**		**72,000**	**119,252**
Entities														
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
Entities sub-total										–	–		–	–
TOTAL INVESTMENTS AND INTEREST	2									**128,551**	**1,163**		**72,000**	**119,252**

WC022 Witzenberg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		**4,797**	**3,159**	**3,159**	**–**	**2,692**	**1,580**	**1,113**	**70.4%**	**3,159**
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		3,247	1,559	1,559	–	1,092	780	313	40.1%	1,559
Local Government Financial Management Grant [Schedule 5B]		1,550	1,600	1,600	–	1,600	800	800	100.0%	1,600
Provincial Government:		**34,087**	**45,527**	**45,527**	**(7,123)**	**5,081**	**21,802**	**(16,721)**	**-76.7%**	**45,527**
OPEX PROV LIBRARY		–	10,683	10,683	(7,123)	–	5,342	(5,342)	-100.0%	10,683
OPEX PROV CDW		132	132	132	–	132	66	66	100.0%	132
OPEX PROV THUSONG		–	150	150	–	–	–	–		150
OPEX PROV MUN ACC AND CAP BUILDING		245	249	249	–	249	–	249		249
OPEX PROV FIN MAN SUPPORT		–	–	–	–	150	–	150		–
Specify (Add grant description)		250	150	150	–	–	–	–		150
OPEX PROV HOUSING IHHSDG		–	25,000	25,000	–	–	12,500	(12,500)	-100.0%	25,000
Specify (Add grant description)		33,460	–	–	–	4,550	–	4,550		–
Specify (Add grant description)		–	1,375	1,375	–	–	–	–		1,375
Specify (Add grant description)		–	7,788	7,788	–	–	3,894	(3,894)	-100.0%	7,788
District Municipality:		**150**	**–**	**–**	**–**	**–**	**–**	–		**–**
Specify (Add grant description)		150	–	–	–	–	–	–		–
Other grant providers:		**2,763**	**–**	**–**	**–**	**2,476**	**–**	2,476		**–**
Foreign Government and International Organisations		680	–	–	–	–	–	–		–
Private Enterprises		2,083	–	–	–	2,476	–	2,476		–
Total Operating Transfers and Grants	5	**41,797**	**48,686**	**48,686**	**(7,123)**	**10,249**	**23,381**	**(13,132)**	**-56.2%**	**48,686**
Capital Transfers and Grants										
National Government:		**25,209**	**40,630**	**40,630**	**–**	**20,576**	**20,315**	**261**	**1.3%**	**40,630**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		900	–	–	–	–	–	–		–
Municipal Infrastructure Grant [Schedule 5B]		24,309	25,630	25,630	–	12,576	12,815	(239)	-1.9%	25,630
Water Services Infrastructure Grant [Schedule 5B]		–	15,000	15,000	–	8,000	7,500	500	6.7%	15,000
Provincial Government:		**16,559**	**2,232**	**2,232**	**–**	**700**	**766**	(66)	-8.6%	**2,232**
Specify (Add grant description)		200	–	–	–	–	–	–		–
CAPEX PROV FIRE		1,658	–	–	–	–	–	–		–
Specify (Add grant description)		–	1,532	1,532	–	–	766	(766)	-100.0%	1,532
CAPEX PROV INFORMAL SETTLEMENT UPGRADING		–	700	700	–	700	–	700		700
CAPEX PROV MAIN ROADS		14,702	–	–	–	–	–	–		–
District Municipality:		**672**	**–**	**–**	**–**	**–**	**–**	–		**–**
CAPEX DISTRICT		600	–	–	–	–	–	–		–
CAPEX DISTRICT TRAFFIC SAFETY PROJECT		72	–	–	–	–	–	–		–
Other grant providers:		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Total Capital Transfers and Grants	5	**42,440**	**42,862**	**42,862**	**–**	**21,276**	**21,081**	**195**	**0.9%**	**42,862**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	84,237	91,548	91,548	(7,123)	31,525	44,462	(12,937)	-29.1%	91,548

WC022 Witzenberg - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M06 December

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		**5,911**	**(4,029)**	**(4,029)**	**161**	**2,171**	**(2,014)**	**4,186**	**-207.8%**	**(4,029)**
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		3,364	(1,559)	(1,559)	135	1,266	(780)	2,045	-262.4%	(1,559)
Local Government Financial Management Grant [Schedule 5B]		1,550	(1,470)	(1,470)	26	906	(735)	1,641	-223.3%	(1,470)
Municipal Infrastructure Grant [Schedule 5B]		997	(1,000)	(1,000)	–	–	(500)	500	-100.0%	(1,000)
Provincial Government:		**39,584**	**(46,426)**	**(46,426)**	**(4,279)**	**4,996**	**(23,213)**	**28,209**	**-121.5%**	**(46,426)**
OPEX PROV TITLE DEEDS RESTORATION		568	–	–	–	–	–	–		–
OPEX PROV LIBRARY		–	(10,683)	(10,683)	(4,282)	–	(5,342)	5,342	-100.0%	(10,683)
OPEX PROV CDW		71	(262)	(262)	3	7	(131)	139	-105.6%	(262)
OPEX PROV THUSONG		–	(130)	(130)	–	–	(65)	65	-100.0%	(130)
OPEX PROV MUN ACC AND CAP BUILDING		196	(858)	(858)	–	–	(429)	429	-100.0%	(858)
OPEX PROV WATER RESILIENCE		500	–	–	–	–	–	–		–
Specify (Add grant description)		295	(172)	(172)	–	–	(86)	86	-100.0%	(172)
OPEX PROV HOUSING IHHSDG		–	(1,532)	(1,532)	–	–	(766)	766	-100.0%	(1,532)
Specify (Add grant description)		37,954	(32,788)	(32,788)	–	4,988	(16,394)	21,382	-130.4%	(32,788)
Other grant providers:		**2,767**	**(205)**	**(205)**	**–**	**–**	**(102)**	102	-100.0%	**(205)**
Foreign Government and International Organisations		1,793	(205)	(205)	–	–	(102)	102	-100.0%	(205)
Private Enterprises		974	–	–	–	–	–	–		–
Total operating expenditure of Transfers and Grants:		**48,262**	**(50,660)**	**(50,660)**	**(4,118)**	**7,167**	**(25,330)**	**32,497**	**-128.3%**	**(50,660)**
National Government:		**23,296**	**(39,630)**	**(39,630)**	**148**	**729**	**(19,815)**	**20,544**	**-103.7%**	**(39,630)**
Municipal Infrastructure Grant [Schedule 5B]		23,296	(24,630)	(24,630)	148	591	(12,315)	12,906	-104.8%	(24,630)
Water Services Infrastructure Grant [Schedule 5B]		–	(15,000)	(15,000)	–	139	(7,500)	7,639	-101.8%	(15,000)
Provincial Government:		**15,229**	**(1,375)**	**(1,375)**	**–**	**143**	**(688)**	830	-120.7%	**(1,375)**
Specify (Add grant description)		200	–	–	–	–	–	–		–
CAPEX PROV MUN INTERVENTION		–	(179)	(179)	–	–	(90)	90	-100.0%	(179)
CAPEX PROV FIRE		1,675	–	–	–	–	–	–		–
CAPEX PROV LOAD SHEDDING RELIEF		475	–	–	–	–	–	–		–
CAPEX PROV MAIN ROADS		12,879	(1,196)	(1,196)	–	143	(598)	740	-123.9%	(1,196)
District Municipality:		**1,851**	**100**	**100**	**–**	**–**	**50**	(50)	-100.0%	**100**
CAPEX DISTRICT		500	100	100	–	–	50	(50)	-100.0%	100
Specify (Add grant description)		1,200	–	–	–	–	–	–		–
CAPEX DISTRICT TRAFFIC SAFETY PROJECT		142	–	–	–	–	–	–		–
CAPEX DISTRICT SECURITY CAMERAS		9	–	–	–	–	–	–		–
Total capital expenditure of Transfers and Grants		**40,376**	**(40,905)**	**(40,905)**	**148**	**872**	**(20,453)**	**21,325**	**-104.3%**	**(40,905)**
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		**88,638**	**(91,565)**	**(91,565)**	**(3,970)**	**8,039**	**(45,782)**	**53,821**	**-117.6%**	**(91,565)**

WC022 Witzenberg - Supporting Table SC7(2) Monthly Budget Statement - Expenditure against approved rollovers - M06 December

Description R thousands	Ref	Budget Year 2024/25				
		Approved Rollover 2023/24	Monthly Actual	YearTD Actual	YTD Variance	YTD Variance %
EXPENDITURE Operating expenditure of Approved Roll-overs						
TOTAL EXPENDITURE OF APPROVED ROLL-OVERS		–	–	–	–	

WC022 Witzenberg - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M06 December

Summary of Employee and Councillor remuneration R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
	1	A	B	C						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		9,007	9,658	9,658	780	4,990	4,829	161	3%	9,658
Pension and UIF Contributions		1,339	1,422	1,422	109	671	711	(40)	-6%	1,422
Medical Aid Contributions		54	86	86	–	–	43	(43)	-100%	86
Motor Vehicle Allowance		–	0	0	–	–	–	–		0
Cellphone Allowance		1,048	1,146	1,146	83	496	573	(77)	-13%	1,146
Other benefits and allowances		–	0	0	–	–	–	–		0
Sub Total - Councillors		**11,447**	**12,311**	**12,311**	**972**	**6,156**	**6,156**	**1**	**0%**	**12,311**
% increase	4		**7.5%**	**7.5%**						**7.5%**
Senior Managers of the Municipality	3									
Basic Salaries and Wages		4,082	4,395	4,395	267	1,872	2,198	(326)	-15%	4,395
Pension and UIF Contributions		358	404	404	31	188	202	(14)	-7%	404
Medical Aid Contributions		32	9	9	–	–	5	(5)	-100%	9
Performance Bonus		803	890	890	–	452	445	7	2%	890
Motor Vehicle Allowance		1,316	1,115	1,115	67	583	557	25	5%	1,115
Cellphone Allowance		365	332	332	23	170	166	4	2%	332
Housing Allowances		33	57	57	–	–	29	(29)	-100%	57
Other benefits and allowances		45	61	61	0	1	31	(30)	-98%	61
Sub Total - Senior Managers of Municipality		**7,034**	**7,265**	**7,265**	**388**	**3,265**	**3,632**	**(367)**	**-10%**	**7,265**
% increase	4		**3.3%**	**3.3%**						**3.3%**
Other Municipal Staff										
Basic Salaries and Wages		141,863	157,900	158,097	13,466	77,177	79,049	(1,872)	-2%	158,097
Pension and UIF Contributions		23,199	26,552	26,602	2,093	12,309	13,301	(992)	-7%	26,602
Medical Aid Contributions		9,802	11,093	11,093	864	5,118	5,546	(428)	-8%	11,093
Overtime		23,267	27,792	27,796	1,836	11,682	13,898	(2,216)	-16%	27,796
Performance Bonus		10,640	12,510	12,510	1,016	5,807	6,255	(449)	-7%	12,510
Motor Vehicle Allowance		6,758	7,751	7,751	741	3,926	3,876	51	1%	7,751
Cellphone Allowance		690	1,018	1,018	72	391	509	(118)	-23%	1,018
Housing Allowances		1,166	1,427	1,427	99	604	713	(110)	-15%	1,427
Other benefits and allowances		6,819	7,829	7,829	665	3,805	3,915	(109)	-3%	7,829
Payments in lieu of leave		2,522	3,754	3,754	–	3,686	1,877	1,808	96%	3,754
Long service awards		913	1,015	1,015	90	539	507	32	6%	1,015
Post-retirement benefit obligations	2	7,706	11,653	11,653	907	5,439	5,826	(387)	-7%	11,653
Sub Total - Other Municipal Staff		**235,345**	**270,293**	**270,546**	**21,849**	**130,483**	**135,273**	**(4,790)**	**-4%**	**270,546**
% increase	4		**14.8%**	**15.0%**						**15.0%**
Total Parent Municipality		**253,826**	**289,869**	**290,122**	**23,208**	**139,905**	**145,061**	**(5,156)**	**-4%**	**290,122**
Unpaid salary, allowances & benefits in arrears:										
Board Members of Entities										
Sub Total - Executive members Board	2	–	–	–	–	–	–	–		–
% increase	4									
Senior Managers of Entities										
Sub Total - Senior Managers of Entities		–	–	–	–	–	–	–		–
% increase	4									
Other Staff of Entities										
Sub Total - Other Staff of Entities		–	–	–	–	–	–	–		–
% increase	4									
Total Municipal Entities		–	–	–	–	–	–	–		–
TOTAL SALARY, ALLOWANCES & BENEFITS		**253,826**	**289,869**	**290,122**	**23,208**	**139,905**	**145,061**	**(5,156)**	**-4%**	**290,122**
% increase	4		**14.2%**	**14.3%**						**14.3%**
TOTAL MANAGERS AND STAFF		**242,378**	**277,558**	**277,811**	**22,237**	**133,748**	**138,905**	**(5,157)**	**-4%**	**277,811**

WC022 Witzenberg - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December

Description	Ref	Budget Year 2024/25												2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	1	July Outcome	August Budget	September Budget	October Budget	November Budget	December Budget	January Budget	February Budget	March Budget	April Budget	May Budget	June Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Cash Receipts By Source																
Property rates		6,736	13,751	8,139	25,750	5,745	4,108	8,607	8,607	8,607	8,607	8,607	(3,981)	103,281	108,881	115,270
Service charges - electricity revenue		33,478	35,134	34,797	29,483	21,039	17,851	40,600	40,600	40,600	40,600	40,600	112,420	487,205	535,527	588,111
Service charges - water revenue		3,044	3,009	4,585	3,001	2,681	2,536	3,133	3,133	3,133	3,133	3,133	3,079	37,600	42,392	44,386
Service charges - Waste Water Management		1,951	4,835	1,652	2,145	1,847	1,610	4,355	4,355	4,355	4,355	4,355	16,444	52,256	51,942	56,286
Service charges - Waste Mangement		2,175	2,402	2,030	2,639	2,103	1,801	2,153	2,153	2,153	2,153	2,153	1,922	25,839	27,059	30,515
Rental of facilities and equipment		146	239	274	567	254	267	0	0	0	0	0	(1,743)	5	6	6
Interest earned - external investments		998	1,293	758	1,164	3,012	716	2,921	2,921	5,656	2,921	2,921	20,712	45,994	47,793	49,683
Interest earned - outstanding debtors		–	–	–	–	5	–	298	298	298	298	298	2,082	3,577	3,756	3,944
Fines, penalties and forfeits		93	117	67	123	87	201	372	372	372	372	372	1,920	4,469	4,693	4,928
Licences and permits		136	162	53	98	84	99	213	213	213	213	213	859	2,558	2,685	2,820
Agency services		272	490	280	581	339	580	381	381	381	381	381	124	4,570	4,799	5,039
Transfers and Subsidies - Operational		71,099	6,955	132	5,073	7,401	47,653	12,142	12,142	20,762	12,142	12,142	(13,252)	194,392	196,992	205,715
Other revenue		190	405	222	483	684	475	452	452	452	452	452	706	5,426	5,698	5,982
Cash Receipts by Source		**120,319**	**68,792**	**52,987**	**71,107**	**45,281**	**77,897**	**75,629**	**75,629**	**86,984**	**75,629**	**75,629**	**141,291**	**967,172**	**1,032,223**	**1,112,684**
Other Cash Flows by Source													–			
Transfers and subsidies - capital (monetary allocations) (National /		5,000	1,000	–	–	3,700	1,750	–	–	10,541	–	–	24,372	46,362	39,556	30,727
Short term loans		–	–	–	–	–	–	–	–	6,250	–	–	14,738	20,988	(4,012)	(4,012)
Increase (decrease) in consumer deposits		31	40	55	53	15	27	–	–	–	–	–	(222)	–	–	–
Total Cash Receipts by Source		**125,350**	**69,832**	**53,042**	**71,159**	**48,996**	**79,674**	**75,629**	**75,629**	**103,774**	**75,629**	**75,629**	**180,179**	**1,034,522**	**1,067,767**	**1,139,399**
Cash Payments by Type													–			
Employee related costs		18,868	19,295	22,545	20,494	31,950	23,066	39,424	39,424	39,424	39,424	39,424	139,754	473,093	492,706	518,694
Remuneration of councillors		951	951	951	931	1,401	972	–	–	–	–	–	(6,156)	–	–	–
Interest		0	–	–	–	–	–	–	–	–	–	–	(0)	–	–	–
Bulk purchases - Electricity		44,039	54,856	48,261	26,754	23,730	24,223	35,922	35,922	35,922	35,922	35,922	29,593	431,067	485,812	547,510
Acquisitions - water & other inventory		3,341	776	1,694	1,558	1,822	2,030	2,000	2,000	2,000	2,000	2,000	2,779	24,000	25,200	26,460
Contracted services		4,220	9,240	3,223	3,079	3,652	5,017	939	939	939	939	939	(21,861)	11,263	11,358	11,500
Transfers and subsidies - other		91	340	144	111	78	267	–	–	–	–	–	(1,031)	–	–	–
Other expenditure		10,266	6,701	4,805	6,317	6,210	4,881	–	–	–	–	–	(39,180)	–	–	–
Cash Payments by Type		**81,776**	**92,158**	**81,622**	**59,245**	**68,843**	**60,455**	**78,285**	**78,285**	**78,285**	**78,285**	**78,285**	**103,897**	**939,422**	**1,015,076**	**1,104,164**
Other Cash Flows/Payments by Type																
Capital assets		1,940	348	5,715	4,872	8,562	3,435	–	–	–	–	–	(24,872)	–	–	–
Other Cash Flows/Payments		(11,882)	(13,239)	(9,334)	1,092	(3,592)	(13,091)	–	–	–	–	–	50,047	–	–	–
Total Cash Payments by Type		**71,834**	**79,267**	**78,003**	**65,209**	**73,813**	**50,799**	**78,285**	**78,285**	**78,285**	**78,285**	**78,285**	**129,072**	**939,422**	**1,015,076**	**1,104,164**
NET INCREASE/(DECREASE) IN CASH HELD		**53,516**	**(9,435)**	**(24,961)**	**5,950**	**(24,816)**	**28,875**	**(2,656)**	**(2,656)**	**25,489**	**(2,656)**	**(2,656)**	**51,107**	**95,100**	**52,691**	**35,236**
Cash/cash equivalents at the month/year beginning:		187,235	240,751	231,317	206,356	212,306	187,490	216,365	213,709	211,053	236,542	233,885	231,229	187,235	282,336	335,026
Cash/cash equivalents at the month/year end:		240,751	231,317	206,356	212,306	187,490	216,365	213,709	211,053	236,542	233,885	231,229	282,336	282,336	335,026	370,262

WC022 Witzenberg - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Revenue										
Exchange Revenue										

WC022 Witzenberg - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M06 December

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Revenue By Municipal Entity										
Insert name of municipal entity		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
Total Operating Revenue	1	–	–	–	–	–	–	–		–
Expenditure By Municipal Entity										
Insert name of municipal entity		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
Total Operating Expenditure	2	–	–	–	–	–	–	–		–
Surplus/ (Deficit) for the yr/period		–	–	–	–	–	–	–		–
Capital Expenditure By Municipal Entity										
Insert name of municipal entity		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
		–	–	–	–	–	–	–		–
Total Capital Expenditure	3	–	–	–	–	–	–	–		–

WC022 Witzenberg - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M06 December

Month	2023/24	Budget Year 2024/25							
R thousands	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	% spend of Original Budget
Monthly expenditure performance trend									
July	216	3,004	3,577	742	742	3,577	2,835	79.2%	1%
August	5,739	3,004	3,577	346	1,088	7,154	6,066	84.8%	1%
September	4,059	15,284	15,857	5,004	6,092	23,010	16,918	73.5%	7%
October	5,014	3,004	3,577	5,140	11,233	26,587	15,355	57.8%	13%
November	7,537	3,004	3,577	7,521	18,754	30,164	11,410	37.8%	22%
December	6,153	15,384	15,857	2,984	21,737	46,021	24,283	52.8%	25%
January	1,226	3,004	3,577	–	21,737	49,597	27,860	56.2%	25%
February	4,783	3,004	3,577	–	21,737	53,174	31,437	59.1%	25%
March	6,810	15,284	15,857	–	21,737	69,031	47,294	68.5%	25%
April	4,180	3,004	3,577	–	21,737	72,608	50,870	70.1%	25%
May	14,828	3,004	3,577	–	21,737	76,184	54,447	71.5%	25%
June	26,064	15,384	15,857	–	21,737	92,041	70,304	76.4%	25%
Total Capital expenditure	**86,610**	**85,365**	**92,041**	**21,737**					

WC022 Witzenberg - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		**21,321**	**22,898**	**23,513**	**1,120**	**6,213**	**11,757**	(5,544)	**-47.2%**	**23,513**
Roads Infrastructure		–	1,532	1,532	–	–	766	(766)	**-100.0%**	1,532
Roads		–	1,332	1,332	–	–	666	(666)	**-100.0%**	1,332
Road Structures		–	200	200	–	–	100	(100)	**-100.0%**	200
Storm water Infrastructure		–	–	–	–	–	–	–		–
Electrical Infrastructure		1,037	–	–	–	–	–	–		–
MV Networks		1,037	–	–	–	–	–	–		–
Water Supply Infrastructure		10,095	21,265	21,265	919	5,573	10,633	(5,060)	**-47.6%**	21,265
Dams and Weirs		2,857	–	–	–	–	–	–		–
Reservoirs		4,991	–	–	–	–	–	–		–
Bulk Mains		2,246	21,265	21,265	919	5,573	10,633	(5,060)	**-47.6%**	21,265
Sanitation Infrastructure		837	–	162	–	162	81	81	**100.0%**	162
Toilet Facilities		837	–	162	–	162	81	81	**100.0%**	162
Solid Waste Infrastructure		9,352	100	554	201	478	277	201	**72.6%**	554
Landfill Sites		4,301	–	201	201	201	101	101	**100.0%**	201
Waste Drop-off Points		1,685	100	353	–	277	176	101	**57.0%**	353
Waste Separation Facilities		3,366	–	–	–	–	–	–		–
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		–	–	–	–	–	–	–		–
Community Assets		**58**	**1,000**	**1,000**	**–**	**–**	**500**	**(500)**	**-100.0%**	**1,000**
Community Facilities		58	1,000	1,000	–	–	500	(500)	**-100.0%**	1,000
Libraries		58	1,000	1,000	–	–	500	(500)	-100.0%	1,000
Sport and Recreation Facilities		–	–	–	–	–	–	–		–
Heritage assets		–	–	–	–	–	–	–		–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Revenue Generating		–	–	–	–	–	–	–		–
Non-revenue Generating		–	–	–	–	–	–	–		–
Other assets		**748**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Operational Buildings		616	–	–	–	–	–	–		–
Training Centres		616	–	–	–	–	–	–		–
Housing		132	–	–	–	–	–	–		–
Social Housing		132	–	–	–	–	–	–		–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Intangible Assets		**331**	**80**	**363**	**–**	**–**	**182**	**(182)**	-100.0%	**363**
Licences and Rights		331	80	363	–	–	182	(182)	**-100.0%**	363
Computer Software and Applications		331	80	363	–	–	182	(182)	-100.0%	363
Computer Equipment		**932**	**350**	**410**	**–**	**77**	**205**	**(128)**	-62.6%	**410**
Computer Equipment		932	350	410	–	77	205	(128)	-62.6%	410
Furniture and Office Equipment		**701**	**516**	**565**	**157**	**259**	**282**	**(23)**	-8.3%	**565**
Furniture and Office Equipment		701	516	565	157	259	282	(23)	-8.3%	565
Machinery and Equipment		**6,097**	**950**	**989**	**291**	**417**	**494**	**(78)**	-15.7%	**989**
Machinery and Equipment		6,097	950	989	291	417	494	(78)	-15.7%	989
Transport Assets		**12,395**	**1,000**	**1,000**	**–**	**47**	**500**	**(453)**	-90.6%	**1,000**
Transport Assets		12,395	1,000	1,000	–	47	500	(453)	-90.6%	1,000
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Capital Expenditure on new assets	1	**42,583**	**26,794**	**27,840**	**1,568**	**7,012**	**13,920**	**6,908**	**49.6%**	**27,840**

WC022 Witzenberg - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		**15,836**	**8,500**	**13,704**	**–**	**9,264**	**6,852**	2,411	**35.2%**	**13,704**
Roads Infrastructure		13,473	5,000	9,454	–	8,513	4,727	3,786	**80.1%**	9,454
Roads		13,473	5,000	9,454	–	8,513	4,727	3,786	**80.1%**	9,454
Storm water Infrastructure		–	–	–	–	–	–	–		–
Electrical Infrastructure		1,000	500	500	–	–	250	(250)	**-100.0%**	500
MV Networks		1,000	500	500	–	–	250	(250)	**-100.0%**	500
Water Supply Infrastructure		100	750	750	–	–	375	(375)	**-100.0%**	750
Distribution		100	750	750	–	–	375	(375)	**-100.0%**	750
Sanitation Infrastructure		1,262	2,250	3,000	–	750	1,500	(750)	**-50.0%**	3,000
Reticulation		1,262	1,000	1,000	–	–	500	(500)	**-100.0%**	1,000
Waste Water Treatment Works		–	1,250	2,000	–	750	1,000	(250)	**-25.0%**	2,000
Solid Waste Infrastructure		–	–	–	–	–	–	–		–
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		–	–	–	–	–	–	–		–
Community Assets		**–**	**450**	**450**	**23**	**23**	**225**	**(202)**	**-89.7%**	**450**
Community Facilities		–	–	–	–	–	–	–		–
Sport and Recreation Facilities		–	450	450	23	23	225	(202)	**-89.7%**	450
Outdoor Facilities		–	450	450	23	23	225	(202)	-89.7%	450
Heritage assets		–	–	–	–	–	–	–		–
								–		
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Revenue Generating		–	–	–	–	–	–	–		–
Non-revenue Generating		–	–	–	–	–	–	–		–
Other assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Operational Buildings		–	–	–	–	–	–	–		–
Housing		–	–	–	–	–	–	–		–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Licences and Rights		–	–	–	–	–	–	–		–
Computer Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Machinery and Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Transport Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Capital Expenditure on renewal of existing assets	1	**15,836**	**8,950**	**14,154**	**23**	**9,287**	**7,077**	**(2,210)**	**-31.2%**	**14,154**

WC022 Witzenberg - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		**18,827**	**25,463**	**19,550**	**1,713**	**5,231**	**9,775**	(4,544)	**-46.5%**	**19,550**
Roads Infrastructure		7,971	13,159	8,635	835	2,172	4,318	(2,145)	**-49.7%**	8,635
Roads		6,817	11,976	7,452	309	1,541	3,726	(2,185)	**-58.6%**	7,452
Road Furniture		1,154	1,183	1,183	526	631	592	40	**6.7%**	1,183
Storm water Infrastructure		322	1,535	1,535	12	14	767	(754)	**-98.2%**	1,535
Storm water Conveyance		322	1,535	1,535	12	14	767	(754)	**-98.2%**	1,535
Electrical Infrastructure		1,564	2,358	2,276	5	770	1,138	(368)	**-32.4%**	2,276
HV Substations		–	15	–	–	–	–	–		–
MV Substations		770	1,028	995	5	87	498	(411)	**-82.5%**	995
MV Switching Stations		–	0	–	–	–	–	–		–
MV Networks		395	723	711	–	148	356	(207)	**-58.2%**	711
LV Networks		399	592	570	–	534	285	249	**87.6%**	570
Water Supply Infrastructure		2,648	2,860	2,190	84	393	1,095	(702)	**-64.1%**	2,190
Dams and Weirs		1,308	1,286	1,286	53	128	643	(515)	**-80.2%**	1,286
Boreholes		380	398	298	–	–	149	(149)	**-100.0%**	298
Pump Stations		56	59	59	12	12	30	(17)	**-58.2%**	59
Water Treatment Works		307	118	118	8	70	59	11	**18.5%**	118
Bulk Mains		363	520	100	–	56	50	6	**12.7%**	100
Distribution		111	350	200	11	127	100	27	**26.8%**	200
Distribution Points		124	130	130	–	–	65	(65)	**-100.0%**	130
Sanitation Infrastructure		6,322	5,551	4,914	777	1,883	2,457	(574)	**-23.4%**	4,914
Reticulation		2,857	2,960	2,798	734	1,243	1,399	(157)	**-11.2%**	2,798
Waste Water Treatment Works		3,368	2,464	1,989	42	594	994	(401)	**-40.3%**	1,989
Toilet Facilities		97	127	127	1	47	64	(17)	**-26.8%**	127
Solid Waste Infrastructure		–	–	–	–	–	–	–		–
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		–	–	–	–	–	–	–		–
Community Assets		**600**	**1,103**	**1,035**	**39**	**323**	**517**	**(195)**	**-37.6%**	**1,035**
Community Facilities		449	680	660	39	243	330	(87)	**-26.2%**	660
Halls		137	200	180	–	74	90	(16)	-18.3%	180
Crèches		106	151	151	21	49	75	(26)	-34.9%	151
Libraries		25	31	31	–	3	16	(13)	-81.7%	31
Cemeteries/Crematoria		106	185	185	18	99	93	6	6.8%	185
Public Ablution Facilities		–	32	32	–	–	16	(16)	-100.0%	32
Markets		74	81	81	–	19	40	(21)	-52.7%	81
Sport and Recreation Facilities		151	423	375	–	79	187	(108)	**-57.7%**	375
Indoor Facilities		75	155	112	–	77	56	21	37.3%	112
Outdoor Facilities		77	268	263	–	2	131	(129)	-98.3%	263
Heritage assets		–	–	–	–	–	–	–		–
								–		
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Revenue Generating		–	–	–	–	–	–	–		–
Non-revenue Generating		–	–	–	–	–	–	–		–
Other assets		**708**	**821**	**793**	**22**	**258**	**396**	**(138)**	**-34.9%**	**793**
Operational Buildings		335	559	531	5	128	265	(137)	**-51.8%**	531
Municipal Offices		335	559	531	5	128	265	(137)	-51.8%	531
Housing		373	262	262	17	130	131	(1)	**-0.8%**	262
Social Housing		373	262	262	17	130	131	(1)	-0.8%	262
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Licences and Rights		–	–	–	–	–	–	–		–
Computer Equipment		**122**	**182**	**172**	**8**	**73**	**86**	**(13)**	-15.0%	**172**
Computer Equipment		122	182	172	8	73	86	(13)	-15.0%	172
Furniture and Office Equipment		**1**	**61**	**61**	**–**	**2**	**31**	**(29)**	-95.1%	**61**
Furniture and Office Equipment		1	61	61	–	2	31	(29)	-95.1%	61
Machinery and Equipment		**163**	**314**	**314**	**2**	**8**	**157**	**(149)**	-94.8%	**314**
Machinery and Equipment		163	314	314	2	8	157	(149)	-94.8%	314
Transport Assets		**2,912**	**3,439**	**3,933**	**113**	**1,263**	**1,966**	**(703)**	-35.8%	**3,933**
Transport Assets		2,912	3,439	3,933	113	1,263	1,966	(703)	-35.8%	3,933
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Repairs and Maintenance Expenditure	1	**23,334**	**31,384**	**25,859**	**1,897**	**7,158**	**12,929**	**5,771**	**44.6%**	**25,859**

WC022 Witzenberg - Supporting Table SC13d Monthly Budget Statement - depreciation by asset class - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Depreciation by Asset Class/Sub-class										
Infrastructure		**23,499**	**38,394**	**38,394**	**–**	**–**	**19,197**	(19,197)	**-100.0%**	**38,394**
Roads Infrastructure		6,188	4,758	4,758	–	–	2,379	(2,379)	**-100.0%**	4,758
Roads		6,188	558	558	–	–	279	(279)	**-100.0%**	558
Road Structures		–	2,100	2,100	–	–	1,050	(1,050)	**-100.0%**	2,100
Road Furniture		–	2,100	2,100	–	–	1,050	(1,050)	**-100.0%**	2,100
Storm water Infrastructure		2,432	2,091	2,091	–	–	1,046	(1,046)	**-100.0%**	2,091
Drainage Collection		2,432	507	507	–	–	253	(253)	**-100.0%**	507
Storm water Conveyance		–	1,077	1,077	–	–	539	(539)	**-100.0%**	1,077
Attenuation		–	507	507	–	–	253	(253)	**-100.0%**	507
Electrical Infrastructure		3,813	3,912	3,912	–	–	1,956	(1,956)	**-100.0%**	3,912
HV Substations		–	474	474	–	–	237	(237)	**-100.0%**	474
HV Switching Station		–	474	474	–	–	237	(237)	**-100.0%**	474
HV Transmission Conductors		–	474	474	–	–	237	(237)	**-100.0%**	474
MV Substations		–	474	474	–	–	237	(237)	**-100.0%**	474
MV Switching Stations		–	474	474	–	–	237	(237)	**-100.0%**	474
MV Networks		3,357	591	591	–	–	296	(296)	**-100.0%**	591
LV Networks		457	474	474	–	–	237	(237)	**-100.0%**	474
Capital Spares		–	474	474	–	–	237	(237)	**-100.0%**	474
Water Supply Infrastructure		6,066	5,434	5,434	–	–	2,717	(2,717)	**-100.0%**	5,434
Dams and Weirs		–	407	407	–	–	203	(203)	**-100.0%**	407
Boreholes		68	407	407	–	–	203	(203)	**-100.0%**	407
Reservoirs		873	407	407	–	–	203	(203)	**-100.0%**	407
Pump Stations		439	407	407	–	–	203	(203)	**-100.0%**	407
Water Treatment Works		–	407	407	–	–	203	(203)	**-100.0%**	407
Bulk Mains		–	100	100	–	–	50	(50)	**-100.0%**	100
Distribution		4,686	1,100	1,100	–	–	550	(550)	**-100.0%**	1,100
Distribution Points		–	1,100	1,100	–	–	550	(550)	**-100.0%**	1,100
PRV Stations		–	1,100	1,100	–	–	550	(550)	**-100.0%**	1,100
Sanitation Infrastructure		4,512	5,559	5,559	–	–	2,779	(2,779)	**-100.0%**	5,559
Pump Station		137	100	100	–	–	50	(50)	**-100.0%**	100
Reticulation		137	1,200	1,200	–	–	600	(600)	**-100.0%**	1,200
Waste Water Treatment Works		4,130	1,200	1,200	–	–	600	(600)	**-100.0%**	1,200
Outfall Sewers		–	1,200	1,200	–	–	600	(600)	**-100.0%**	1,200
Toilet Facilities		–	1,859	1,859	–	–	929	(929)	**-100.0%**	1,859
Capital Spares		108	–	–	–	–	–	–		–
Solid Waste Infrastructure		334	16,640	16,640	–	–	8,320	(8,320)	**-100.0%**	16,640
Landfill Sites		302	15,000	15,000	–	–	7,500	(7,500)	**-100.0%**	15,000
Waste Transfer Stations		–	328	328	–	–	164	(164)	**-100.0%**	328
Waste Processing Facilities		–	328	328	–	–	164	(164)	**-100.0%**	328
Waste Drop-off Points		31	328	328	–	–	164	(164)	**-100.0%**	328
Waste Separation Facilities		–	328	328	–	–	164	(164)	**-100.0%**	328
Electricity Generation Facilities		–	328	328	–	–	164	(164)	**-100.0%**	328
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		153	–	–	–	–	–	–		–
Data Centres		153	–	–	–	–	–	–		–
Community Assets		**2,940**	**3,527**	**3,527**	**–**	**–**	**1,763**	**(1,763)**	**-100.0%**	**3,527**
Community Facilities		1,014	2,079	2,079	–	–	1,039	(1,039)	**-100.0%**	2,079
Halls		–	1,422	1,422	–	–	711	(711)	-100.0%	1,422
Centres		299	–	–	–	–	–	–		–
Fire/Ambulance Stations		12	–	–	–	–	–	–		–
Libraries		199	385	385	–	–	192	(192)	-100.0%	385
Cemeteries/Crematoria		5	13	13	–	–	6	(6)	-100.0%	13
Public Open Space		7	260	260	–	–	130	(130)	-100.0%	260
Public Ablution Facilities		408	–	–	–	–	–	–		–
Markets		83	–	–	–	–	–	–		–
Airports		1	–	–	–	–	–	–		–
Sport and Recreation Facilities		1,926	1,448	1,448	–	–	724	(724)	**-100.0%**	1,448
Outdoor Facilities		1,926	1,448	1,448	–	–	724	(724)	-100.0%	1,448
Heritage assets		–	–	–	–	–	–	–		–
Investment properties		**409**	**742**	**742**	**–**	**–**	**371**	(371)	-100.0%	**742**
Revenue Generating		–	371	371	–	–	185	(185)	**-100.0%**	371
Improved Property		–	185	185	–	–	93	(93)	-100.0%	185
Unimproved Property		–	185	185	–	–	93	(93)	-100.0%	185
Non-revenue Generating		409	371	371	–	–	185	(185)	**-100.0%**	371
Improved Property		409	185	185	–	–	93	(93)	-100.0%	185
Unimproved Property		–	185	185	–	–	93	(93)	-100.0%	185
Other assets		**1,653**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Operational Buildings		1,653	–	–	–	–	–	–		–
Municipal Offices		1,604	–	–	–	–	–	–		–
Workshops		49	–	–	–	–	–	–		–
Housing		–	–	–	–	–	–	–		–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**

Description R thousands	Ref 1	2023/24 Audited Outcome	Budget Year 2024/25 Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Intangible Assets		**12**	**128**	**128**	**–**	**21**	**64**	**(43)**	-67.4%	**128**
Licences and Rights		12	128	128	–	21	64	(43)	**-67.4%**	128
Water Rights		–	17	17	–	–	8	(8)	-100.0%	17
Computer Software and Applications		12	111	111	–	21	55	(35)	-62.5%	111
Computer Equipment		**669**	**2,373**	**2,373**	**–**	**–**	**1,186**	**(1,186)**	-100.0%	**2,373**
Computer Equipment		669	2,373	2,373	–	–	1,186	(1,186)	-100.0%	2,373
Furniture and Office Equipment		**834**	**630**	**630**	**–**	**–**	**315**	**(315)**	-100.0%	**630**
Furniture and Office Equipment		834	630	630	–	–	315	(315)	-100.0%	630
Machinery and Equipment		**2,221**	**1,505**	**1,505**	**–**	**–**	**752**	**(752)**	-100.0%	**1,505**
Machinery and Equipment		2,221	1,505	1,505	–	–	752	(752)	-100.0%	1,505
Transport Assets		**2,005**	**6,921**	**6,921**	**–**	**–**	**3,460**	**(3,460)**	-100.0%	**6,921**
Transport Assets		2,005	6,921	6,921	–	–	3,460	(3,460)	-100.0%	6,921
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Depreciation	1	**34,241**	**54,219**	**54,219**	**–**	**21**	**27,109**	**27,088**	**99.9%**	**54,219**

WC022 Witzenberg - Supporting Table SC13e Monthly Budget Statement - capital expenditure on upgrading of existing assets by asset class - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class										
Infrastructure		**24,326**	**48,721**	**48,727**	**1,392**	**5,421**	**24,363**	(18,943)	**-77.8%**	**48,727**
Roads Infrastructure		18,633	585	585	–	–	292	(292)	**-100.0%**	585
Roads		–	100	100	–	–	50	(50)	**-100.0%**	100
Road Structures		18,633	485	485	–	–	242	(242)	**-100.0%**	485
Storm water Infrastructure		–	450	450	–	–	225	(225)	**-100.0%**	450
Storm water Conveyance		–	450	450	–	–	225	(225)	**-100.0%**	450
Electrical Infrastructure		5,693	30,702	30,709	–	1,647	15,354	(13,708)	**-89.3%**	30,709
HV Substations		1,373	25,000	25,000	–	555	12,500	(11,945)	**-95.6%**	25,000
MV Substations		1,500	500	920	–	679	460	219	**47.6%**	920
MV Networks		1,820	1,609	1,309	–	–	654	(654)	**-100.0%**	1,309
LV Networks		1,000	3,593	3,480	–	413	1,740	(1,327)	**-76.3%**	3,480
Water Supply Infrastructure		–	3,340	3,340	64	64	1,670	(1,606)	**-96.2%**	3,340
Water Treatment Works		–	500	500	–	–	250	(250)	**-100.0%**	500
Distribution		–	2,840	2,840	64	64	1,420	(1,356)	**-95.5%**	2,840
Sanitation Infrastructure		–	13,643	13,643	1,328	3,710	6,822	(3,112)	**-45.6%**	13,643
Waste Water Treatment Works		–	13,643	13,643	1,328	3,710	6,822	(3,112)	**-45.6%**	13,643
Solid Waste Infrastructure		–	–	–	–	–	–	–		–
Rail Infrastructure		–	–	–	–	–	–	–		–
Coastal Infrastructure		–	–	–	–	–	–	–		–
Information and Communication Infrastructure		–	–	–	–	–	–	–		–
Community Assets		**3,865**	**100**	**100**	**–**	**–**	**50**	**(50)**	**-100.0%**	**100**
Community Facilities		828	100	100	–	–	50	(50)	**-100.0%**	100
Cemeteries/Crematoria		–	100	100	–	–	50	(50)	-100.0%	100
Markets		828	–	–	–	–	–	–		–
Sport and Recreation Facilities		3,037	–	–	–	–	–	–		–
Outdoor Facilities		3,037	–	–	–	–	–	–		–
Heritage assets		–	–	–	–	–	–	–		–
								–		
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Revenue Generating		–	–	–	–	–	–	–		–
Non-revenue Generating		–	–	–	–	–	–	–		–
Other assets		**–**	**600**	**1,020**	**–**	**18**	**510**	**(492)**	**-96.5%**	**1,020**
Operational Buildings		–	600	1,020	–	18	510	(492)	**-96.5%**	1,020
Municipal Offices		–	300	720	–	18	360	(342)	-95.0%	720
Workshops		–	300	300	–	–	150	(150)	-100.0%	300
Housing		–	–	–	–	–	–	–		–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Intangible Assets		**–**	**200**	**200**	**–**	**–**	**100**	**(100)**	-100.0%	**200**
Licences and Rights		–	200	200	–	–	100	(100)	**-100.0%**	200
Computer Software and Applications		–	200	200	–	–	100	(100)	-100.0%	200
Computer Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Machinery and Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Transport Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Living resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**		**–**
Mature		–	–	–	–	–	–	–		–
Immature		–	–	–	–	–	–	–		–
Total Capital Expenditure on upgrading of existing assets	1	**28,191**	**49,621**	**50,047**	**1,392**	**5,439**	**25,023**	**19,585**	**78.3%**	**50,047**

3.2 SUPPLY CHAIN MANAGEMENT

3.2.1 Demand and Acquisition

3.2.1.1 Advertisement stage

No formal written price quotations are currently in the advertisement stage.

The following competitive bids are currently in the advertisement stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/21/82	Electrical and mechanical maintenance of water and sewer pump stations, treatment works and related infrastructure in Witzenberg area	24-Jan-2025
08/2/22/40	Maintenance & Upgrading of Municipal Geographic Information System	24-Jan-2025

3.2.1.2 Evaluation stage:

The following competitive bids are currently in the evaluation stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/21/09	Provision of services as an Implementing agent for specified human settlement projects in the Witzenberg Municipal area	03-Dec-2024	Awaiting	C Mackenzie
08/2/21/16	Supply and delivery of Electrical Equipment	03-Oct-2024	21-Nov-2024	M Grove
08/2/21/51	Clearing of Alien Vegetation in Witzenberg Municipal area	25-Sep-2024	27-Sep-2024	H Truter
08/2/21/89	Supply and delivery of Crushed Stone aggregate and sand	05-Sep-2024	04-Oct-2024 BEC: 14-Nov-2024	E Lintnaar
08/2/22/16	Supply, delivery and off-loading of calcium hypochlorite and water purification Lime	15-Nov-2024	Awaiting	M Frieslaar N Jacobs
08/2/22/17	Invitation for Long Term Borrowings	09-Oct-2024	04-Nov-2024	WP Mars
08/2/22/27	Hiring of double Axle combination vacuum and jetting truck and 12000 litre super sucker vacuum truck	15-Nov-2024	17-Dec-2024	N Jacobs
08/2/22/29	Upgrade of Ceres 11KV switching substation	04-Dec-2024	Awaiting	V Dyusha
08/2/22/42	Energy efficient interventions in Witzenberg Municipal area	10-Dec-2024	Awaiting	V Dyusha
08/2/22/43	Implementation of Protection study and the supply of associated equipment for the electricity network in Witzenberg Municipal area for a multi-year period	11-Dec-2024	Awaiting	V Dyusha

3.2 VOORSIENINGSKANAAL BESTUUR

3.2.1 Aanvraag en Verkryging

3.2.1.1 Adverteringsfase

Geen formele geskrewe pryskwotasies is tans in die adverteringsfase nie.

Die volgende mededingende tenders is tans in die adverteringsfase:

3.2.1.2 Evaluering stadium:

Die volgende mededingende tenders is tans in die evalueringsfase:

The following formal written price quotations are currently in the evaluation stage:

Die volgende formele geskrewe pryskwotasie is tans in die evalueringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/22/11	Clearing of overgrown erven in the Witzenberg Municipal area	25-Sep-2024	27-Sep-2024	H Truter
08/2/22/45	Supply and delivery of one steel container	22-Nov-2024	22-Nov-2024	H Truter
08/2/22/46	Supply, delivery and offloading of wooden transmission poles	05-Dec-2024	18-Dec-2024	M Frieslaar
08/2/22/53	Painting of Bella Vista community and ablution facility at Bella Vista ablution facility	29-Nov-2024	02-Dec-2024	H Truter
08/2/22/58	Supply and delivery of Laptops	13-Dec-2024	Awaiting	R Rhode

3.2.1.3 Adjudication stage

The following competitives bid are currently in the adjudication stage:

3.2.1.3 Toekenningsfase:

Die volgende mededingende tenders is tans in die toekenningsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE OF BEC	DATE OF BAC
08/2/19/39	Supply and delivery of electricity metering and related equipment (Line 11 & 13)	18-Aug-2022	16-Mar-2023 19-Oct-2023	15-May-2023 Referred back
08/2/21/91	Review of Witzenberg Municipal spatial development framework	05-Sep-2024	17-Oct-2024	02-Dec-2024 Referred back

No formal written price quotations are currently in the adjudication stage.

Geen formele geskrewe prys kwotasie is tans in die Toekenningsfase nie.

3.2.1.4 Bids awarded

The following bids were awarded by the Bid Adjudication Committee during the month of December 2024:

3.2.1.4 Tenders toegeken

Die volgende tenders was toegeken deur die Tender Toekenningskomitee gedurende Desember 2024:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Estimated Value (incl. VAT)
08/2/21/90	02-Dec-2024	Bidvest Waltons	Supply and delivery of Copy Paper	Bidder scored the highest points	R 1 300 000.00

The following bids were awarded by the Accounting Officer during the month of December 2024:

Die volgende tenders was toegeken deur die Rekenpligtige Beampte gedurende Desember 2024:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Estimated Value (incl. VAT)
08/2/21/27	12-Dec-2024	Khana Properties (PTY) Ltd	Supply, upgrade and replacement of Water networks in the Witzenberg area	Bidder scored the highest points	R 18 126 288

3.2.1.5 Paragraph 13 (1): Cancellation and re-invitation of tenders

The following bids were cancelled during December 2024:

3.2.1.5 Paragraaf 13 (1): Kansellasie en her-uitnodiging van tenders

Die volgende tenders was gekanselleer gedurende Desember 2024:

Bid ref number	Date	Brief description of services	Reason why bid is cancelled
08/2/22/47	02-Dec-2024	Supply and delivery of new aluminium windows for Witzenville community hall, Tulbagh	No responsive bid received

3.2.1.6 Paragraph 19 (1) l and 19 (2): Written price quotations

The following written price quotations were approved during the month of December 2024:

3.2.1.6 Paragraaf 19 (1) (c) en 19 (2): Geskrewe Prys Kwotasies

Die volgende geskrewe prys kwotasies was goedgekeur gedurende Desember 2024:

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
185761	27/11/2024	Ezolimo Training & Supply (Pty) Ltd	Supply and Delivery of First Aid Boxes Refills	Only responsive quotation	R 9 750.00 (Incl. VAT)	Chief Financial Officer
186014	17/12/2024	Sekunja Holdings	Door-to-Door External Newsletter Distribution	Only responsive quotation	R 20 000.00 (Incl. VAT)	Chief Financial Officer

3.2.1.7 Formal Written Price Quotations

The following formal written price quotations, in excess of R 30 000 were awarded by an official acting in terms of a sub-delegation for the month of December 2024:

3.2.1.7 Formele Geskrewe Prys Kwotasies

Die volgende formele geskrewe kwotasies, wat meer is as R 30 000.00 is toegeken deur 'n amptenaar wat in terme van 'n sub-afvaardiging vir die maand van Desember 2024:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Amount (Incl. VAT)	Official acting i.t.o sub delegation
08/2/22/15	10-Dec-2024	Skonto	Supply and delivery of protective clothing	Bidder scored highest total points	R 300 000.00	Acting Director: Technical Services
08/2/22/26	06-Dec-2024	Ceres Veterinary Hospital CC	Appointment of a service provider to provide Veterinarian services (re-advertisement)	Only responsive bidder	R 200 000.00	Acting Director: Community Services
08/2/22/56	06-Dec-2024	Imperatech Solutions (PTY) Ltd	Supply and delivery of Trend Micro Vision One	Only responsive bidder	R 278 735.85	Director: Corporate Services

3.2.1.8 Appeals

The following were lodged or dealt with by the Accounting Officer during the month of December 2024:

3.2.1.8 Appèlle

Die volgende is ontvang of was hanteer deur die Rekenpligtige beampte gedurende Desember 2024:

Bid ref number	Date of appeal	Name of supplier that bid was awarded to	Brief description of services	Status	Amount (Incl. VAT)	Appellant	Reason for Appeal
NONE							

3.2.1.9 Deviations

The following table contains the actuals against approved deviations by the Accounting Officer for the month of December 2024 which totals R 343 474:

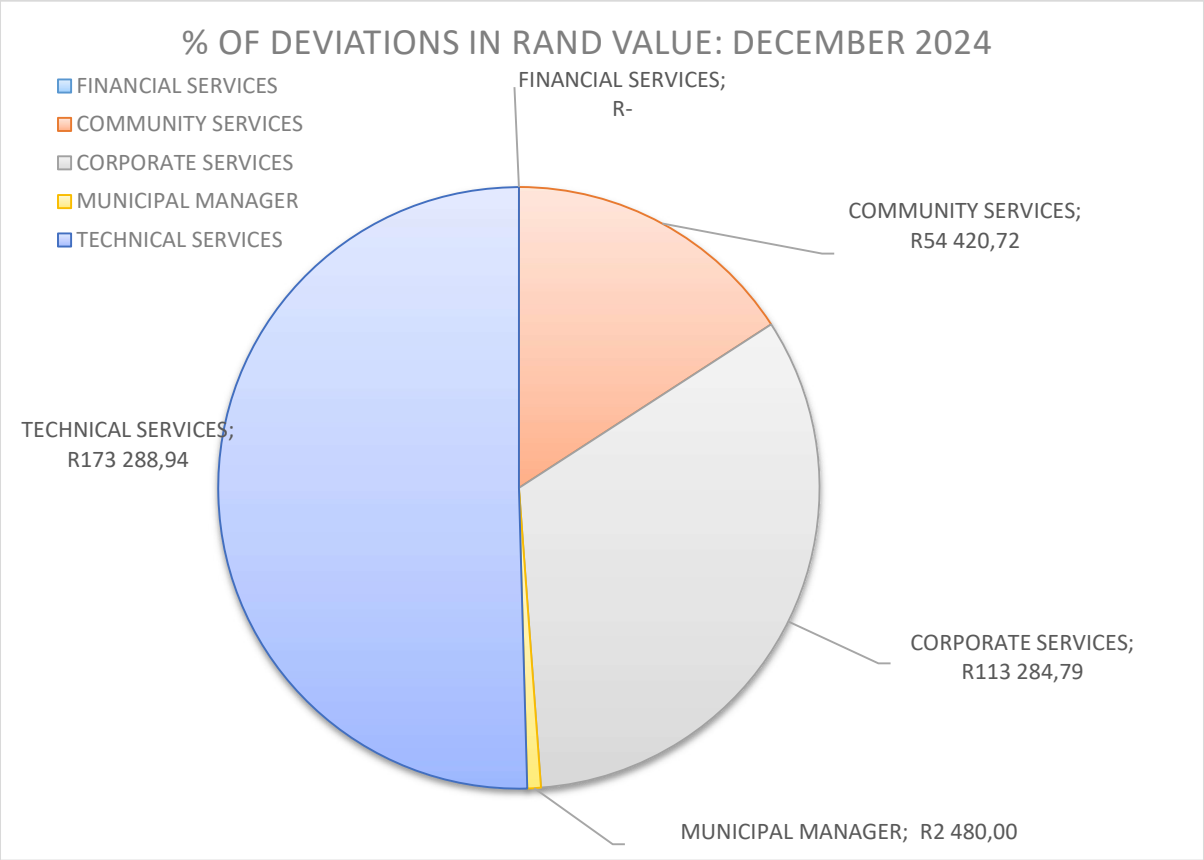
3.2.1.9 Afwykings

Die volgende tabel bevat die werklike uitgawes teen goedgekeurde afwykings deur die Rekenpligtige Beampte vir die maand van Desember 2024 wat beloop op die totaal van R 343 474:

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
02-Dec-24	Sandi Archari Incorporated	Legal services: Transfer of rental stock	Impractical	185820	6 325,00
02-Dec-24	ESL Audiovisual (PTY) Ltd	Live sound: Launch of GBV ambassadors & mobile office programme	Impractical	185825	5 050,00
06-Dec-24	Bulkmatech Cape CC	Servicing of Bulkmatech Equipment at Ceres MRF	Single supplier	185893	82 235,99
06-Dec-24	Ubuntu Technology (PTY) Ltd	Vmware vSphere Essential Plus8	Impractical	185908	70 567,79
09-Dec-24	Witzenberg Herald	Publish Notice: Rescheduling of Council meeting Dec 2024	Single supplier	185918	2 480,00
09-Dec-24	Witzenberg Herald	Publish Notice: Mayor's Christmas message and closing of Municipal offices	Single supplier	185931	8 900,00
17-Dec-24	Witzenberg Herald	Publish Notice: Various Municipal Advitisements - Dec 2024	Single supplier	186013	26 287,00
17-Dec-24	E-Amava Hydraulics and Springworks	Repair of Cherry picker for load test compliance	Impractical	186024	91 052,95
18-Dec-24	Witzenberg Herald	Publish Erratum Notice: Alienation of Erf 218 Op die Berg	Single supplier	186044	2 480,00
19-Dec-24	EM Scholtz Enterprises CC t/a Ceres Alarms	Maintenance of Pine Valley hall alarm system	Impractical	186140	6 878,15
20-Dec-24	CIMSO Business Solutions Africa (PTY) Ltd	Pine Forest: Innkeeper license fees, Support & service fees - 12 Months	Impractical	186167	41 217,57

MONTH / MAAND	DEVIATION AMOUNT AFWYKING BEDRAG	TOTAL VALUE OF ORDERS ISSUED TOTALE WAARDE VAN BESTELLINGS UITGEREIK	% DEVIATIONS OF TOTAL ORDERS ISSUED % AFWYKINGS VAN TOTALE BESTELLINGS UITGEREIK
Oct 2024	R 1 466 460	R 33 535 806	4.37%
Nov 2024	R 141 404	R 20 689 551	0.68%
Dec 2024	R 343 474	R 18 848 481	1.82%

DEVIATIONS PER DIRECTORATE:



Logistics

The table below contains a high level summary of information regarding the stores section:

Logistieke

Die tabel hieronder bevat 'n hoë vlak opsomming van inligting rakende die magasyn (stoor):

MONTH	Oct 2024	Nov 2024	Dec 2024
Value of inventory at hand	R 20 847 225	R 20 480 929	R 20 053 127
Turnover rate of total value of inventory	1.16	0.99	0.97
Date of latest stores reconciliation	31 Dec 2024		
Date of last stock count	28 Nov 2024		
Date of next stock count	14 Mar 2025		

Cash Flow Forecast

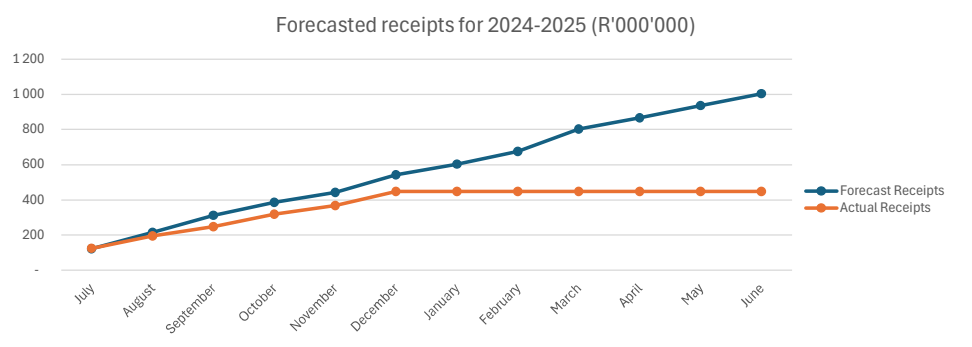
Current commitments against cash

Cash Book Balance plus Investments	R 218 626 560
Total Commitments	(R141 577 964)
Unspent Grants	(R19 345 463)
Eskom Account	(R23 041 946)
Consumer Deposits	(R10 544 430)
Provision for Rehabilitation	(R19 142 364)
Working Capital Requirement	(R17 558 940)
Payables & Accruals	(R20 902 870)
Provision Current Employee Benefits	(R31 041 951)
Uncommitted Cash Balance	**R 77 048 597**

The estimated cost coverage ratio is as follow

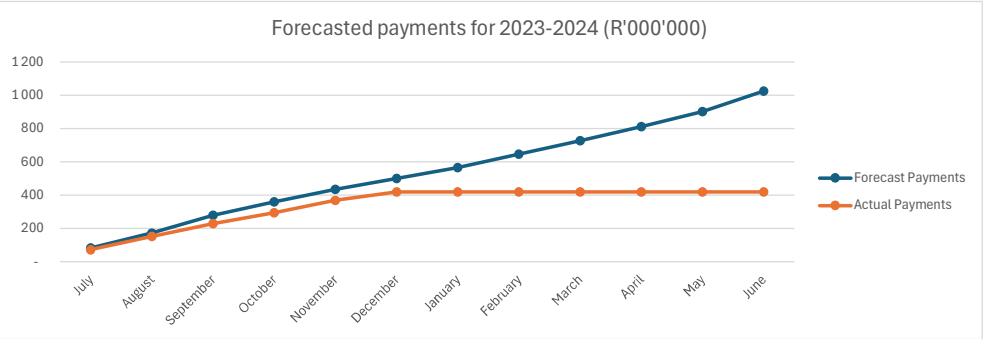
	Current
Cash and Cash Equivalents	R 218 626 560
Less Unspent Grants	R 19 345 463
Estimated Average fixed cost per month	R 71 377 247
Ratio	2,79

The ratio indicates that the municipality has sufficient cash available to cover its fixed cost for the next 2,79 months.The acceptable norm is 3 months



It is estimated that cash receipts will amount to R1000 m for the 2024-2025 Financial Year
The performance of actual receipts against projected receipts for the month can be summarised as follow

Month	Projected Receitps	Actual Receipts
October	R74m	R71m
November	R56m	R49m
December	R100m	R80m



It is estimated that cash payments will amount to R1024 m for the 2024-2025 Financial Year
The performance of actual payments against projected payments for the month can be summarised as follow

Month	Projected Payments	Actual payments
October	R81m	R65m
November	R74m	R74m
December	R66m	R51m

WITZENBERG MUNICIPALITY
APPENDIX D - Unaudited
DISCLOSURES OF GRANTS AND SUBSIDIES IN TERMS OF SECTION 123 OF MFMA, 56 OF 2003

UNSPENT AND UNPAID GOVERNMENT GRANTS AND RECEIPTS	Balance 1 JULY 2024 (Unpaid)	Grants Received	Re-payment of Unspent Grant	Operating expenditure during the year Transferred to revenue	Capital expenditure during the year Transferred to revenue	Balance 30 JUNE 2025	Unspent 2024 (Payable)	Unpaid 2024 (Receivable)	Current Year Allocation	
									(DORA) Allocation Division of Revenue Amendment	Not Yet Received
	R	R	R	R	R	R	R	R		
National Government Grants										
Finance Management Grant	-	1 600 000	-	(905 719)	-	694 281	694 281	-	1 600 000	-
Municipal infrastructure Grant	59 596	12 576 000	-	-	(6 236 770)	6 398 826	6 398 826	-	25 630 000	13 054 000
Regional Bulk Infrastructure Grant (DWAF)	548 655	-	-	-	-	548 655	548 655	-		
Integrated National Electricity Program	122 359	-	-	-	-	122 359	122 359	-		-
Equitable share	-	108 364 000	-	(108 364 000)	-	-	-	-	145 706 000	37 342 000
Department of Rural Development	471 155	-	-	-	-	471 155	471 155	-		-
Expanded Public Works Programme	(198 128)	1 092 000	-	(1 265 732)	-	(371 860)	-	371 860	1 559 000	467 000
Neighbourhood Development Plan	-	-	-	-	-	-	-	-		-
Water Service Infrastructure Grant	-	8 000 000	-	-	(3 848 301)	4 151 699	4 151 699	-	15 000 000	7 000 000
Municipal Water Infrastructure	-	-	-	-	-	-				-
Energy Efficiency and Demand-Side Management Grant	-	2 750 000	-	-	-	2 750 000			3 500 000	750 000
Provincial Government Grants										
Library services	-	-	-	-	-	-	-	-	10 683 000	10 683 000
CDW	50 948	132 000	-	(7 332)	-	175 616	175 616	-	132 000	-
Main roads	-	-	-	-	-	-	-	-		-
Municipal Infrastructure Support Grant	(1 046 497)	-	-	-	-	(1 046 497)	-	1 046 497		-
Economic Development and Tourism SMME booster	68	-	-	-	-	68	68	-		-
Public Transport	-	-	-	-	-	-	-	-		-
Municipal Accreditation and Capacity Building Grant	49 391	249 000	-	-	-	298 391	298 391	-	249 000	-
Human Settlement Development	-	-	-	-	-	-	-	-	25 000 000	25 000 000
Fire Service Capacity Building Grant	10 013	-	-	-	-	10 013	10 013	-		-
Capacity Building (Internship)	-	-	-	-	-	-	-	-		-
Municipal Infrastructure	(206 126)	-	-	-	-	(206 126)	-	206 126		-
Financial Management Support	-	150 000	-	-	-	150 000	150 000	-	150 000	-
Maintenance and Construction of Transport Infrastructure	(5 061 033)	-	-	-	(142 592)	(5 203 625)	-	5 203 625	1 375 000	1 375 000
Local Government Support Grant	-	-	-	-	-	-	-	-		-
Regional Social Econimical Program	-	-	-	-	-	-	-	-		-
Local Government Employment Grant	-	-	-	-	-	-	-	-		-
Municipal Service Delivery & Capacity Building	-	-	-	-	-	-	-	-		-
Informal Settlements Upgrading Partnership Grant: Provinces (Beneficiaries)	(4 493 639)	4 549 991	-	(4 988 243)	-	(4 931 891)	-	4 931 891	1 532 000	(3 017 991)
Sport and Recreation	-	-	-	-	-	-	-	-		-
Municipal Energy Resilience Grant	-	700 000	-	-	-	700 000	700 000	-	700 000	-
Electronic Case Management Intervention	-	-	-	-	-	-	-	-		-
Loadshedding	-	-	-	-	-	-	-	-		-
Water Resilience	-	-	-	-	-	-	-			-
Municipal Service Delivery	-	-	-	-	-	-	-			-
Acceleration of Housing Delivery	-	-	-	-	-	-			7 788 000	7 788 000
Thusong service centres grant: Sustainability Operational Support Grant	-	-	-	-	-	-			150 000	150 000
District Municipality	-									
Parks and recreation	800 001	-	-	-	-	800 001	800 001	-		-
Sanitation Infrastructure	-	-	-	-	-	-	-	-		-
Planning and Development	100 000	-	-	-	-	100 000	100 000	-		-
Infrastructure	300 207	-	-	-	-	300 207	300 207	-		-
Covid 19	1 944 236	-	-	-	-	1 944 236	1 944 236	-		-
Safety Project	(84 065)	-	-	-	-	(84 065)	-	84 065		-
OPEX Tourism	-	-	-	-	-	-	-	-		-
Other	-									
Table Mountain - Clearing Alien Vegetation	-	-	-	-	-	-	-	-		-
Development Bank of South Africa	-	-	-	-	-	-	-	-		-
Nedbank	-	476 273	-	-	-	476 273	476 273	-		-
Perdekraal Wind Farm	-	2 000 000	-	-	-	2 000 000	2 000 000	-	300 000	(1 700 000)
	-									-
Public Contributions	-									-
Essen Belgium	3 684	-	-	-	-	3 684	3 684	-		-
China - Water meters	-	-	-	-	-	-	-	-		-
Total	**(6 629 175)**	**142 639 264**	**-**	**(115 531 026)**	**(10 227 664)**	**10 251 399**	**19 345 463**	**11 844 064**	**241 054 000**	**98 891 009**

Revenue in respect of Capital grants only recognised when Capitalisation of related Capital Grant Expenditure is processed. VAT portion recognised on a monthly basis. **10 251 399**

Insurance Report - December 2024

Aging of Insurance Claims

Type of Claim	30 days or Less	More than 30 days	60 days or more	More than 120 Days	Total
Property Loss/damage	0	0	2	1	3
Motor Accident	0	2	0	7	9
Public Liability	1	5	2	16	24
Glass	0	0	0	0	0
Money loss	0	0	0	0	0
	1	7	4	24	36

High Value Third Party Claims

Claim Description	Value
Third Party fell on pavement after stepping into hole covered by grass	R 585,766
Third party stepped into hole of manhole cover on c/o Friesland & Delta Street,	R 628,370
Third Party Fell into an open manhole,corner Rooiels Avenue and Karee	R 2,551,000
Haywood R Elec Serv. (Five YO Boy burned at Pumpstation)	R 1,210,000

High Value Property Loss/Damage and Motor Accident Claims

Claim Description	Value
CT 14428 Trailer broke causing damage to enjin	R 40,000
Storm damage to Storm Water Channel	R 3,195,000

Claims Movement for the Month : December

	Property Loss/damage	Motor Accident	Public Liability	Glass	Money loss
Opening Balance	5	9	23	0	0
New Claims	0	0	1	0	0
Claims Closed	2	0	0	0	0
Closing Balance	3	9	24	0	0

OVERTIME & STANDBY REPORT DECEMBER 2024

OVERTIME	YTD 2024/25	YTD vs Budget %	Adjusted Budget	Original Budget	Projected	Projected Saving / (Shortfall)	Actual 2023/24
Administration	7,812	56.9%	13,721	13,721	15,625	-1,904	12,528
Cemetries	164,413	85.0%	193,482	193,482	328,827	-135,345	155,234
Community Halls And Facilities	158,459	41.5%	381,439	381,439	316,918	64,521	320,240
Council Cost	0		0	0	0	0	0
Electricity*	1,019,681	33.8%	3,019,523	3,019,523	2,039,361	980,162	2,170,666
Enviromental Protection	0		0	0	0	0	0
Fire Protection Sevices	591	2.4%	24,922	24,922	1,181	23,741	18,683
Housing: Administration	0	0.0%	2,982	2,982	0	2,982	0
Human Resources	0		0	0	0	0	0
IDP	3,430	49.8%	6,883	6,883	6,861	22	13,258
Information Tecnology	0		0	0	0	0	0
Internal Audit	0		0	0	0	0	0
L E D	0		0	0	0	0	0
Library Services*	0	0.0%	3,658	3,658	0	3,658	0
Marketing & Communications	253,606	51.4%	493,272	493,272	507,212	-13,940	435,922
Mechanical Workshop	147,942	41.7%	354,719	354,719	295,884	58,835	296,374
Parks	149,461	60.0%	249,266	249,266	298,922	-49,656	188,391
Performance Management	0		0	0	0	0	0
Pine Forest*	317,515	40.8%	777,271	777,271	635,030	142,241	659,857
Project Management	0		0	0	0	0	0
Property & Legal Services	0		0	0	0	0	0
Public Toilets	81,581	62.0%	131,494	131,494	163,163	-31,669	136,351
Recreational Land	169,974	55.9%	304,156	304,156	339,948	-35,792	269,255
Roads	180,541	49.5%	364,774	364,774	361,081	3,693	334,875
Sewerage	1,243,298	36.3%	3,427,782	3,427,782	2,486,596	941,186	2,579,774
Social & Welfare Services	3,238	55.8%	5,801	1,801	6,477	-676	3,389
Solid Waste*	1,140,544	44.3%	2,574,555	2,574,555	2,281,087	293,468	2,326,132
Stormwater Management	106,899	36.4%	293,855	293,855	213,797	80,058	206,319
Supply Chain Management	70,028	56.5%	123,986	123,986	140,056	-16,070	89,348
Swimming Pools	31,924	31.6%	101,018	101,018	63,848	37,170	100,085
Thusong Centre	0		0	0	0	0	0
Town Secretary	824	258.2%	319	319	1,647	-1,328	1,043
Traffic	2,184,030	43.7%	4,994,053	4,994,053	4,368,060	625,993	4,424,660
Treasury*	80,918	34.1%	237,102	237,102	161,835	75,267	164,336
Vehicle Licensing & Testing	225,464	60.0%	375,598	375,598	450,928	-75,330	380,508
Water Distribution	913,316	33.8%	2,702,500	2,702,500	1,826,632	875,868	2,045,934
TOTAL OVERTIME	**8,655,489**	**40.9%**	**21,158,131**	**21,154,131**	**17,310,978**	**3,847,153**	**17,333,164**

STANDBY	YTD 2024/25	YTD vs Budget %	Adjusted Budget	Original Budget	Projected	Projected Saving / (Shortfall)	Actual 2023/24
Administration	11,053	76.2%	14,508	14,508	22,105	-7,597	17,070
Cemetries	61,844	56.9%	108,673	108,673	123,687	-15,014	96,128
Community Halls And Facilities	61,936	39.7%	156,001	156,001	123,873	32,128	127,781
Council Cost	0		0	0	0	0	0
Electricity*	271,428	46.0%	589,587	589,587	542,856	46,731	526,278
Enviromental Protection	0		0	0	0	0	0
Fire Protection Sevices	489,410	44.8%	1,092,585	1,092,585	978,821	113,764	955,372
Housing: Administration	1,659	6.3%	26,237	26,237	3,318	22,919	14,848
Human Resources	0		0	0	0	0	0
IDP	0		0	0	0	0	0
Information Tecnology	27,251	40.9%	66,629	66,629	54,501	12,128	57,974
Internal Audit	0		0	0	0	0	0
L E D	0		0	0	0	0	0
Library Services	2,874	69.5%	4,136	4,136	5,748	-1,612	4,181
Marketing & Communications	0		0	0	0	0	0
Mechanical Workshop	76,747	47.7%	160,916	160,916	153,493	7,423	143,448
Parks	99,137	41.8%	236,975	236,975	198,273	38,702	197,997
Performance Management	0		0	0	0	0	0
Pine Forest*	78,296	57.0%	137,366	137,366	156,592	-19,226	134,057
Project Management	0		0	0	0	0	0
Property & Legal Services	0		0	0	0	0	0
Public Toilets	0		0	0	0	0	0
Recreational Land	107,077	48.4%	221,215	221,215	214,153	7,062	193,214
Roads	163,147	42.8%	381,069	381,069	326,293	54,776	363,508
Sewerage	305,322	44.0%	694,523	694,523	610,643	83,880	560,270
Social & Welfare Services	0		0	0	0	0	0
Solid Waste*	39,957	27.7%	144,348	144,348	79,913	64,435	124,576
Stormwater Management	96,045	38.4%	249,921	249,921	192,089	57,832	214,594
Supply Chain Management	27,431	43.3%	63,339	63,339	54,861	8,478	57,300
Swimming Pools	3,525	32.8%	10,750	10,750	7,050	3,700	6,243
Thusong Centre	0		0	0	0	0	0
Town Secretary	0		0	0	0	0	0
Traffic	732,961	45.6%	1,607,692	1,607,692	1,465,923	141,769	1,431,510
Treasury*	32,462	46.0%	70,539	70,539	64,924	5,615	61,487
Vehicle Licensing & Testing	81,204	45.8%	177,155	177,155	162,408	14,747	160,741
Water Distribution	255,520	44.8%	570,884	570,884	511,040	59,844	478,657
TOTAL STANDBY	**3,026,283**	**44.6%**	**6,785,048**	**6,785,048**	**6,052,566**	**732,482**	**5,927,235**

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

QUALITY CERTIFICATE

I, Mr D Nasson, Municipal Manager of Witzenberg Municipality, hereby certify that the monthly in year monitoring reports for the month of December 2024 has been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act.

Mr D Nasson

Municipal Manager of WITZENBERG MUNICIPALITY

Signature: _____

Date: 15/01/2024

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager

VAN / FROM: Director: Finance

DATUM / DATE: 03 December 2024

VERW. / REF.: 09/01/2/2/

UNAUTHORISED EXPENDITURE RELATING TO THE 2021/2022 FINANCIAL YEAR

1. PURPOSE

The purpose of this report is to submit an updated report on unauthorised expenditure to Council for information.

In terms of regulation 23(6)(b) of the Municipal Budget and Reporting Regulations (MBRR), council may authorise unauthorised expenditure in a special adjustments budget tabled in council when the mayor tables the annual report.

2. 2023-24 AUDITED ANNUAL FINANCIAL STATEMENTS

Previously Reported in the 2021/22 annual financial statements and to council and MPAC:

The operational budget for the Civil Services vote is exceeded with an amount of R 8 933 855 in respect of the recognition of depreciation of the deemed asset – Capitalized Restoration cost – Rehabilitation of Landfill sites. The mentioned item could only be calculated after the report on the rehabilitation cost was received from the relevant sources. The depreciation charge is a book entry – no cash payments were made.

Depreciation is an accounting practise; it is used to decrease the value of an asset over its remaining useful life. There is no money involved in this process, no money was spent as it is purely an accounting entry.

The value of the deemed asset increased as follows:

	30 June 2020	30 June 2021	30 June 2022
Capitalised Restoration Cost	R 46 435 549	R 96 550 736	R 148 911 822

The depreciation cost increased as follows:

	30 June 2020	30 June 2021	30 June 2022
Depreciation	R 2 688 067	R 2 498 945	R 10 115 542

The following journal entries were passed for the 2021/2022 financial year:

Dt Depreciation

Dt Accumulated Depreciation	R 10 074 504.17	
Kt Depreciation		R 10 074 504.17
Correction of error: Depreciation for rehabilitation cost 2021-2022		
Dt Depreciation	R 41 038.02	
Kt Accumulated Depreciation		R 41 038.02
Depreciation for post Monitoring cost 2021-2022		

Recalculations performed when compiling the annual financial statements for the 2023-24 financial year and the audit performed on the recalculations:

Whilst preparing the annual financial statements, finance officials re-performed calculations for depreciation relating to the landfill sites and noted formula errors. The revised calculations/ new amounts confirmed that the depreciation previously calculated was incorrect with an amount of R8 977 641. The recalculated amount for depreciation relating to the 2021-22 financial year is R1 137 902 and not the R10 074 504, previously reported.

The Accounting Standards Board (ASB) is the custodian of the GRAP accounting standards, which all municipalities must comply with.

The ASB issued a guide on how to account for the landfill site asset and depreciation relating to it. The following sections has been extracted from the guide:

The error is mainly due to reference to the incorrect interest rate when calculating the present value of the landfill site provision and the ***exclusion of the 30-year monitoring and inspection period****, as prescribed by the municipality's licence conditions, and as required by the Minimum Requirements, the entity needs to undertake monitoring and inspection activities while the landfill is operational. These activities include, among others, water and gas monitoring. This is to ensure proper management of any gas emanating from the site, or contamination of underground water, and that timely action is taken if this is the case. The extent of the monitoring and inspection to be undertaken during the operation of the landfill site will depend on the site classification and the entity's licence conditions. These costs are part of the costs to rehabilitate the landfill site asset.*

The useful life of the landfill site will be the period that the landfill site is available for use by an entity. The landfill site is available for use while it is in operation and while it stores waste. During these periods, the landfill site asset generates economic service potential by receiving, as well as safely storing waste for environmental protection. A landfill site is deemed to store waste during the rehabilitation and post-closure monitoring and inspection periods. The useful life of the landfill site asset is not linked to the entity's licence period.

When applying the guidance issued by the ASB, the error in the calculation performed for the 2021-22 financial year amounts to R8 977 641. In the 2021-22 annual financial statements the amount reported as unauthorised expenditure was R8 933 855. The error of R8 977 641 is higher than the R8 933 855 reported as unauthorised expenditure, thereby confirming that due to the accounting error, unauthorised expenditure should not have been reported in the 2021-22 annual financial statements. The budget for the 2021-22 financial year for depreciation was not exceeded and hence there should not have been unauthorised expenditure.

We would once again like to highlight that this is an accounting practise, there was no cash paid from the municipality bank account, hence it is classified as a non-cash transaction.

The municipality corrected the error in the 2023-24 annual financial statements submitted for audit. The AGSA audited the calculations and agreed with the municipality that unauthorised expenditure should never have been disclosed in the annual financial statements.

The accounting entry processed to correct the error was as follows:

Dt Accumulated Depreciation	R 8 977 641	-
Kt Depreciation		R 8 977 641
Correction of error: Depreciation for rehabilitation cost relating to the 2021-2022 financial year was previously incorrectly calculated.		

3. RECOMMENDATION

That Council take cognisance of the updated report relating to unauthorised expenditure.

Yours faithfully

H J Kritzinger
DIRECTOR FINANCE

NATIONAL TREASURY

MFMA Circular No 68

Municipal Finance Management Act No. 56 of 2003

Unauthorised, Irregular, Fruitless and Wasteful Expenditure

The purpose of this Circular is to provide clarity on the procedures to be followed when dealing with unauthorised, irregular or fruitless and wasteful expenditure as defined in section 1 of the Municipal Finance Management Act (MFMA).

Municipalities are organs of state within the local sphere of government that collect monies from the public in the form of rates, taxes, levies, surcharges, duties and service charges, receive grants from national and provincial government, invest surplus cash and borrow for capital expenditure or bridging finance for short term purposes. These resources are appropriated by Council for the purpose of fulfilling its powers and functions, primarily to deliver services, in accordance with their mandate as set out in sections 151,153 and 156 of the Constitution.

In terms of section 4(2)(a) of the Municipal Systems Act (MSA) the council has a duty to use the resources of the municipality in the best interest of the local community. This duty is extended to individual councillors through the Code of Conduct for Councillors which states that a councillor must:

i. "perform the functions of office in good faith, honestly and in a transparent manner, and
ii. at all times act in the best interests of the community and in such a way that the credibility and integrity of the municipality are not compromised."

The Auditor-General has highlighted an escalating trend in unauthorised, irregular, fruitless and wasteful expenditure in municipalities over recent years, evident in audit opinions and summarised in the annual reports on local government. We have also noticed a sense of uncertainty amongst municipalities on the understanding of how irregular expenditure should be treated and who has the legislative power to deal with irregular expenditure. The uncertainty relates mainly to how municipalities should conclusively deal with such matters, the process to be followed and the manner in which such matters should be recorded and disclosed. This Circular aims to provide clarity in this regard so that there is a common understanding on the process to be followed in dealing with these categories of expenditure. In order to better illustrate the process to be followed, a flowchart is attached (Annexure C), which sets out a step by step process for dealing with irregular expenditure. This process flowchart will assist municipalities in dealing with irregular expenditure and also reduce the extent of irregular expenditure prior to the commencement of the next audit cycle.

The Circular is supported by a Register (Annexure A) which will assist municipalities in recording, keeping track and managing the categories of expenditure mentioned above in a more transparent and accountable manner. The Register will be a central source of information concerning these type of expenditures for Council and relevant external stakeholders, by clearly recording the details of the transaction, the type of

expenditure, the person liable for the expenditure and what measures were taken by the municipality to address the matter.

Each Council therefore has a duty to introduce and adopt policies and processes to:

a) Prevent unauthorised, irregular, fruitless and wasteful expenditure;
b) Identify and investigate unauthorised, irregular, fruitless and wasteful expenditure;
c) Respond appropriately in accordance with the law; and
d) To address instances of unauthorised, irregular, fruitless and wasteful expenditure conclusively.

Defining unauthorised, irregular, fruitless and wasteful expenditure

Unauthorised expenditure

Unauthorised expenditure is defined in section 1 of the MFMA as follows:

> "unauthorised expenditure", in relation to a municipality, means any expenditure incurred by a municipality otherwise than in accordance with section 15 or 11(3), and includes—
>
> (a) overspending of the total amount appropriated in the municipality's approved budget;
> (b) overspending of the total amount appropriated for a vote in the approved budget;
> (c) expenditure from a vote unrelated to the department or functional area covered by the vote;
> (d) expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose;
> (e) 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
> (f) a grant by the municipality otherwise than in accordance with this Act.

Section 15 of the MFMA deals with appropriation of funds for expenditure and provides that a municipality may, except where otherwise provided in the MFMA, incur expenditure only in terms of an approved budget and within the limits of the amounts appropriated for the different votes in an approved budget. With reference to MFMA section 1 (a) in the definition above, a municipality's budget is divided into an operational budget and a capital budget. Overspending must be determined in relation to both the operational budget and the capital budget.

With reference to MFMA section 1(b) – a municipality's operational and capital budgets are divided into 'votes' which represent those components of the budget that have amounts appropriated for the financial year, for different departments or functional areas. The Municipal Budget and Reporting Regulations (MBRR) prescribe the structure and formats of municipal budgets, including votes, in Tables A1 to A10. Votes are informed by Table A3 (Budgeted Financial Performance: revenues and expenditure by municipal vote) and Table A5 (Budgeted Capital

Expenditure by vote, standard classification and funding). Budget Table A4 (Budgeted Financial Performance: revenue and expenditure) by implication is approved by the council and as such must also be taken into consideration when determining unauthorised expenditure. In other words, when considering unauthorised expenditure from an operating budget point of view, both Table A3 and A4 (read in conjunction with the supporting table SA1) of the MBRR would have to be considered. Overspending must also be determined in relation to each of the votes on *both* the operational budget and the capital budget. Where Council has approved a *virement policy* that allows the accounting officer to make limited shifts of funds between votes, this must also be taken into account.

With reference to MFMA section 1(c) – funds appropriated in a vote for a department may not be used for purposes unrelated to the functions of that department. In other words, an accounting officer or other official may not use funds allocated to one department for purposes of another department or for purposes that are not provided for in the budget. Where a Council has approved a virement policy, shifts made in accordance with that policy may be allowed, and must be taken into account when reviewing such expenditure.

With reference to MFMA section 1(d) – in addition to appropriating funds for a department's vote, the Council may also appropriate funds for a specific purpose within a department's vote, for example, for specific training initiatives or a capital project. Funds that have been designated for a specific purpose or project may not be used for any other purpose.

With reference to MFMA section 1(e) – the items referred to in the definition of 'allocation' are national and provincial conditional grants to a municipality and other 'conditional' allocations to the municipality from another municipality or another organ of state. Any use of conditional grant funds for a purpose other than that specified in the relevant conditional grant framework is classified as unauthorised expenditure.

With reference to MFMA section 1(f) – section 67 of the MFMA regulates the transfer of municipal funds to organisations and bodies outside government. In terms of this section, a municipality may only provide grants to organisations and NOT individuals. Therefore, any grant to an individual is unauthorised expenditure, unless it is in terms of the municipality's indigent policy or bursary scheme.

Therefore, valid expenditure decisions can only be made by council in terms of a budget or an adjustments budget. It follows that only the council may authorise instances of unauthorised expenditure and council must do so through an adjustment budget. This principle is further reiterated in section 32(2)(a)(i) of the MFMA read with regulation 25 of the MBRR which states that unauthorised expenditure must be authorised by the municipality in an adjustments budget that is approved by the municipal council. This is the rationale for the provisions in regulation 23(6) of the MBRR which provides the legal framework for the authorisation of unauthorised expenditure.

Expenditures that are NOT classified as unauthorised expenditure

Given the definition of unauthorised expenditure, the following are examples of expenditures that are NOT unauthorised expenditure:

(i) Any over-collection on the revenue side of the budget as this is not an expenditure; and

(ii) Any expenditure incurred in respect of:

- any of the transactions mentioned in section 11(1)(a) to (j) of the MFMA;
- re-allocation of funds and the use of such funds in accordance with a council approved virement policy;
- overspending of an amount allocated by standard classification on the main budget Table A2 (Budgeted Financial Performance: revenue and expenditure by standard classification), as long as it does not result in overspending of a 'vote' on the main budget Table A3 (Budgeted Financial Performance: revenue and expenditure by municipal vote) and Table A4 (Budgeted Financial Performance: revenue and expenditure (read in conjunction with supporting Table SA1) of the MBRR; and
- overspending of an amount allocated by standard classification on the main budget Table A5 (Budgeted Capital Expenditure by vote, standard classification and funding) of the MBRR so long as it does not result in an overspending of a 'vote' on the main budget Table A5.

Unauthorised expenditure on "non-cash" items

Municipalities have raised concerns over non-cash items being classified as unauthorised expenditure owing to the total amount of the budget being exceeded. Such expenditure relates to debt impairment, depreciation, asset impairment, transfers and grants as appropriated in Table A4 (Budgeted Statement of Financial Performance: revenue and expenditure) of the MBRR.

Although these expenditures are considered non-cash items as there is no transaction with any service provider or supplier, an under provision during the budget compilation process is a material misstatement of the surplus or deficit position of the municipality. This could be the result of poor planning, budgeting or financial management, or unknown events that gave rise to the asset and debt impairment after adoption of the budget. In this regard Table A4 (Budgeted Statement of Financial Performance: revenue and expenditure) must be read in conjunction with supporting Table SA1 of the MBRR.

We are aware of the challenge around correcting errors or omissions relating to actuarial calculations from a budget implementation point of view, given the timing of such calculations. In the interim, this could be addressed through an adjustment in the budget in February each year but before financial year end to correct any mistakes or errors relating to the actuarial calculations.

Unforeseen and unavoidable expenditure

Unforeseen and unavoidable expenditure is discussed in section 29 of the MFMA and reads as follows:

> (1) The mayor of a municipality may in emergency or other exceptional circumstances authorise unforeseeable and unavoidable expenditure for which no provision was made in an approved budget.
> (2) Any such expenditure—
> (a) must be in accordance with any framework that may be prescribed;
> (b) may not exceed a prescribed percentage of the approved annual budget;
> (c) must be reported by the mayor to the municipal council at its next meeting; and
> (d) must be appropriated in an adjustments budget.
> (3) If such adjustments budget is not passed within 60 days after the expenditure was incurred, the expenditure is unauthorised and section 32 applies.

The framework referred to in section 29(2)(a) of the MFMA is prescribed in chapter 5 of the MBRR, and contained in regulation 71 and 72. The following shall apply:

(i) the amount the mayor authorised as unforeseen and unavoidable expenditure exceeds the monetary limits set in regulation 72 of the MBRR, the amount in excess of the limit is unauthorised;

(ii) the reason for the mayor authorising the unforeseen and unavoidable expenditure does not fall within the ambit of regulation 71(1) of the MBRR, the expenditure is unauthorised;

(iii) the reason for the mayor not authorising the unforeseen and unavoidable expenditure falls outside the ambit of regulation 71(2) of the MBRR, the expenditure is unauthorised; and

(iv) the council does not appropriate the expenditure in an adjustments budget that is passed within 60 days after the expenditure was incurred, the expenditure is unauthorised.

Irregular expenditure

Irregular expenditure is defined in section 1 of the MFMA as follows:

> "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;
> (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;

(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".

In this context 'expenditure' refers to any use of municipal funds that is in contravention of the following legislation:

- Municipal Finance Management Act, Act 56 of 2003, and its regulations;
- Municipal Systems Act, Act 32 of 2000, and its regulations;
- Public Office-Bearers Act, Act 20 of 1998, and its regulations; and
- The municipality's supply chain management policy, and any by-laws giving effect to that policy

Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is defined in section 1 of the MFMA as follows:

> "fruitless and wasteful expenditure" means expenditure that was made in vain and would have been avoided had reasonable care been exercised.

The concept of *fruitless and wasteful expenditure* is founded on public administration and accountability principles, to promote "efficient, economic and effective use of resources and the attainment of value for money". The idea is also founded on the fact that the council, the mayor and the accounting officer have a fiduciary responsibility to ensure that municipal resources are used in the best interests of the municipality and the local community.

In this context 'expenditure' refers broadly to processes that must be followed, transactions with service providers or suppliers and the use of other resources belonging to the municipality. The phrase 'made in vain' indicates that the municipality derived no value for money from the expenditure or the use of other resources. Fruitless and wasteful expenditure must fulfill both the conditions in the definition, namely, that it was made in vain and it would have been avoided had reasonable care been exercised. The treatment of such expenditure is dealt with later in this Circular.

Process to be followed when dealing with unauthorised, irregular, fruitless and wasteful expenditure

Unauthorised expenditure

In considering the authorisation of unauthorised expenditure, council must consider the following factors:

(i) Has the matter been referred to Council for a determination and decision?

(ii) Has the nature, extent, grounds and value of the unauthorised expenditure been submitted to Council?

(iii) Has the incident been referred to a council committee for investigation and recommendations?

(iv) Has it been established whether the accounting officer or official or public office bearer that made, permitted or authorised the unauthorised expenditure acted deliberately or in a negligent or grossly negligent manner?

(v) Has the accounting officer informed Council, the mayor or the executive committee that a particular decision would result in an unauthorised expenditure as per section 32(3) of the MFMA?

(vi) Are there good grounds shown as to why an unauthorised expenditure should be authorised? For example:

- the mayor, accounting officer or official was acting in the best interests of the municipality and the local community by making and permitting unauthorised expenditure;
- the mayor, accounting officer or official was acting in good faith when making and permitting unauthorised expenditure; and
- the municipality has not suffered any material loss as a result of the action.

In these instances, the council should authorise the unauthorised expenditure. Depending on the responses received in relation to each question, municipal councils are advised to also include the element of consequence management as part of the above consideration. In this regard, municipalities are referred to the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings in assessing whether or not acts of financial misconduct were committed.

Adjustments budgets to authorise unauthorised expenditure

Section 15 of the MFMA provides that a municipality may incur expenditure only in terms of an approved budget. This is confirmed by section 32(2)(a)(i) of the MFMA that provides that council may only authorise unauthorised expenditure in an adjustments budget.

Sections 28(c) and 28(g) of the MFMA, read together with regulations 23(1), 23(2), 23(4) and 23(6) of the MBRR, discusses when council may authorise unauthorised

expenditure in an adjustments budget. This can be addressed in three different adjustments budgets as follows:

(a) ***Adjustments budget for unforeseen and unavoidable expenditure***: An adjustments budget to allow council to provide *ex post* authorisation for unforeseen and unavoidable expenditure that was authorised by the mayor in terms of section 29 of the MFMA must be tabled in council at the "first available opportunity" or within the 60 days after the expenditure was incurred (see section 29(3) of the MFMA). Should either of these timeframes be missed, the unforeseen and unavoidable expenditure must be treated in the same manner as any other type of unauthorised expenditure, and may still be authorised in one of the other adjustments budgets process described below.

(b) ***Main adjustments budget***: In terms of regulation 23(6)(a) of the MBRR, council may authorise unauthorised expenditure in the adjustments budget which may be tabled in council "at any time after the mid-year budget and performance assessment has been tabled in the council, but not later than 28 February of the current year". Therefore, unauthorised expenditure that occurred in the first half of the current financial year may be authorised by council in this adjustments budget. Where unauthorised expenditure from this period is not identified or investigated in time to include in this adjustments budget, it must be held over to the following adjustments budget process noted below.

(c) ***Special adjustments budget to authorise unauthorised expenditure****:* In terms of regulation 23(6)(b) of the MBRR, council may authorise unauthorised expenditure in a special adjustments budget tabled in council when the mayor tables the annual report in terms of section 127(2) of the MFMA. Kindly refer to MFMA Circular 63 for clarification in terms of the time period referred to in section 127(2) of the MFMA. This special adjustments budget "may only deal with unauthorised expenditure from the previous financial year which the council is being requested to authorise in terms of section 32(2)(a)(i) of the Act." This special adjustments budget therefore deals with:

- unauthorised expenditure that occurred in the first half of the previous financial year that was not included in the main adjustments budget or that was included but referred back for further investigation or further information;
- unauthorised expenditure that occurred in the second half of the previous financial year, and
- any unauthorised expenditure identified by the Auditor-General during the annual audit process.

The timing of this special adjustments budget requires:

- the municipality to report all the unauthorised expenditure in its annual financial statements (thus ensuring transparency regarding its performance with implementing the budget);

- the Auditor-General to audit the municipality's disclosure of its unauthorised expenditure and to add any further unauthorised expenditure identified in the audit process; and
- sufficient time (but also places a time limit) for instances of unauthorised expenditure to be properly investigated before being presented to council for a decision on whether or not to authorise it; the investigation is normally done by a council committee.

With regard to the accounting disclosure of unauthorised expenditure in the books of the municipality in terms of section 125 of the MFMA, we are aware that not all the unauthorised expenditure for a specific period relate to cash transactions. This therefore result in a distorted picture when reporting is done on this particular item in that the readers of the annual financial statements more often than not see unauthorised expenditure relating to non-cash items as money that was lost by the municipality. It is for this reason that we advise municipalities to distinguish in their annual financial statements between unauthorised expenditure relating to cash and non-cash items. This will provide readers with a clear picture of expenditure that was not in terms of the council approved annual budget (cash items) and those instances where incorrect estimations were made which resulted in unauthorised expenditure (non-cash items).

Recovery of unauthorised expenditure

All instances of unauthorised expenditure must be recovered from the liable official or political office-bearer, unless the unauthorised expenditure has been certified as irrecoverable by the council after an investigation by a council committee in terms of section 32(2)(a)(ii) of the MFMA.

Once it has been established who is liable for the unauthorised expenditure, the accounting officer must, in writing, request that the liable official or political office-bearer pay the amount within 30 days or in reasonable installments. If the person fails to comply with the request, the matter must be handed to the municipality's legal division for the recovery of the debt through the normal debt collection process.

Municipalities and municipal entities are reminded to incorporate consequence management processes as part of the expenditure recovery assessment. In other words, whenever unauthorised expenditure is incurred and it is referred to the council committee for investigation in terms of section 32(2)(a)(ii) of the MFMA, the committee must also assess whether or not the action or failure to act by any official constitute financial misconduct as defined in sections 171 and 172 of the MFMA and make an appropriate recommendation to council for further action in terms of chapter 15 of the MFMA read with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings.

Irregular expenditure

In terms of section 32(2)(b), irregular expenditure may only be written-off by Council if, after an investigation by a council committee, the irregular expenditure is certified as irrecoverable. In other words, writing-off is not a primary response, it is

subordinate to the recovery processes, and may only take place if the irregular expenditure is certified by Council as irrecoverable.

With reference to (a) as defined, - in terms of section 170 of the MFMA, only the National Treasury may condone non-compliance with a regulation issued in terms of the MFMA or a condition imposed by the Act itself. Municipal Councils therefore have no power in terms of the MFMA to condone any act of non-compliance in terms of the MFMA or any of its Regulations. Section 32(2)(b) of the MFMA provides the council only with the power to consider and resolve on the expenditure. Municipal Councils are therefore advised to ensure that the wording of their council resolutions are consistent with the wording in section 32(2)(b) of the MFMA i.e. "council hereby certify the expenditure as irrecoverable and resolve that it be written off or for recovery of the funds". Municipal councils should note that its ability to resolve on the irregular expenditure is not dependent on National Treasury's decision in relation to the municipality's application for condonation in terms of section 170. It is solely dependent on the investigation and recommendation from the council committee. Whatever the municipal council resolves is sufficient for the municipality to adjust its annual financial statements from an accounting disclosure perspective. The treatment of expenditure associated with the non-compliance is therefore the responsibility of the Council and is elaborated on later in this Circular.

With reference to (b) as defined – there is no provision in the Municipal Systems Act that allows for a contravention of the Act to be condoned. Nevertheless, should a municipality wish to request that an act of non-compliance with any provision of the MSA be condoned, then the accounting officer should address the request to the Minister of Co-operative Governance and Traditional Affairs, who is responsible for administering the MSA. The resultant expenditure should however be dealt with in terms of section 32(2) of the MFMA.

With reference to (c) as defined – there is no provision to allow irregular expenditure resulting from a contravention of the Public Office-Bearers Act to be condoned. This is consistent with section 167(2) of the MFMA, which provides that such irregular expenditure cannot be written-off and must be recovered from the political office-bearer concerned.

With reference to (d) as defined – a council may condone a contravention of the council approved SCM policy or a by-law giving effect to such policy, provided that the contravention, is not also a contravention of the MFMA or the SCM regulations, in which case (a) applies and then only National Treasury can condone a contravention of the SCM regulations. Any such requests must be accompanied by a full motivation and submitted to mfma@treasury.gov.za for consideration. Municipalities and municipal entities are cautioned that this is an onerous process and should not be taken lightly.

Once the Accounting Officer or Council becomes aware of any allegation of irregular expenditure, such allegation may be referred to the municipality's disciplinary board or any other appropriate investigative body for investigation, to determine whether or not grounds exist for a charge of financial misconduct to be laid against the official liable for the expenditure. Further guidance on the processes to follow in

investigating allegations of financial misconduct can be found in the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings read with MFMA Circular 76.

Ratification of minor breaches of the procurement process

In terms of regulation 36(1)(b) of the Municipal Supply Chain Management Regulations, the supply chain management policy of a municipality may allow the accounting officer to ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are *purely technical in nature.* Where a municipality's supply chain management policy does not include this provision the accounting officer cannot exercise this ratification power. It is important to note that the accounting officer can only rely on this provision if the official or committee who committed the breach had the delegated authority to perform the function in terms of the municipality's adopted System of Delegations, which must be consistent with the MFMA and its regulations. The process to deal with minor breaches of the SCM policy is contained in a flowchart, refer to (Annexure B).

Regulation 36(2) states that the accounting officer must record the reasons for any deviations and report to the next Council meeting, and disclose this in a note to the annual financial statements. The emphasis is on recording the "reasons for any deviations and the associated expenditure".

In terms of regulation 36 of the SCM Regulations, the accounting officer is responsible for deciding whether a particular breach of procurement processes is minor or material. In exercising this discretion, the accounting officer must be guided by:

a) the specific nature of the breach: is it simply technical in nature, not impacting in any significant way on the essential fairness, equity, transparency, competitiveness or cost effectiveness of the procurement process?
b) the circumstance surrounding the breach: are the circumstances justifiable?
c) the intent of those responsible for the breach: were they acting in good faith?
d) the financial implication as a result of the breach: what was the extent of the loss or benefit?

All the factors above must be considered before the accounting officer exercises his or her discretion. The accounting officer would have to consider the merits of each breach of the procurement processes and take a decision as to whether it should be classified as a minor or material breach.

Whether the resultant expenditure will be irregular is dependent on when the minor breach was identified. If the minor breach was identified before the award of the tender, such instance should be dealt with purely as a non-compliance matter through the ratification of a minor breach process. There will be no irregular expenditure since no expenditure had been incurred up to that point in time and the accounting officer will be authorised to address the matter conclusively. The relevant documentation supporting this decision should be maintained for audit purposes.

Should the minor breach be detected after the award was made and expenditure had been incurred for services rendered, there will be non-compliance and the resultant expenditure, will be regarded as irregular. In this instance, the accounting officer may ratify the minor breach provided that the breach in question is not simultaneously also a breach of the Municipal Supply Chain Management Regulation or the Act itself. The associated expenditure will have to be processed in terms of section 32(2)(b) of the MFMA. Note that the ratification of the minor breach by the accounting officer does not automatically regularise the expenditure as the legislative authority in this regard vests with the municipal council, after an investigation by a council committee. Refer to MFMA Circular 92 and the MPAC guide and toolkit for assistance on the process to be followed to address the irregular expenditure.

Note that this category only covers breaches of procurement processes in the municipality's SCM policy and not breaches of other legislation or regulations.

It is important to highlight that, in terms of the regulation 36 of the SCM Regulations, only the accounting officer can consider the ratification of minor breaches of procurement processes that are purely of a technical nature.

It is advisable that the accounting officer implement appropriate processes in the municipality's SCM policy to investigate the nature of the breach so that he/she can make an informed decision on corrective action. In the event that a breach falls outside the classification of a minor breach, the accounting officer cannot follow the remedy contained in regulation 36 (1) (b).

The MFMA and the SCM regulations do not specify what these processes should be, however, it is recommended that accounting officer investigate the nature of the breach through its Internal Audit Unit or any other investigation body and adopt corrective action as recommended by the Audit Committee.

The SCM regulation 36(2) specifies a separate process for reporting the ratification of minor breaches to council, after they have been ratified by the accounting officer. The findings of any investigation must be reported to the accounting officer for consideration when making a decision in this regard. It is important to maintain documentary evidence for audit purposes.

Disciplinary and criminal charges for unauthorised, irregular, fruitless and wasteful expenditure

If, after having followed a proper investigation, the council concludes that the political office-bearer or official responsible for making, permitting or authorising unauthorised, irregular, fruitless and wasteful expenditure did not act in good faith or committed an act of financial misconduct, then the municipality must consider instituting disciplinary action and criminal charges against the liable person/s in terms of chapter 15 of the MFMA read with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings.

If the action of the person(s) liable falls within the ambit of the above description, then the council, mayor or accounting officer (as may be relevant) must institute disciplinary charges as follows:

(i) *Financial misconduct in terms of section 171 of the MFMA read with the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings*: in the case of an official that deliberately or negligently:

- contravened a provision of the MFMA which resulted in unauthorised, irregular, fruitless and wasteful expenditure; or
- made, permitted or authorised an irregular expenditure (due to non-compliance with any of legislation mentioned in the definition of irregular expenditure);

(ii) *Breach of the Code of Conduct for Municipal Staff Members*: in the case of an official whose actions in making, permitting or authorising unauthorised, irregular, fruitless and wasteful expenditure constitute a breach of the Code; and

(iii) *Breach of the Code of Conduct for Councillors*: in the case of a political office-bearer, whose actions in making, permitting or authorising unauthorised, irregular, fruitless and wasteful expenditure constitute a breach of the Code. This would also include instances where a councillor knowingly voted in favour or agreed with a resolution before council that contravened legislation resulting in unauthorised, irregular, fruitless and wasteful expenditure when implemented, or where the political office-bearer improperly interfered in the management or administration of the municipality.

Recovery of irregular expenditure

All instances of irregular expenditure must be recovered from the liable official or political office-bearer, unless the expenditure is certified by the municipal council, after investigation by a council committee, as irrecoverable and written off by the council in terms of section 32(2)(b) of the MFMA. The National Treasury has issued a Municipal Public Accounts Committee (MPAC) Guideline and Toolkit, supported by MFMA Circular 92. This can also be used to clarify the roles and responsibilities of MPAC and for training purposes. Members of the MPAC who would be considering the recoverability of all unauthorised, irregular, fruitless and wasteful expenditure are encouraged to use this Guide as they perform their responsibilities in terms of section 32 of the MFMA.

Irregular expenditure resulting from breaches of the Public Office-Bearers Act is an exception in that the irregular expenditure must be recovered from the political office-bearer to whom it was paid, who might not have been responsible for making, permitting or authorising the irregular expenditure.

Once it has been established who is liable for the irregular expenditure, the accounting officer must in writing request that the liable political office-bearer or official pay the amount within 30 days or in reasonable installments. If the person fails to comply with the request, the matter must be recovered through the normal debt collection process of the municipality. The municipality can also institute

measures to recover money's paid from suppliers of assets, goods or services not received, as may be appropriate.

Municipalities and municipal entities must take note of the Public Audit Amendment Act, Act 5 of 2018, and regulations issued, which amongst others, provides for the Auditor-General to issue a certificate of debt where an accounting officer or accounting authority has failed to recover losses from a responsible person and to instruct the relevant executive authority to collect the debt.

Quantifying the full extent of irregular expenditure

The municipality must quantify the total amount of irregular expenditure unless it is impractical to do so. In terms of GRAP3, applying a requirement as impracticable is when the municipality cannot apply it after making every reasonable effort to do so. Insufficient time cannot be used as a justification for impracticability.

The municipality's exercise of quantifying the irregular expenditure must focus on the year under review. However, if the non-compliance was identified on a multi-year contract that was identified in prior years, the irregular expenditure on that specific contract must be quantified from inception of the contract. Furthermore, if the municipality was qualified on the completeness of irregular expenditure in the prior year(s), the municipality's exercise of quantifying the full extent of the irregular expenditure must date back to the year the qualification was reported, in order to ensure that the qualification is sufficiently addressed.

A municipality may only disclose impracticability after making every reasonable effort to quantify the full extent of the irregular expenditure.

Unauthorised expenditure and municipal entities

The definition of unauthorised expenditure in section 1 of the MFMA makes specific reference to a municipality and does not incorporate a municipal entity in the definition. It therefore follows that a municipal entity cannot incur unauthorised expenditure for purposes of the MFMA.

In terms of section 87(8) of the MFMA, a municipal entity may incur expenditure only in accordance with its approved budget or adjustment budget. Therefore, where a municipal entity overspends its budget, such expenditure will be irregular expenditure as the municipal entity incurred expenditure in contravention of a provision of the MFMA.

When disclosing this expenditure, the parent municipality will disclose it as unauthorised expenditure since council approves a consolidated budget incorporating allocations for both the parent municipality and the municipal entity. The municipal entity will disclose the same amount as irregular expenditure.

Fruitless and wasteful expenditure

The processes to respond appropriately to fruitless and wasteful expenditure are similar to the following three processes outlined for irregular expenditure:

(i) *disciplinary charges* against officials and political office bearers;
(ii) *criminal charges* against officials and political office-bearers; and
(iii) *recovery* of the fruitless and wasteful expenditure from the liable persons.

The description of the categories of irregular expenditure in the above three instances can be applied directly to fruitless and wasteful expenditure. The difference is that fruitless and wasteful expenditure can arise in any circumstance and is not dependent on non-compliance with any legislation.

Council should follow section 32(2)(b) of the MFMA when dealing with instances of fruitless and wasteful expenditure.

Register of unauthorised, irregular, fruitless and wasteful expenditure

All instances of unauthorised, irregular, fruitless and wasteful expenditures must be reported to the mayor, the MEC for finance and local government in the province, the Auditor-General, disclosed in the annual report, and to council. This disclosure will assist in addressing challenges relating to expenditure control and transparent reporting in order to strengthen accountability and give full effect to the compliance, monitoring, reporting and support measures introduced by the Provincial and National Treasuries as required in the MFMA.

The introduction of a 'register' to capture unauthorised, irregular, fruitless and wasteful expenditure will ensure that financial management in municipalities and municipal entities are improved, resulting in changes to audit outcomes.

All municipalities and municipal entities must prevent the instances of prohibited expenditures. The accounting officers need to ensure that the municipality and municipal entity has proper processes in place to record and manage prohibited expenditures, should they occur. Therefore, as part of complying with sections 62(1)(d) and 95(d) of the MFMA, accounting officers (who may delegate the task to the chief financial officer) must set-up and maintain a *Register of Unauthorised, Irregular, Fruitless and Wasteful Expenditures*.

Annexure A sets out the minimum information that should appear in such a *Register*. Municipalities and municipal entities are free to add more detail should they deem this necessary. The aim of the *Register* is also to serve as a tool for recording all unauthorised, irregular, fruitless and wasteful expenditures and for tracking progress in dealing with the consequences flowing from such expenditures until all the issues that gave rise to the expenditures are properly resolved in accordance with the legal framework.

Municipalities and municipal entities are required to implement a register of unauthorised, irregular, fruitless and wasteful expenditure for all transactions falling within this category and ensure it is updated on a continuous basis. This information will allow management to address such matters more thoroughly and within

appropriate timeframes. This information can also be used to implement mitigation measures, which may form part of the internal and external audit process.

Disclosure of irregular expenditure in the Annual Financial Statement

In terms of section 125(2) of the MFMA, the notes to the annual financial statements of a municipality and municipal entity must include, amongst others, particulars of any material losses and any material irregular or fruitless and wasteful expenditures, including in the case of a municipality, any material unauthorised expenditure that occurred during the financial year, and whether these are recoverable.

Annexure D, describes in detail, the disclosure and accounting treatment of irregular, fruitless and wasteful expenditure.

Conclusion

This MFMA circular provides for a basis by which municipalities can define, identify and respond to instances of unauthorised, irregular, fruitless and wasteful expenditure.

A Register of unauthorised, irregular, fruitless and wasteful expenditure must be introduced for all transactions falling within this category.

All expenditure falling into the above category must be investigated as required by the MFMA, recommendations submitted to Council for consideration and decisions taken to attend to such matters, where appropriate. This Circular can be shared with the Internal Audit Unit, Audit Committee and Municipal Public Accounts Committees.

The consequence management framework has been strengthened as it relates to financial misconduct with the establishment of Disciplinary Board and clarifying the roles and responsibilities of Municipal Public Accounts Committees, and other functionaries.

Municipalities and municipal entities must take note of the amendments to the Public Audit Act, which also provides measures to address matters not dealt with timeously and conclusively by the Municipal administration and Council.

National Treasury ***Private Bag X115, Pretoria 0001***

Phone ***012 315 5850***

Fax ***012 315 5230***

Email – General ***mfma@treasury.gov.za***

Website ***www.treasury.gov.za/mfma***

TV PILLAY
Chief Director: MFMA Implementation
June 2019 (updated)

Annexure A: Register of Unauthorised, Irregular, Fruitless and Wasteful Expenditure
Annexure B: Process Flow to address Minor Breaches of the SCM Policy
Annexure C: Process Flow to address Irregular Expenditure
Annexure D: Disclosure and Accounting Treatment for Irregular, Fruitless and Wasteful Expenditure

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO: Chief Financial Officer

VAN / FROM: Manager: Supply Chain

DATUM / DATE: 06 December 2024

VERW. / REF.: 06/1/1

REPORT: QUARTERLY INVENTORY COUNT: MUNICIPAL STORES, DROMMEDARIS STREET, CERES

1. Purpose

To report on the quarterly inventory count held on the 28 November 2024 and to narrate the findings to Council in terms of:

- Surpluses and shortages of stock items;
- Redundant stock items; and
- Damaged stock items

2. Discussion

During the completeness, accuracy and validity process of inventory to the value of R 20 531 202 teams were divided into three groups consisting of two employees each. These employees are not involved in the daily administrative activities of the municipal inventory. The process was supervised by the Manager: Supply Chain Management.

The store personnel were also on hand to provide assistance to counters when deemed necessary by counters.

3. Findings and financial implications

During the completeness, accuracy and validity process of inventory the following was identified:

3.1 Inventory surpluses

No surpluses were found.

3.2 Inventory shortages

No shortages were found.

3.3 Redundant inventory

It should be reported that the count identified no redundant inventory.

✉ 44 Ceres 6835 ☎ (023) 316 1854 (023) 316 1877 admin@witzenberg.gov.za

3.4 Damage inventory

It should be reported that the count identified no damaged inventory. The Accounting Officer approved the writing off of stock to the value of R 185 341.32 on 30 August 2024 in terms of Section F.6 of the council-approved delegation, titled *"Disposal of assets, goods, material and equipment"*. This write-off must still be done on the financial system.

3.5 Slow moving inventory

Slow moving inventory highlighted was distributed to the relevant departments to determine whether the stock levels must be revised to ensure that the stores are managed optimally. Amendments were made to the system that reflect the changes by the relevant user department.

4. RECOMMENDATION TO COUNCIL

(a) That cognizance be taken of the stock count of 28 November 2024;

Yours sincerely

MG FRIESLAAR
MANAGER: SCM

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

Mid-Year Budget Statement and Performance Assessment Report for the Period 1 July 2024 to 31 December 2024

Section 72

TABLE OF CONTENTS

1 Glossary

Adjustments Budgets – Prescribed in section 28 of the Municipal Finance Management Act. It is the formal means by which a municipality may revise its budget during a financial year.

Allocations – Money received from Provincial or National Government or other municipalities.

AFS – Annual Financial Statements

Budget – The financial plan of a municipality.

Budget related policy – Policy of a municipality affecting or affected by the budget.

Capital Expenditure – Spending on municipal assets such as land, buildings, distribution networks, treatment plants and vehicles. Any capital expenditure must be reflected as an asset on a municipality's balance sheet.

Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality, and the month end balances of cash and short term investments. Cash receipts and payments do not always coincide with budgeted income and expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month that the services or goods are received, even though it may not be paid in the same period.

CFO – Chief Financial Officer / Director: Finance

DORA – Division of Revenue Act. An annual piece of legislation indicating the allocations from National Government to Local Government.

Equitable Share – A general grant paid to municipalities. It is predominantly targeted to assist with free basic services.

Fruitless and wasteful expenditure – Expenditure that was made in vain and would have been avoided had reasonable care been exercised.

GDFI - Gross Domestic Fixed Investment

GFS – Government Finance Statistics. An internationally recognised classification system that facilitates comparisons between municipalities.

GRAP – Generally Recognized Accounting Practice. The new standard for municipal accounting and basis upon which AFS are prepared.

IDP – Integrated Development Plan. The main strategic planning document of a municipality.

KPI's – Key Performance Indicators. Measures of service output and/or outcome.

MFMA – Municipal Finance Management Act (No 53 of 2003). The principle piece of legislation relating to municipal financial management.

Glossary (Continued)

MIG – Municipal Infrastructure Grant

MPRA – Municipal Property Rates Act (No 6 of 2004).

MTREF – Medium Term Revenue and Expenditure Framework as prescribed by the MFMA sets out indicative revenue and projected expenditure for the budget year plus two outer financial years to determine the affordability level. Also includes details of the previous three years and current years' financial position.

NT – National Treasury

Net Assets – Net assets are the residual interest in the assets of the entity after deducting all its liabilities. This means the net assets of the municipality equates to the "net wealth" of the municipality, after all assets were sold/recovered and all liabilities paid. Transactions which do not meet the definition of Revenue or Expenses, such as increases in values of Property, Plant and Equipment where there is no inflow or outflow of resources are accounted for in Net Assets.

Operating Expenditure – Spending on the day to day expenses of a municipality such as general expenses, salaries & wages and repairs & maintenance.

Rates – Local Government tax based on assessed valuation of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.

RBIG – Regional Bulk Infrastructure Grant

R&M – Repairs and maintenance on property, plant and equipment.

SCM – Supply Chain Management.

SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.

Strategic Objectives – The main priorities of a municipality as set out in the IDP Budgeted spending must contribute towards achievement of these strategic objectives.

TMA – Total Municipal Account

Unauthorised expenditure – Generally, **s**pending without, or in excess of, an approved budget.

Virement – A transfer of the budget.

Virement Policy - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

Vote – One of the main segments into which a budget is divided, usually at department level.

WM – Witzenberg Municipality

Legal requirements

In terms of Section 72 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003):

(1) The accounting officer of a municipality must by 25 January of each year –

(a) assess the performance of the municipality during the first half of the financial year, taking into account –

(i) the monthly statements referred to in section 71 for the first half of the financial year;
(ii) the municipality's service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan;
(iii) the past year's annual report, and progress on resolving problems identified in the annual report; and
(iv) the performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities; and

(b) submit a report on such assessment to –

(i) the mayor of the municipality
(ii) the National Treasury; and
(iii) the relevant Provincial Treasury.

(2) The statement referred to in section 71(1) for the sixth month of a financial year may be incorporated into the report referred to in subsection (1)(b) of this section.

(3) The accounting officer must, as part of the review –

(a) make recommendations as to whether an adjustments budget is necessary; and

(b) recommend revised projections for revenue and expenditure to the extent that this may be necessary.

Thereafter, the mayor must, in terms of Section 54(1) of the act:

(a) Consider the report;

(b) Check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan;

(c) Consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;

(d) Issue any appropriate instructions to the accounting officer to ensure-

(i) That the budget is implemented in accordance with the service delivery and budget implementation plan; and
(ii) That spending of funds and revenue collection proceed in accordance with the budget;

(e) Identify any financial problems facing the municipality, including any emerging or impending financial problems; and

(f) Submit the report to the council by 31 January of each year.

The following regulations of the Local Government: Municipal Finance Management Act Municipal Budget and Reporting Regulations are relevant:

33. Format of a mid-year budget and performance assessment.—A mid-year budget and performance assessment of a municipality referred to in section 72 of the Act must be in the format specified in Schedule C and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of section 168 (1) of the Act.19

34. Publication of mid-year budget and performance assessments. —

(1) Within five working days of 25 January each year the municipal manager must make the mid-year budget and performance assessment public by placing it on the municipal website.

(2) The municipal manager must make public any other information that the municipal council considers appropriate to facilitate public awareness of the mid-year budget and performance assessment, including—

(a) summaries in alternate languages predominant in the community; and

(b) information relevant to each ward in the municipality.

35. Submission of mid-year budget and performance assessments. —The municipal manager must submit to the National Treasury and the relevant provincial treasury, in both printed and electronic form—

(a) the mid-year budget and performance assessment by 25 January of each year; and

(b) any other information relating to the mid-year budget and performance assessment as may be required by the National Treasury.

PART 1 - IN-YEAR REPORT

Mayors Report

Speaker
Deputy Executive Mayor
Members of the Mayoral Committee
Aldermen
Councillors

It is my privilege to present to you Mid-Year Budget Statement and Performance Assessment Report for the six months 1 July 2024 to 31 December 2024.

The collection rate of 76% remains a concern. The credit control must be amended to improve debt collection in areas where Eskom distribute electricity.

The spending on capital projects remains a challenge. Only 23% was spent during the first six months of the financial year. Steps will be implemented to speed up service delivery. The major contributor to the low spending is the Upgrade of the Ceres Substation.

Other expenditure patterns remain within budgeted amounts and no unauthorised or unforeseen or unavoidable expenditure was observed. Overtime and standby expenditure remain a challenge. This expenditure is however a direct consequence of after-hours service delivery and it remains a challenge to manage when one weighs it up against the much needed services required by the Witzenberg community.

An adjustment budget will be compiled and submitted to Council for consideration due to operational requirements and amendments to allocations to Witzenberg Municipality as per the Provincial and National Adjustment Budgets.

The following table provides the details on the audit outcomes for the 2023/24 financial year with the proposed correctives steps:

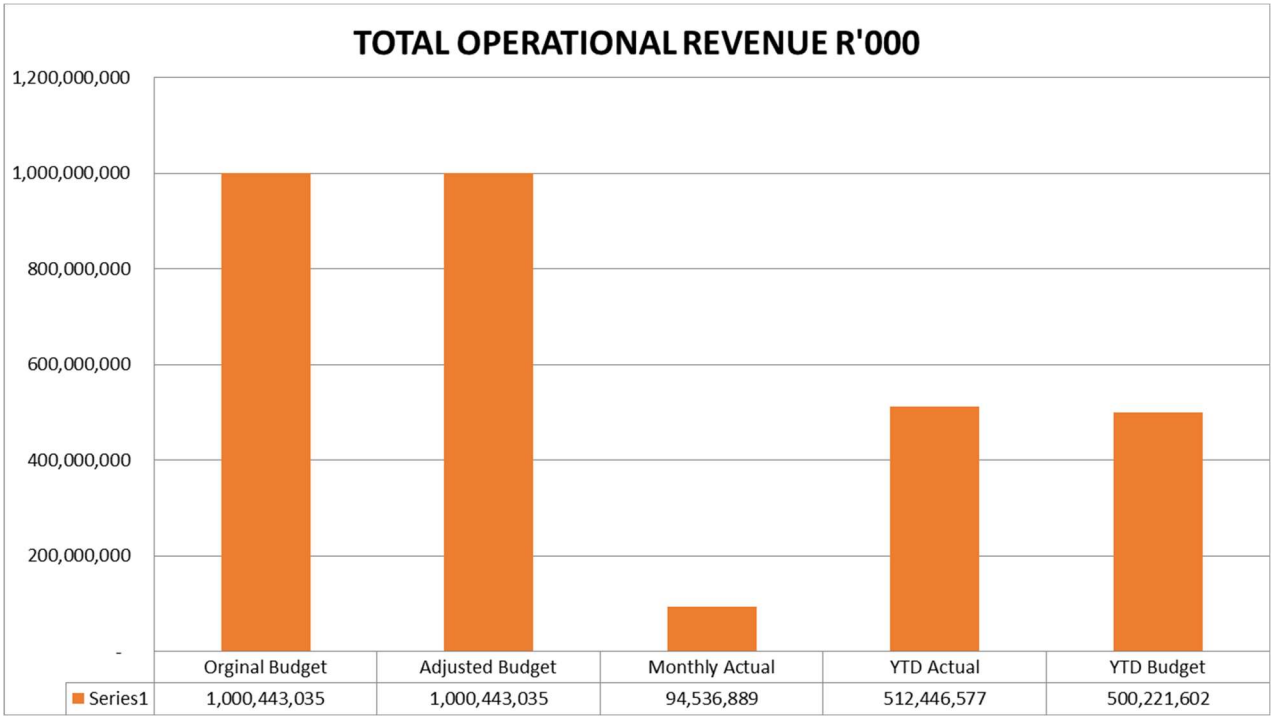
Auditor-General Report on Financial Performance 2023/2024	
Status of the audit report:	**Unqualified**
Issue raised	**Corrective step implemented**
Emphasis of matter:	
Material impairments	
As disclosed in note 3 to the financial statements, the municipality provided for an impairment of R211,6 million (2022-23: R310,5 million) on receivables from exchange transactions amounting to R344,9 million (2022-23: R392 million).	A report on installation of water management devices and other improvements in the application of the credit control policy will be submitted to council for consideration in 2025.
As disclosed in note 4 to the financial statements, the municipality provided for an impairment of R53.3 million (2022-23: R49,6 million) on receivables from non-exchange transactions amounting to R62,1 million (2022-23: R53,1 million)	
Restatement of corresponding figures	
As disclosed in note 37 to the financial statements, the corresponding figures for 30 June 2023 have been restated as a result of errors in the financial statements of the municipality at, and for the year ended 30 June 2024.	None

COUNCILLOR TREVOR ABRAHAMS
EXECUTIVE MAYOR

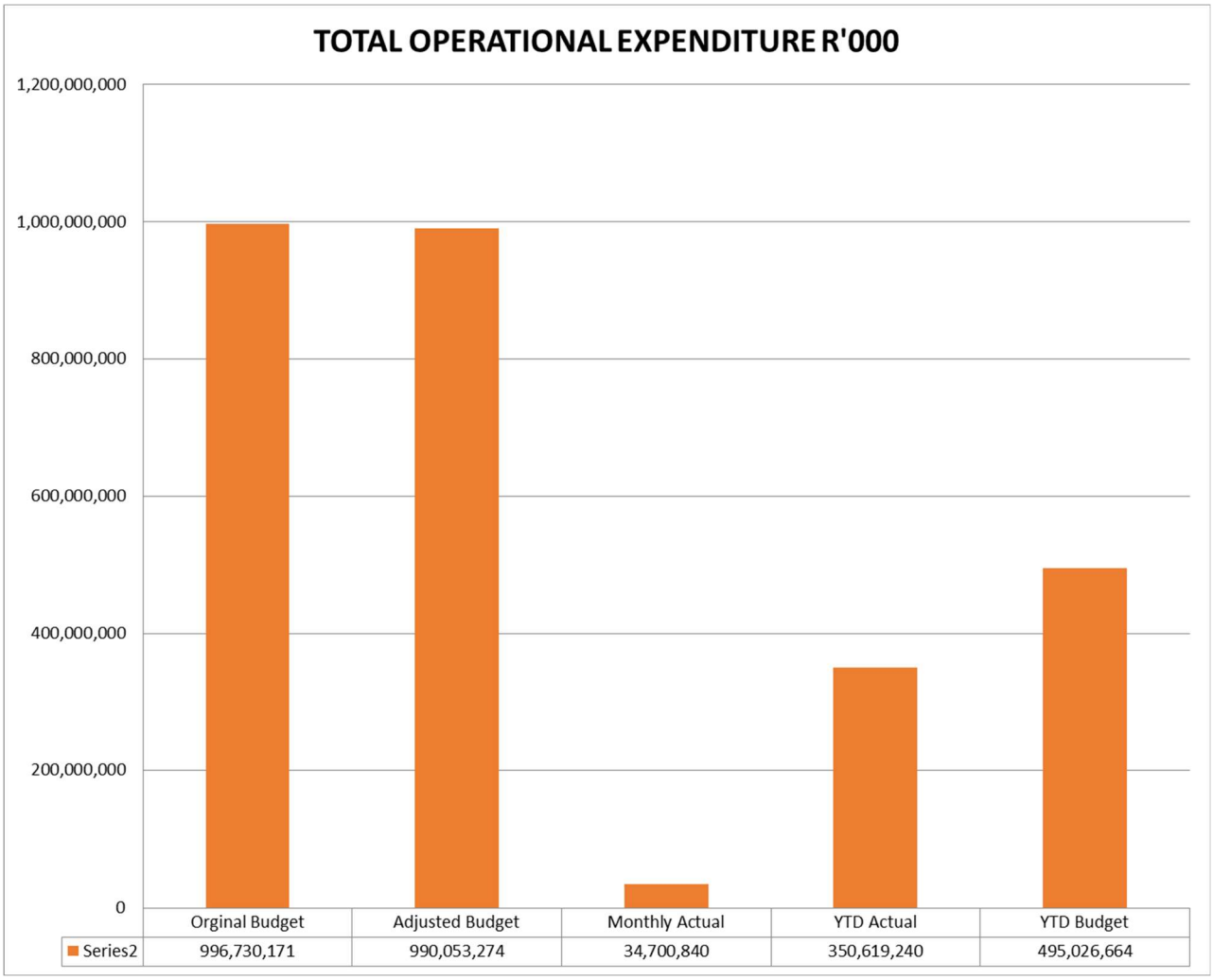
Resolution

It is recommended that council take cognisance of the mid-year budget and performance assessment for the period 1 July 2024 to 31 December 2024.

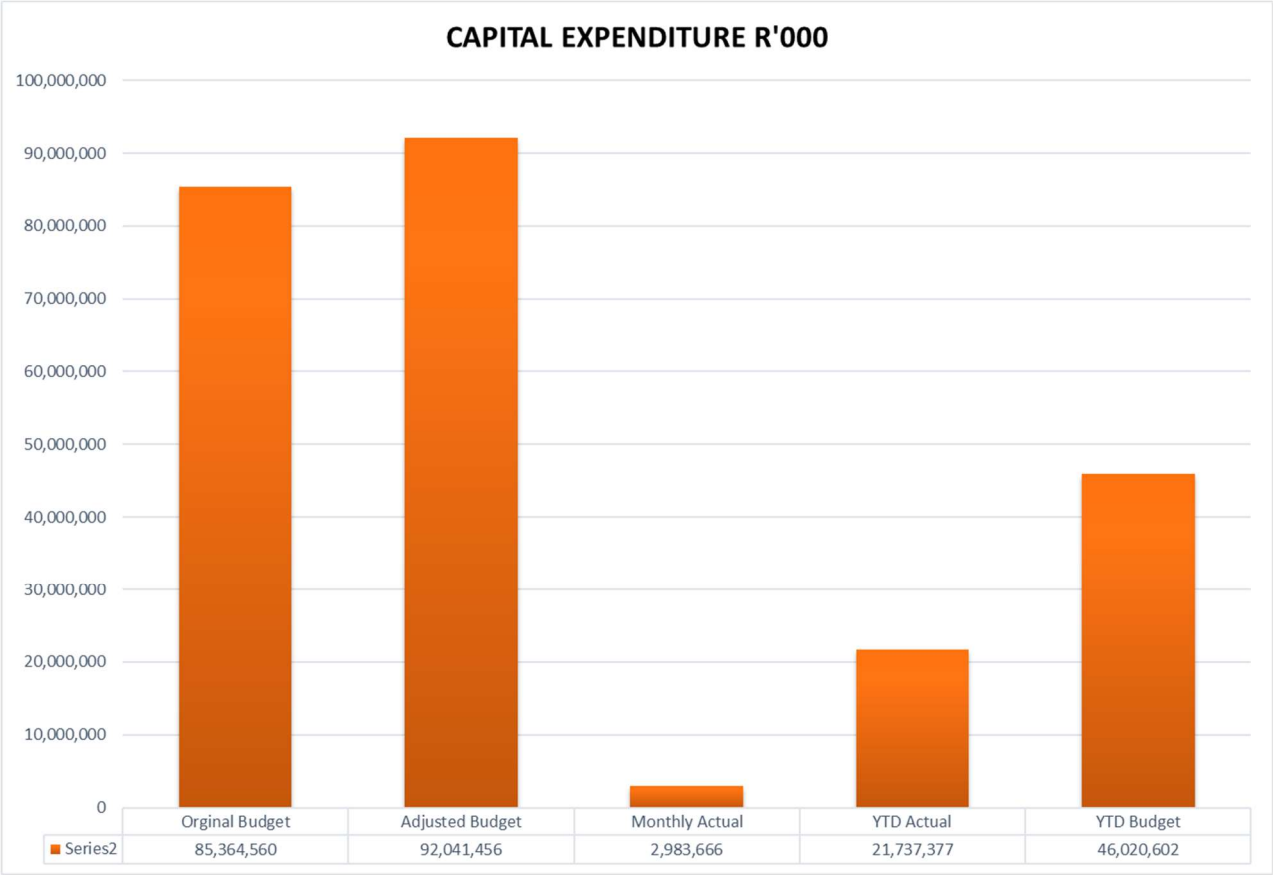
Executive Summary



For the period 1 July 2024 to 31 December 2024, 51.22% of the budgeted operational revenue was raised.



For the period 1 July 2024 to 31 December 2024, 35.41% of the budgeted operational expenditure was incurred.



For the period 1 July 2024 to 31 December 2024, 23.62% of the budgeted capital expenditure was incurred. Steps will be implemented to ensure faster spending of the capital budget.

In-year budget statement tables

The following table provides a summary of the financial performance and financial position of the municipality on 31 December 2024.

WC022 Witzenberg - Table C1 Monthly Budget Statement Summary - M06 December

Description	2023/24	Budget Year 2024/25							
R thousands	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Financial Performance									
Property rates	101,317	113,495	113,495	5,740	73,012	56,748	16,265	29%	113,495
Service charges	528,792	565,288	565,288	31,113	271,121	282,644	(11,523)	-4%	565,288
Investment revenue	22,019	22,444	22,444	1,431	10,185	11,222	(1,037)	-9%	22,444
Transfers and subsidies - Operational	179,020	196,213	196,213	43,535	113,853	98,106	15,747	16%	196,213
Other own revenue	93,594	67,446	67,446	12,718	44,275	33,723	10,551	31%	67,446
Total Revenue (excluding capital transfers and	**924,741**	**964,887**	**964,887**	**94,537**	**512,447**	**482,443**	**30,003**	**6%**	**964,887**
Employee costs	242,378	277,558	277,811	22,237	133,748	138,905	(5,157)	-4%	277,811
Remuneration of Councillors	11,447	12,311	12,311	972	6,156	6,156	1	0%	12,311
Depreciation and amortisation	34,241	54,219	54,219	–	21	27,109	(27,088)	-100%	54,219
Interest	5,299	10,233	10,233	–	–	5,117	(5,117)	-100%	10,233
Inventory consumed and bulk purchases	347,330	401,186	400,322	2,478	144,954	200,161	(55,207)	-28%	400,322
Transfers and subsidies	36,338	37,116	37,126	267	5,999	18,563	(12,564)	-68%	37,126
Other expenditure	189,554	204,107	198,032	8,747	59,740	99,016	(39,276)	-40%	198,032
Total Expenditure	**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/(Deficit)	**58,154**	**(31,844)**	**(25,167)**	**59,836**	**161,827**	**(12,583)**	**174,411**	**-1386%**	**(25,167)**
Transfers and subsidies - capital (monetary allocations)	36,536	35,557	35,557	–	–	17,778	(17,778)	-100%	35,557
Transfers and subsidies - capital (in-kind)	–	–	–	–	–	–	–		–
Surplus/(Deficit) after capital transfers & contributions	**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–		–
Intercompany/Parent subsidiary transactions	–	–	–	–	–	–	–		–
Surplus/ (Deficit) for the year	**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**
Capital expenditure & funds sources									
Capital expenditure	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Capital transfers recognised	37,926	39,880	39,880	2,311	9,516	19,940	(10,424)	-52%	39,880
Borrowing	1,460	25,000	25,000	–	555	12,500	(11,945)	-96%	25,000
Internally generated funds	43,815	20,485	27,161	672	11,667	13,581	(1,914)	-14%	27,161
Total sources of capital funds	**83,202**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Financial position									
Total current assets	380,735	362,903	356,892		453,495				356,892
Total non current assets	1,149,836	1,138,148	1,144,825		1,112,763				1,144,825
Total current liabilities	143,975	186,734	180,693		169,705				180,693
Total non current liabilities	124,036	181,358	181,368		131,397				181,368
Community wealth/Equity	**1,262,561**	**1,132,959**	**1,132,959**		**960,328**				**1,132,959**
Cash flows									
Net cash from (used) operating	36,411	74,112	74,112	32,284	53,780	33,994	(19,785)	-58%	935,249
Net cash from (used) investing	(76,243)	(85,365)	(92,041)	(3,435)	(24,872)	46,021	70,892	154%	92,041
Net cash from (used) financing	275	25,000	25,000	27	222	12,500	12,278	98%	25,000
Cash/cash equivalents at the month/year end	**187,245**	**231,342**	**224,665**	**–**	**216,365**	**310,109**	**93,744**	**30%**	**1,239,526**

Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	12,800	8,217	7,198	13,247	44,693	5,265	57,752	234,394	383,565
Creditors Age Analysis									
Total Creditors	482	3	23	–	–	–	–	–	507

The following table provides detail of revenue and expenditure according to the international standard classification.

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M06 December										
Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
Revenue - Functional										
Governance and administration		**150,655**	**153,789**	**153,789**	**8,104**	**89,207**	**76,895**	12,312	16%	**153,789**
Executive and council		28	31	31	3	16	15	1	5%	31
Finance and administration		150,628	153,758	153,758	8,101	89,191	76,879	12,312	16%	153,758
Internal audit		–	–	–	–	–	–	–		–
Community and public safety		**221,762**	**218,327**	**218,327**	**52,742**	**135,358**	**109,163**	26,195	24%	**218,327**
Community and social services		149,009	158,917	158,917	49,773	115,994	79,458	36,536	46%	158,917
Sport and recreation		9,728	7,820	7,820	468	3,116	3,910	(794)	-20%	7,820
Public safety		24,388	16,654	16,654	2,483	11,130	8,327	2,803	34%	16,654
Housing		38,637	34,936	34,936	19	5,118	17,468	(12,350)	-71%	34,936
Health		–	–	–	–	–	–	–		–
Economic and environmental services		**21,432**	**4,338**	**4,338**	**280**	**1,276**	**2,169**	(893)	-41%	**4,338**
Planning and development		4,663	3,016	3,016	280	1,249	1,508	(260)	-17%	3,016
Road transport		15,837	1,311	1,311	–	27	656	(628)	-96%	1,311
Environmental protection		932	11	11	–	–	5	(5)	-100%	11
Trading services		**567,329**	**623,849**	**623,849**	**33,410**	**286,505**	**311,924**	(25,420)	-8%	**623,849**
Energy sources		373,511	430,868	430,868	23,188	180,104	215,434	(35,330)	-16%	430,868
Water management		66,833	95,225	95,225	3,423	29,626	47,613	(17,986)	-38%	95,225
Waste water management		83,087	56,602	56,602	3,431	56,101	28,301	27,800	98%	56,602
Waste management		43,898	41,154	41,154	3,368	20,674	20,577	97	0%	41,154
Other	4	**100**	**139**	**139**	**0**	**101**	**70**	**31**	**44%**	**139**
Total Revenue - Functional	2	**961,278**	**1,000,443**	**1,000,443**	**94,537**	**512,447**	**500,222**	**12,225**	**2%**	**1,000,443**
Expenditure - Functional										
Governance and administration		**117,071**	**161,917**	**162,522**	**10,801**	**70,471**	**81,261**	(10,790)	-13%	**162,522**
Executive and council		29,071	32,064	32,401	2,112	14,042	16,200	(2,159)	-13%	32,401
Finance and administration		83,998	124,776	125,044	8,406	54,641	62,522	(7,881)	-13%	125,044
Internal audit		4,002	5,078	5,078	283	1,788	2,539	(751)	-30%	5,078
Community and public safety		**151,016**	**176,506**	**175,189**	**9,836**	**60,141**	**87,595**	(27,454)	-31%	**175,189**
Community and social services		31,449	36,104	35,958	2,455	14,960	17,979	(3,019)	-17%	35,958
Sport and recreation		38,015	42,561	42,494	3,371	16,590	21,247	(4,657)	-22%	42,494
Public safety		42,724	56,942	55,809	3,558	20,845	27,904	(7,059)	-25%	55,809
Housing		38,829	40,899	40,929	452	7,745	20,465	(12,720)	-62%	40,929
Health		–	–	–	–	–	–	–		–
Economic and environmental services		**39,351**	**51,243**	**46,842**	**3,201**	**15,618**	**23,421**	(7,803)	-33%	**46,842**
Planning and development		13,433	16,351	16,447	1,388	7,382	8,224	(842)	-10%	16,447
Road transport		23,305	29,657	25,133	1,585	7,171	12,567	(5,396)	-43%	25,133
Environmental protection		2,613	5,235	5,261	227	1,066	2,631	(1,565)	-59%	5,261
Trading services		**558,047**	**606,005**	**604,461**	**10,613**	**203,888**	**302,230**	(98,342)	-33%	**604,461**
Energy sources		368,738	428,398	428,391	3,191	153,051	214,196	(61,144)	-29%	428,391
Water management		68,556	55,909	55,140	2,059	17,058	27,570	(10,512)	-38%	55,140
Waste water management		59,365	45,046	44,646	2,633	13,195	22,323	(9,128)	-41%	44,646
Waste management		61,387	76,652	76,284	2,729	20,584	38,142	(17,558)	-46%	76,284
Other		**1,102**	**1,059**	**1,039**	**250**	**500**	**519**	**(19)**	**-4%**	**1,039**
Total Expenditure - Functional	3	**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/ (Deficit) for the year		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**

The table provides detail of revenue and expenditure according to municipal votes.

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M06 December										
Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - Financial Services		147,595	149,934	149,934	7,875	87,671	74,967	12,704	16.9%	149,934
Vote 2 - Community Services		202,772	201,946	201,946	50,278	124,431	100,973	23,459	23.2%	201,946
Vote 3 - Corporate Services		22,619	17,495	17,495	2,483	11,232	8,748	2,485	28.4%	17,495
Vote 4 - Technical Services		586,545	629,366	629,366	33,855	288,771	314,683	(25,911)	-8.2%	629,366
Vote 5 - Municipal Manager		1,746	1,702	1,702	46	340	851	(511)	-60.0%	1,702
Total Revenue by Vote	2	**961,278**	**1,000,443**	**1,000,443**	**94,537**	**512,447**	**500,222**	**12,225**	**2.4%**	**1,000,443**
Expenditure by Vote	1									
Vote 1 - Financial Services		31,157	61,135	61,100	3,720	24,764	30,550	(5,786)	-18.9%	61,100
Vote 2 - Community Services		124,415	141,841	141,769	7,536	46,683	70,884	(24,201)	-34.1%	141,769
Vote 3 - Corporate Services		98,508	124,911	124,009	8,604	52,331	62,005	(9,673)	-15.6%	124,009
Vote 4 - Technical Services		595,423	649,300	643,225	13,493	218,784	321,613	(102,829)	-32.0%	643,225
Vote 5 - Municipal Manager		15,442	19,542	19,950	1,348	8,058	9,975	(1,917)	-19.2%	19,950
Total Expenditure by Vote	2	**864,945**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29.2%**	**990,053**
Surplus/ (Deficit) for the year	2	**96,333**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015.1%**	**10,390**

The table provides detail of revenue according to source and expenditure according to type.

WC022 Witzenberg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
Revenue										
Exchange Revenue		606,675	629,318	629,318	42,535	311,724	314,659	(2,936)	-1%	629,318
Service charges - Electricity		371,022	431,223	431,223	23,096	179,747	215,612	(35,865)	-17%	431,223
Service charges - Water		48,337	49,359	49,359	2,628	23,836	24,679	(843)	-3%	49,359
Service charges - Waste Water Management		75,250	50,932	50,932	2,542	49,965	25,466	24,499	96%	50,932
Service charges - Waste management		34,183	33,774	33,774	2,846	17,573	16,887	686	4%	33,774
Sale of Goods and Rendering of Services		14,484	5,536	5,536	6,717	9,682	2,768	6,914	250%	5,536
Agency services		4,739	4,684	4,684	593	2,585	2,342	243	10%	4,684
Interest		–	11	11	–	–	5	(5)	-100%	11
Interest earned from Receivables		28,557	23,549	23,549	2,210	15,188	11,775	3,414	29%	23,549
Interest earned from Current and Non Current Assets		22,019	22,444	22,444	1,431	10,185	11,222	(1,037)	-9%	22,444
Rent on Land		–	27	27	–	–	14	(14)	-100%	27
Rental from Fixed Assets		5,038	6,015	6,015	378	2,477	3,008	(531)	-18%	6,015
Operational Revenue		3,046	1,764	1,764	94	485	882	(397)	-45%	1,764
Non-Exchange Revenue		318,067	335,568	335,568	52,002	200,723	167,784	32,939	20%	335,568
Property rates		101,317	113,495	113,495	5,740	73,012	56,748	16,265	29%	113,495
Surcharges and Taxes		9,122	5,501	5,501	148	1,600	2,751	(1,150)	-42%	5,501
Fines, penalties and forfeits		20,634	11,254	11,254	1,796	8,067	5,627	2,440	43%	11,254
Licence and permits		1,183	2,444	2,444	87	526	1,222	(695)	-57%	2,444
Transfer and subsidies - Operational		179,020	196,213	196,213	43,535	113,853	98,106	15,747	16%	196,213
Interest		4,091	3,566	3,566	422	2,447	1,783	664	37%	3,566
Operational Revenue		2,991	3,095	3,095	273	1,216	1,548	(332)	-21%	3,095
Gains on disposal of Assets		(291)	–	–	–	–	–	–		–
Total Revenue (excluding capital transfers and		**924,741**	**964,887**	**964,887**	**94,537**	**512,447**	**482,443**	**30,003**	**6%**	**964,887**
Expenditure By Type										
Employee related costs		242,378	277,558	277,811	22,237	133,748	138,905	(5,157)	-4%	277,811
Remuneration of councillors		11,447	12,311	12,311	972	6,156	6,156	1	0%	12,311
Bulk purchases - electricity		324,086	375,258	375,258	627	134,425	187,629	(53,204)	-28%	375,258
Inventory consumed		23,245	25,929	25,064	1,851	10,529	12,532	(2,003)	-16%	25,064
Debt impairment		(75,887)	62,758	62,758	–	14,553	31,379	(16,826)	-54%	62,758
Depreciation and amortisation		34,241	54,219	54,219	–	21	27,109	(27,088)	-100%	54,219
Interest		5,299	10,233	10,233	–	–	5,117	(5,117)	-100%	10,233
Contracted services		55,684	75,234	69,654	4,542	18,420	34,827	(16,407)	-47%	69,654
Transfers and subsidies		36,338	37,116	37,126	267	5,999	18,563	(12,564)	-68%	37,126
Irrecoverable debts written off		159,168	2,131	2,131	4	34	1,065	(1,031)	-97%	2,131
Operational costs		49,897	60,487	59,993	4,201	26,733	29,996	(3,264)	-11%	59,993
Losses on Disposal of Assets		688	–	–	–	–	–	–		–
Other Losses		4	3,497	3,497	–	–	1,748	(1,748)	-100%	3,497
Total Expenditure		**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/(Deficit)		**58,154**	**(31,844)**	**(25,167)**	**59,836**	**161,827**	**(12,583)**	**174,411**	**(0)**	**(25,167)**
Transfers and subsidies - capital (monetary allocations)		36,536	35,557	35,557	–	–	17,778	(17,778)	**(0)**	35,557
Surplus/(Deficit) after capital transfers & contributions		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/(Deficit) after income tax		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/(Deficit) attributable to municipality		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/ (Deficit) for the year		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**

The table provides detail of capital expenditure according to municipal votes.

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M06 December

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Multi-Year expenditure appropriation	2									
Vote 1 - Financial Services		3,366	100	200	–	–	100	(100)	-100%	200
Vote 2 - Community Services		881	350	350	–	18	175	(157)	-90%	350
Vote 4 - Technical Services		32,776	18,937	19,358	1,328	5,240	9,679	(4,439)	-46%	19,358
Vote 5 - Municipal Manager		–	66	66	–	9	33	(24)	-73%	66
Total Capital Multi-year expenditure	4,7	**37,023**	**19,453**	**19,975**	**1,328**	**5,267**	**9,987**	**(4,720)**	**-47%**	**19,975**
Single Year expenditure appropriation	2									
Vote 1 - Financial Services		530	30	30	–	1	15	(14)	-91%	30
Vote 2 - Community Services		5,550	1,780	1,781	23	100	891	(790)	-89%	1,781
Vote 3 - Corporate Services		1,712	760	1,151	24	186	576	(389)	-68%	1,151
Vote 4 - Technical Services		41,795	63,311	69,075	1,608	16,182	34,537	(18,355)	-53%	69,075
Vote 5 - Municipal Manager		–	30	30	–	–	15	(15)	-100%	30
Total Capital single-year expenditure	4	49,587	65,911	72,067	1,656	16,470	36,033	**(19,563)**	**-54%**	72,067
Total Capital Expenditure	**3**	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**

The table provides detail of capital expenditure according to the international standards.

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M06 December

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Capital Expenditure - Functional Classification										
Governance and administration		**9,033**	**2,196**	**2,688**	**60**	**289**	**1,344**	(1,055)	-79%	**2,688**
Executive and council		124	216	265	–	80	132	(52)	-40%	265
Finance and administration		8,908	1,980	2,423	60	209	1,212	(1,003)	-83%	2,423
Community and public safety		**6,252**	**2,300**	**2,301**	**23**	**112**	**1,151**	(1,038)	-90%	**2,301**
Community and social services		58	1,100	1,100	–	–	550	(550)	-100%	1,100
Sport and recreation		3,224	650	651	23	94	326	(231)	-71%	651
Public safety		2,838	550	550	–	18	275	(257)	-93%	550
Housing		132	–	–	–	–	–	–		–
Economic and environmental services		**32,934**	**7,367**	**11,891**	**133**	**8,692**	**5,945**	2,746	46%	**11,891**
Planning and development		828	200	200	133	133	100	33	33%	200
Road transport		32,107	7,167	11,691	–	8,559	5,845	2,714	46%	11,691
Trading services		**38,390**	**73,501**	**75,162**	**2,767**	**12,644**	**37,581**	(24,936)	-66%	**75,162**
Energy sources		9,959	31,352	31,359	–	1,653	15,679	(14,027)	-89%	31,359
Water management		10,426	25,606	25,860	1,238	5,892	12,930	(7,038)	-54%	25,860
Waste water management		4,669	16,343	17,256	1,328	4,622	8,628	(4,006)	-46%	17,256
Waste management		13,337	200	687	201	478	344	135	39%	687
Total Capital Expenditure - Functional Classification	3	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Funded by:										
National Government		21,847	37,504	37,504	2,311	9,516	18,752	(9,237)	-49%	37,504
Provincial Government		14,214	1,941	1,941	–	–	970	(970)	-100%	1,941
District Municipality		1,644	435	435	–	–	217	(217)	-100%	435
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educ Institutions)		222	–	–	–	–	–	–		–
Transfers recognised - capital		**37,926**	**39,880**	**39,880**	**2,311**	**9,516**	**19,940**	**(10,424)**	**-52%**	**39,880**
Borrowing	6	1,460	25,000	25,000	–	555	12,500	(11,945)	-96%	25,000
Internally generated funds		43,815	20,485	27,161	672	11,667	13,581	(1,914)	-14%	27,161
Total Capital Funding	7	**83,202**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**

Page 1

The table provides detail of the municipality's financial position as at period end.

WC022 Witzenberg - Table C6 Monthly Budget Statement - Financial Position - M06 December						
Description	Ref	2023/24	Budget Year 2024/25			
R thousands		Audited Outcome	Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
ASSETS	1					
Current assets						
Cash and cash equivalents		187,245	227,306	220,629	218,721	220,629
Trade and other receivables from exchange transactions		123,373	68,636	68,636	40,161	68,636
Receivables from non-exchange transactions		31,639	49,234	49,234	44,586	49,234
Current portion of non-current receivables		–	–	–	–	–
Inventory		27,362	9,181	9,847	20,878	9,847
VAT		–	6,836	6,836	126,104	6,836
Other current assets		11,117	1,709	1,709	3,045	1,709
Total current assets		**380,735**	**362,903**	**356,892**	**453,495**	**356,892**
Non current assets						
Investments		–	–	–	–	–
Investment property		41,920	40,610	40,610	41,678	40,610
Property, plant and equipment		1,106,309	1,094,459	1,100,853	1,068,175	1,100,853
Biological assets		–	–	–	–	–
Living and non-living resources		–	–	–	–	–
Heritage assets		550	550	550	550	550
Intangible assets		1,058	2,529	2,812	2,360	2,812
Trade and other receivables from exchange transactions		–	–	–	–	–
Non-current receivables from non-exchange transactions		–	–	–	–	–
Other non-current assets		–	–	–	–	–
Total non current assets		**1,149,836**	**1,138,148**	**1,144,825**	**1,112,763**	**1,144,825**
TOTAL ASSETS		**1,530,572**	**1,501,051**	**1,501,717**	**1,566,257**	**1,501,717**
LIABILITIES						
Current liabilities						
Bank overdraft			–	–	–	–
Financial liabilities			(3,330)	(3,330)	36	(3,330)
Consumer deposits		9,739	12,158	12,158	(9,600)	12,158
Trade and other payables from exchange transactions		85,603	110,941	104,900	(25,352)	104,900
Trade and other payables from non-exchange transactions			3,129	3,129	67,882	3,129
Provision		35,611	45,567	45,567	23,849	45,567
VAT		4,566	18,269	18,269	112,890	18,269
Other current liabilities		8,455	–	–	–	–
Total current liabilities		**143,975**	**186,734**	**180,693**	**169,705**	**180,693**
Non current liabilities						
Financial liabilities			25,645	25,655	490	25,655
Provision		52,331	77,712	77,712	58,836	77,712
Long term portion of trade payables			–	–	–	–
Other non-current liabilities		71,705	78,001	78,001	72,071	78,001
Total non current liabilities		**124,036**	**181,358**	**181,368**	**131,397**	**181,368**
TOTAL LIABILITIES		**268,011**	**368,091**	**362,061**	**301,102**	**362,061**
NET ASSETS	2	**1,262,561**	**1,132,959**	**1,139,656**	**1,265,155**	**1,139,656**
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		1,251,395	1,120,420	1,120,420	983,690	1,120,420
Reserves and funds		11,166	12,540	12,540	(23,362)	12,540
Other		–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	2	**1,262,561**	**1,132,959**	**1,132,959**	**960,328**	**1,132,959**

The cash flows for the year to date are as follows:

WC022 Witzenberg - Table C7 Monthly Budget Statement - Cash Flow - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
CASH FLOW FROM OPERATING ACTIVITIES	1									
Receipts										
Property rates		102,509	103,281	103,281	4,108	64,228	51,640	12,588	24%	103,281
Service charges		494,505	602,900	602,900	24,273	220,286	301,450	(81,164)	-27%	602,900
Other revenue		–	17,029	17,029	1,147	5,608	8,515	(2,906)	-34%	17,029
Transfers and Subsidies - Operational		134,848	194,392	194,392	47,653	138,314	96,234	42,080	44%	194,392
Transfers and Subsidies - Capital		36,488	46,362	46,362	1,750	11,450	21,081	(9,631)	-46%	46,362
Interest		48,344	49,570	49,570	716	7,946	24,785	(16,839)	-68%	49,570
Dividends		–	–	–	–	–	–	–		–
Payments										
Suppliers and employees		(780,152)	(939,422)	(939,422)	(47,097)	(393,021)	(469,711)	(76,690)	16%	(78,285)
Interest		(132)	–	–	–	(0)	–	0	0%	–
Transfers and Subsidies		–	–	–	(267)	(1,031)	–	1,031	0%	–
NET CASH FROM/(USED) OPERATING ACTIVITIES		**36,411**	**74,112**	**74,112**	**32,284**	**53,780**	**33,994**	**(19,785)**	**-58%**	**935,249**
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		–	–	–	–	–	–	–		–
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–		–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–		–
Payments										
Capital assets		(76,243)	(85,365)	(92,041)	(3,435)	(24,872)	46,021	70,892	154%	92,041
NET CASH FROM/(USED) INVESTING ACTIVITIES		**(76,243)**	**(85,365)**	**(92,041)**	**(3,435)**	**(24,872)**	**46,021**	**70,892**	**154%**	**92,041**
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		–	–	–	–	–	–	–		–
Borrowing long term/refinancing		–	25,000	25,000	–	–	12,500	(12,500)	-100%	25,000
Increase (decrease) in consumer deposits		275	–	–	27	222	–	222	0%	–
Payments										
Repayment of borrowing		–	–	–	–	–	–	–		–
NET CASH FROM/(USED) FINANCING ACTIVITIES		**275**	**25,000**	**25,000**	**27**	**222**	**12,500**	**12,278**	**98%**	**25,000**
NET INCREASE/ (DECREASE) IN CASH HELD		**(39,557)**	**13,748**	**7,071**	**28,875**	**29,130**	**92,515**			**1,052,291**
Cash/cash equivalents at beginning:		226,802	217,594	217,594		187,235	217,594			187,235
Cash/cash equivalents at month/year end:		187,245	231,342	224,665		216,365	310,109			1,239,526

PART 2- SUPPORTING DOCUMENTATION

Debtors' analysis

WC022 Witzenberg - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

Description	NT Code	Budget Year 2024/25											
R thousands		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	4,973	2,434	2,167	1,809	1,915	1,556	13,745	58,084	86,682	77,109	–	–
Trade and Other Receivables from Exchange Transactions - Electricity	1300	3,267	1,214	1,076	963	393	405	15,537	9,009	31,865	26,307	–	–
Receivables from Non-exchange Transactions - Property Rates	1400	2,590	1,191	798	7,265	611	555	7,296	31,325	51,631	47,052	–	–
Receivables from Exchange Transactions - Waste Water Management	1500	4,402	1,501	1,424	1,355	38,142	1,180	8,896	37,995	94,896	87,569	–	–
Receivables from Exchange Transactions - Waste Management	1600	4,452	1,624	1,458	1,370	1,272	1,177	9,143	35,495	55,991	48,457	–	–
Receivables from Exchange Transactions - Property Rental Debtors	1700	134	15	14	13	13	13	83	854	1,139	976	–	–
Interest on Arrear Debtor Accounts	1810	1,197	175	213	431	2,306	343	2,761	60,137	67,564	65,978	–	–
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	–	–	–	–	–	–	–	–	–	–	–	–
Other	1900	(8,215)	63	45	40	40	36	292	1,495	(6,204)	1,902	–	–
Total By Income Source	**2000**	**12,800**	**8,217**	**7,198**	**13,247**	**44,693**	**5,265**	**57,752**	**234,394**	**383,565**	**355,350**	**–**	**–**
2023/24 - totals only										–	–		
Debtors Age Analysis By Customer Group													
Organs of State	2200	486	519	396	643	258	269	2,820	7,480	12,870	11,469	–	–
Commercial	2300	(1,260)	1,631	1,025	3,879	39,315	403	15,321	27,727	88,041	86,646	–	–
Households	2400	13,490	5,853	5,566	7,812	4,920	4,396	37,993	188,602	268,632	243,723	–	–
Other	2500	84	215	210	913	200	198	1,618	10,585	14,023	13,513	–	–
Total By Customer Group	**2600**	**12,800**	**8,217**	**7,198**	**13,247**	**44,693**	**5,265**	**57,752**	**234,394**	**383,565**	**355,350**	**–**	**–**

Investment portfolio analysis

WC022 Witzenberg - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M06 December

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate ³	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands		Yrs/Months												
Municipality														
ABSA Bank Ltd		7 Months	Call Investment	Yes	Yes	Yes	No	No	17/02/2025	46,529	362		–	**46,891**
First National Bank		3 Months	Call Investment	Yes	Yes	Yes	No	No	22/10/2024	(0)	–		–	**(0)**
Nedbank Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	41,006	219	(41,225)	–	**–**
Standard Bank of SA Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	41,016	221	(41,237)	–	**–**
ABSA Bank Ltd		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	123		24,000	**24,123**
Nedbank Ltd		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	119		24,000	**24,119**
First National Bank		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	119		24,000	**24,119**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
Municipality sub-total										**128,551**	**1,163**		**72,000**	**119,252**
Entities														
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
Entities sub-total										–	–		–	–
TOTAL INVESTMENTS AND INTEREST	2									**128,551**	**1,163**		**72,000**	**119,252**

Allocation and grant receipts and expenditure

WC022 Witzenberg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December										
		2023/24	Budget Year 2024/25							
Description	Ref	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		**4,797**	**3,159**	**3,159**	**–**	**2,692**	**1,580**	**1,113**	**70.4%**	**3,159**
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		3,247	1,559	1,559	–	1,092	780	313	40.1%	1,559
Local Government Financial Management Grant [Schedule 5B]		1,550	1,600	1,600	–	1,600	800	800	100.0%	1,600
Provincial Government:		**34,087**	**45,527**	**45,527**	**(7,123)**	**5,081**	**21,802**	**(16,721)**	**-76.7%**	**45,527**
OPEX PROV LIBRARY		–	10,683	10,683	(7,123)	–	5,342	(5,342)	-100.0%	10,683
OPEX PROV CDW		132	132	132	–	132	66	66	100.0%	132
OPEX PROV THUSONG		–	150	150	–	–	–	–		150
OPEX PROV MUN ACC AND CAP BUILDING		245	249	249	–	249	–	249		249
OPEX PROV FIN MAN SUPPORT		–	–	–	–	150	–	150		–
Specify (Add grant description)		250	150	150	–	–	–	–		150
OPEX PROV HOUSING IHHSDG		–	25,000	25,000	–	–	12,500	(12,500)	-100.0%	25,000
Specify (Add grant description)		33,460	–	–	–	4,550	–	4,550		–
Specify (Add grant description)		–	1,375	1,375	–	–	–	–		1,375
Specify (Add grant description)		–	7,788	7,788	–	–	3,894	(3,894)	-100.0%	7,788
District Municipality:		**150**	**–**	**–**	**–**	**–**	**–**	–		**–**
Specify (Add grant description)		150	–	–	–	–	–	–		–
Other grant providers:		**2,763**	**–**	**–**	**–**	**2,476**	**–**	2,476		**–**
Foreign Government and International Organisations		680	–	–	–	–	–	–		–
Private Enterprises		2,083	–	–	–	2,476	–	2,476		–
Total Operating Transfers and Grants	5	**41,797**	**48,686**	**48,686**	**(7,123)**	**10,249**	**23,381**	**(13,132)**	**-56.2%**	**48,686**
Capital Transfers and Grants										
National Government:		**25,209**	**40,630**	**40,630**	**–**	**20,576**	**20,315**	**261**	**1.3%**	**40,630**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		900	–	–	–	–	–	–		–
Municipal Infrastructure Grant [Schedule 5B]		24,309	25,630	25,630	–	12,576	12,815	(239)	-1.9%	25,630
Water Services Infrastructure Grant [Schedule 5B]		–	15,000	15,000	–	8,000	7,500	500	6.7%	15,000
Provincial Government:		**16,559**	**2,232**	**2,232**	**–**	**700**	**766**	(66)	-8.6%	**2,232**
Specify (Add grant description)		200	–	–	–	–	–	–		–
CAPEX PROV FIRE		1,658	–	–	–	–	–	–		–
Specify (Add grant description)		–	1,532	1,532	–	–	766	(766)	-100.0%	1,532
CAPEX PROV INFORMAL SETTLEMENT UPGRADING		–	700	700	–	700	–	700		700
CAPEX PROV MAIN ROADS		14,702	–	–	–	–	–	–		–
District Municipality:		**672**	**–**	**–**	**–**	**–**	**–**	–		**–**
CAPEX DISTRICT		600	–	–	–	–	–	–		–
CAPEX DISTRICT TRAFFIC SAFETY PROJECT		72	–	–	–	–	–	–		–
Other grant providers:		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Total Capital Transfers and Grants	5	**42,440**	**42,862**	**42,862**	**–**	**21,276**	**21,081**	**195**	**0.9%**	**42,862**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	84,237	91,548	91,548	(7,123)	31,525	44,462	(12,937)	-29.1%	91,548

Expenditure on councillor allowances and employee benefits

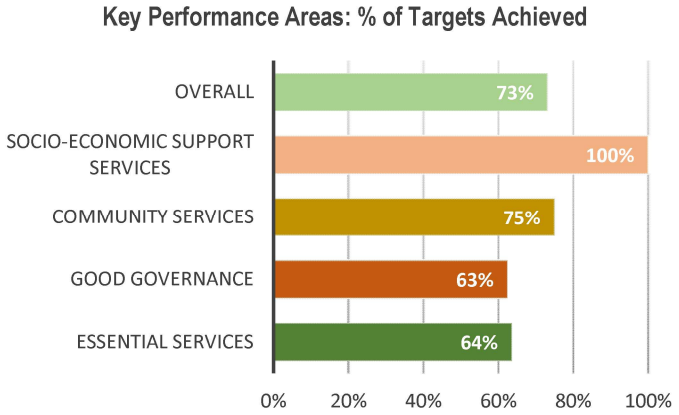
WC022 Witzenberg - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M06 December										
Summary of Employee and Councillor remuneration	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
	1	A	B	C						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		9,007	9,658	9,658	780	4,990	4,829	161	3%	9,658
Pension and UIF Contributions		1,339	1,422	1,422	109	671	711	(40)	-6%	1,422
Medical Aid Contributions		54	86	86	–	–	43	(43)	-100%	86
Motor Vehicle Allowance		–	0	0	–	–	–	–		0
Cellphone Allowance		1,048	1,146	1,146	83	496	573	(77)	-13%	1,146
Other benefits and allowances		–	0	0	–	–	–	–		0
Sub Total - Councillors		**11,447**	**12,311**	**12,311**	**972**	**6,156**	**6,156**	**1**	**0%**	**12,311**
% increase	4		**7.5%**	**7.5%**						**7.5%**
Senior Managers of the Municipality	3									
Basic Salaries and Wages		4,082	4,395	4,395	267	1,872	2,198	(326)	-15%	4,395
Pension and UIF Contributions		358	404	404	31	188	202	(14)	-7%	404
Medical Aid Contributions		32	9	9	–	–	5	(5)	-100%	9
Performance Bonus		803	890	890	–	452	445	7	2%	890
Motor Vehicle Allowance		1,316	1,115	1,115	67	583	557	25	5%	1,115
Cellphone Allowance		365	332	332	23	170	166	4	2%	332
Housing Allowances		33	57	57	–	–	29	(29)	-100%	57
Other benefits and allowances		45	61	61	0	1	31	(30)	-98%	61
Sub Total - Senior Managers of Municipality		**7,034**	**7,265**	**7,265**	**388**	**3,265**	**3,632**	**(367)**	**-10%**	**7,265**
% increase	4		**3.3%**	**3.3%**						**3.3%**
Other Municipal Staff										
Basic Salaries and Wages		141,863	157,900	158,097	13,466	77,177	79,049	(1,872)	-2%	158,097
Pension and UIF Contributions		23,199	26,552	26,602	2,093	12,309	13,301	(992)	-7%	26,602
Medical Aid Contributions		9,802	11,093	11,093	864	5,118	5,546	(428)	-8%	11,093
Overtime		23,267	27,792	27,796	1,836	11,682	13,898	(2,216)	-16%	27,796
Performance Bonus		10,640	12,510	12,510	1,016	5,807	6,255	(449)	-7%	12,510
Motor Vehicle Allowance		6,758	7,751	7,751	741	3,926	3,876	51	1%	7,751
Cellphone Allowance		690	1,018	1,018	72	391	509	(118)	-23%	1,018
Housing Allowances		1,166	1,427	1,427	99	604	713	(110)	-15%	1,427
Other benefits and allowances		6,819	7,829	7,829	665	3,805	3,915	(109)	-3%	7,829
Payments in lieu of leave		2,522	3,754	3,754	–	3,686	1,877	1,808	96%	3,754
Long service awards		913	1,015	1,015	90	539	507	32	6%	1,015
Post-retirement benefit obligations	2	7,706	11,653	11,653	907	5,439	5,826	(387)	-7%	11,653
Sub Total - Other Municipal Staff		**235,345**	**270,293**	**270,546**	**21,849**	**130,483**	**135,273**	**(4,790)**	**-4%**	**270,546**
% increase	4		**14.8%**	**15.0%**						**15.0%**
Total Parent Municipality		**253,826**	**289,869**	**290,122**	**23,208**	**139,905**	**145,061**	**(5,156)**	**-4%**	**290,122**

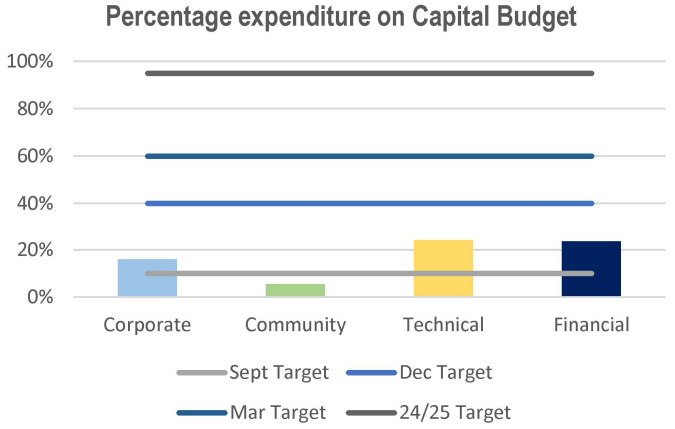
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN	REPORT ON STRATEGIC / TOP LAYER RESULTS	
	2024/25	QUARTER 2

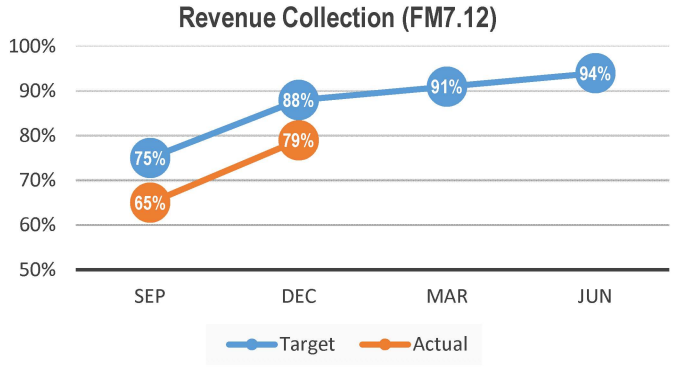
The Municipal Finance Management Act No. 56 of 2003 (MFMA) and National Treasury MFMA Circular No. 13 requires that municipalities must prepare a service delivery budget implementation plan (SDBIP) indicating how the budget and the strategic objectives of Council will be implemented. The SDBIP is prepared in terms of Section 53(1)(c)(ii) of the Municipal Finance Management (MFMA), National Treasury MFMA Circular No. 13 and the Budgeting and Reporting Regulation.

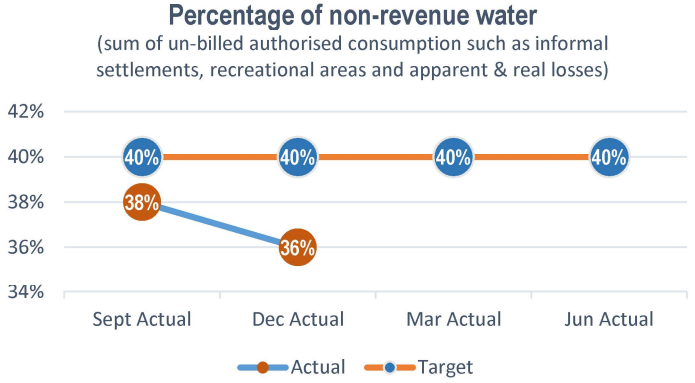
INDEX	*Page*
1. ESSENTIAL SERVICES	*2*
a) Sustainable provision & maintenance of basic infrastructure	*2*
b) Provide for the needs of informal settlements through improved services	*3*
2. GOVERNANCE	*3*
a) Support Institutional Transformation & Development	*3*
b) Ensure financial viability.	*4*
c) To maintain and strengthen relations	*4*
3. COMMUNAL SERVICES	*5*
a) Provide & maintain facilities that make citizens feel at home.	*5*
4. SOCIO-ECONOMIC SUPPORT SERVICES	*5*
a) Support the poor & vulnerable through programmes & policy	*5*
b) Create an enabling environment to attract investment & support local economy.	*6*

OVERVIEW OF RESULTS









KEY PERFORMANCE AREA:	Essential Services
STRATEGIC OBJECTIVE:	Sustainable provision & maintenance of basic infrastructure

Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
TecDir1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the Technical Department	98%	40%	**26%**	Underspending mainly relates to the following sections with under spent amounts (to achive 40% target) included: Electricity (R 316 000), Roads & Stormwater (R1,5m), Water (R419 000).	Underspending can be contributed to delays in appointment of service provider which is expected to be finalised with expenditure targets to be reached by the 4th quarter.
TecDir3	% Expenditure on Capital Budget by Technical Directorate	95%	40%	**24%**	Main reason for under spending relates to the following projects: Upgrade of Ceres substation (tender in process to be awarded), delays in the appointment of electrical contractor, Wolseley WWTW (all funds on order) & Tierhokskloof bulk water pipeline (severe weather during winter has delayed start of the project and design change.	At this stage the full expenditure on the Ceres substation budget (R 25m) are the only main risk with all other major projects in construction. Budgets to be reviewed with adjustment budget at end of February.
WS1.11a	Number of new formal sewer connections meeting minimum standards	10	4	**4**		
WS2.11a	Number of new formal water connections meeting minimum standards	10	4	**7**		
WS4.1	Percentage of drinking water samples complying to SANS241.	98%	98%	**100%**		
EE1.11a	Number of formal residential dwellings provided with a new connection to mains electricity supply by the municipality	8	4	**7**		
FinInc28	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at period end.	11873	11873	**12045**		
WS5.1	Percentage of non-revenue water (sum of un-billed authorised consumption such as informal settlements, recreational areas and apparent & real losses)	40%	40%	**36%**		
EE4.4	Percentage total electricity losses	10%	10,0%	**18,2%**	Ilegal connections have since taken a climb with the absence of the Revenue Enhancement project, with a bid which has been at BSC for over a year with no award. In addition to this, the Finance dept has a backlog of meter replacements (over 1000 meters) that needed to be changed for TID compliance.	Addressing the concerns mentioned above, should average and normalise the losses over the 12 months window measured in.

TR6.12	Percentage of surfaced municipal road lanes which has been resurfaced and resealed	1%	0%	**0%**		

KEY PERFORMANCE AREA:	Essential Services					
STRATEGIC OBJECTIVE:	Provide for the needs of informal settlements through improved services					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
TecDir2	Number of subsidised serviced sites developed.	No target set as development of serviced sites is not planned and budgeted for in 2024/25. Programme to resume in following year.				
WS1.11b (Cir88)	Number of new informal sewer connections meeting minimum standards	2	0	**0**		
WS2.11b	Number of new informal water connections meeting minimum standards	2	0	**0**		
EE1.11b	Number of informal residential dwellings provided with a new connection to mains electricity supply by the municipality	5	2	**0**	Revenue Enhancement bid currently with Bid Specifications Committee, awaiting Supply Chain to advertise tender. No separate applications received.	SCM processes to be finalised
TecRef31	Percentage of households in demarcated informal areas with access to a periodic solid waste removal or a skip for household waste.	95%	95%	**100%**		

KEY PERFORMANCE AREA:	Governance					
STRATEGIC OBJECTIVE:	Support Institutional Transformation & Development					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
CorpHR13	Percentage budget spent on implementation of Workplace Skills Plan.	96%	35%	**72%**		
CorpHR12	Report on percentage of people from employment equity target groups employed in the three highest levels of management in the municipality.	4 Reports	2	**2**		
GG1.21	Staff vacancy rate	5%	5%	13%	Panel members not available	

KEY PERFORMANCE AREA:	Governance					
STRATEGIC OBJECTIVE:	Ensure Financial Viability					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
FinFAdm10	Financial viability expressed as Debt-Coverage ratio	200	200	311	No Borrowings. Only borrowing is a Financial Lease liability. The result of the ratio is deemed immaterial	
FinFAdm11	Financial viability expressed outstanding service debtors	60%	60%	77%	Industrial effluent debt outstanding. No restriction of electricity in December.	Conclude an agreement for down-payment. End relaxation of credit control measures in December.
FM7.12	Collection rate ratio	94%	88%	79%	The cutting off of electricity supply and/or blocking of prepaid electricity is only credit control measures currently implemented. There is no credit control measures in areas where Eskom distribute electricity.	Report to be resubmitted to council for workshop and council resolution on credit control measures.
FM1.14	Service Charges and Property Rates Revenue as a percentage of Service Charges and Property Rates Revenue Budget	98%	50%	50,7%		
FM3.11	Cash/Cost coverage ratio	3	3	2,8	Collection rate lower than expected. Industrial Effluent payment oustanding from customer	Improve Credit Control Mechanisms. Conclude an agreement with Industrial Effluent Customer for down payment. Revisit Indigent Policy to expand definition of income to include income from all working individuals on a property. Scrap suspension of credit control mechanisms during December
FM4.31	Creditors payment period	40	30	17		
LED3.31	Average number of days from the point of advertising to the letter of award per 80/20 procurement process	180	180	83		
MM1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the whole of the municipality.	98%	40%	26%	Refer to TecDir1	
FM1.11	Total Capital Expenditure as a percentage of Total Capital Budget	95%	40%	24%	Refer to TecDir3 and ComDir2.	

FM5.21	Percentage of total capital expenditure on renewal/upgrading of existing assets	68%				
FM5.2	Percentage change of renewal/upgrading of existing Assets	35%				
FM7.2	Percentage of Revenue Growth excluding capital grants	6%				
FM2.1	Percentage of total operating revenue to finance total debt (Total Debt (Borrowing) / Total operating revenue)	6%				
FM4.11	Irregular, Fruitless and Wasteful, Unauthorised Expenditure as a percentage of Total Operating Expenditure	0%				
FM4.2	Percentage of total operating expenditure on remuneration	30%				

KEY PERFORMANCE AREA:	Governance
STRATEGIC OBJECTIVE:	To maintain and strengthen relations with international- & inter-governmental partners as well as the local community through the creation of participative structures.

Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
MMIDP9	Number of IDP community engagements held.	14	7	**7**		
GG2.1	Percentage of ward committees that are functional (meet four times a year, are quorate, and have an action plan)	100%	100%	**100%**		
GG2.11	Percentage of ward committees with 6 or more ward committee members (excluding the ward councillor)	100%	100%	**100%**		
ComSoc49	Number of meetings with inter-governmental partners.	12	6	**6**		

KEY PERFORMANCE AREA:	Communal Services					
STRATEGIC OBJECTIVE:	Provide & maintain facilities that make citizens feel at home.					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
ComAm34	Analysis report on customer satisfaction questionnaires on community facilities.	1 Report				
FD1.11	Percentage compliance with the required attendance time for structural firefighting incidents	90%	90%	**95%**		
HS3.5	Percentage utilisation rate of community halls	4%			The results are sourced from various booking desks located at cashier points in the different towns. An inclusive result could not be obtained as the booking system needs to be upgraded at some of these cashier points to ensure an integrated and inclusive result.	Systems in outer towns will be aligned and results will be reported on in the next quarter. Results are cumulative and will include the 1st & 2nd quarter's results.
HS3.6	Average number of library visits per library	12000	6000	**6573**		
HS3.7	Percentage of municipal cemetery plots available	27%	27%	**41%**		
ComDir2	Percentage expenditure on Capital Budget by Community Directorate	95%	40%	**6%**	The under expenditure appounts to R 734 000 with R 527 601 on orders. Projects delayed mainly include the upgrades at the Pine Forest Resort (R450 000) and upgrades at the Fire station (R320 000). The R 1m for Nduli library will only be spent to the latter part of the year as the project is to be implemented in 2025/26.	Uncommitted funds to be transferred with adjustment budget.

KEY PERFORMANCE AREA:	Socio-Economic Support Services					
STRATEGIC OBJECTIVE:	Support the poor & vulnerable through programmes & policy					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
ComSoc41	Number of account holders subsidised through the municipality's Indigent Policy	4500	4500	**3511**		
LED2.12	Percentage of the municipality's operating budget spent on indigent relief for free basic services	3%	4%	**2,8%**		
LED1.21	Number of work opportunities created through Public Employment Programmes (incl. EPWP and other related employment programmes)	350	150	**213**		

ComSoc42	Number of engagements with target groups with the implementation of social development programmes.	20	10	**14**		
ComHS14	Number of housing opportunities provided per year.	No Target				

ComHS15	Number of Rental Stock transferred	20	5	**5**		
KEY PERFORMANCE AREA:	Socio-Economic Support Services					
STRATEGIC OBJECTIVE:	Create an enabling environment to attract investment & support local economy.					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
ComLed19	Bi-annual report on investment incentives implemented.	2 Reports	1	**1**		
ComLed20	Quarterly report on the Small Business Entrepreneurs Development Programme.	4 Reports	2	**2**		
ComLed4	Review of the Witzenberg Local Economic Development Strategy.	1 Reviewed Strategy				
LED3.11	Average time taken to finalise business license applications	5 days	3	**0,4**		
LED3.12	Average time taken to finalise informal trading permits	7	5	**0,7**		
LED1.11	Percentage of total municipal operating expenditure spent on contracted services physically residing within the municipal area	5%	5%	**16%**		

17 Municipal Manager's quality certification

Quality Certificate

I, Mr D Nasson, Municipal Manager of Witzenberg Municipality, hereby certify that the mid-year budget and performance assessment have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act.

Print name Mr D NASSON

Municipal Manager of WITZENBERG MUNICIPALITY.

Signature: 

Date 17 January 2025

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

2024/2025
Quarterly Budget Statement Report
Section 52(d) – 2nd Quarter
1 July 2024 to 31 December 2024

Financial data is in respect of the period
1 July 2024 to 30 June 2025

Glossary

Adjustments Budgets – Prescribed in section 28 of the Municipal Finance Management Act. It is the formal means by which a municipality may revise its budget during a financial year.

Allocations – Money received from Provincial or National Government or other municipalities.

AFS – Annual Financial Statements

Budget – The financial plan of a municipality.

Budget related policy – Policy of a municipality affecting or affected by the budget.

Capital Expenditure – Spending on municipal assets such as land, buildings, distribution networks, treatment plants and vehicles. Any capital expenditure must be reflected as an asset on a municipality's balance sheet.

Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality, and the month end balances of cash and short term investments. Cash receipts and payments do not always coincide with budgeted income and expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month that the services or goods are received, even though it may not be paid in the same period.

CFO – Chief Financial Officer / Director: Finance

DORA – Division of Revenue Act. An annual piece of legislation indicating the allocations from National Government to Local Government.

Equitable Share – A general grant paid to municipalities. It is predominantly targeted to assist with free basic services.

Fruitless and wasteful expenditure – Expenditure that was made in vain and would have been avoided had reasonable care been exercised.

GDFI - Gross Domestic Fixed Investment

GFS – Government Finance Statistics. An internationally recognised classification system that facilitates comparisons between municipalities.

GRAP – Generally Recognized Accounting Practice. The new standard for municipal accounting and basis upon which AFS are prepared.

IDP – Integrated Development Plan. The main strategic planning document of a municipality.

KPI's – Key Performance Indicators. Measures of service output and/or outcome.

MFMA – Municipal Finance Management Act (No 53 of 2003). The principle piece of legislation relating to municipal financial management.

<u>Glossary (Continued)</u>

MIG – Municipal Infrastructure Grant

MPRA – Municipal Property Rates Act (No 6 of 2004).

MTREF – Medium Term Revenue and Expenditure Framework as prescribed by the MFMA sets out indicative revenue and projected expenditure for the budget year plus two outer financial years to determine the affordability level. Also includes details of the previous three years and current years' financial position.

NT – National Treasury

Net Assets – Net assets are the residual interest in the assets of the entity after deducting all its liabilities. This means the net assets of the municipality equates to the "net wealth" of the municipality, after all assets were sold/recovered and all liabilities paid. Transactions which do not meet the definition of Revenue or Expenses, such as increases in values of Property, Plant and Equipment where there is no inflow or outflow of resources are accounted for in Net Assets.

Operating Expenditure – Spending on the day to day expenses of a municipality such as general expenses, salaries & wages and repairs & maintenance.

Rates – Local Government tax based on assessed valuation of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.

RBIG – Regional Bulk Infrastructure Grant

R&M – Repairs and maintenance on property, plant and equipment.

SCM – Supply Chain Management.

SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.

Strategic Objectives – The main priorities of a municipality as set out in the IDP Budgeted spending must contribute towards achievement of these strategic objectives.

TMA – Total Municipal Account

Unauthorised expenditure – Generally, **s**pending without, or in excess of, an approved budget.

Virement – A transfer of budget.

Virement Policy - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

Vote – One of the main segments into which a budget is divided, usually at department level.

WM – Witzenberg Municipality

Legal requirements

In terms of Section 52 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003):

52. General Responsibilities. — The mayor of a municipality—

(*a*) must provide general political guidance over the fiscal and financial affairs of the municipality;

(*b*) in providing such general political guidance, may monitor and, to the extent provided in this Act, oversee the exercise of responsibilities assigned in terms of this Act to the accounting officer and the chief financial officer, but may not interfere in the exercise of those responsibilities;

(*c*) must take all reasonable steps to ensure that the municipality performs its constitutional and statutory functions within the limits of the municipality's approved budget;

(*d*) **must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality; and**

(*e*) must exercise the other powers and perform the other duties assigned to the mayor in terms of this Act or delegated by the council to the mayor.

In terms of section 11 (4) (a), the Accounting Officer must within 30 days after the end of each quarter table in the municipal council a consolidated report of all withdrawals made in terms of subsection (1) (b) to (j) during that quarter. Section 11(1) read as follow:

"11. *(1) Only the accounting officer or the chief financial officer of a municipality, or any other senior financial official of the municipality acting on the written authority of the accounting officer, may withdraw money or authorise the withdrawal of money from any of the municipality's bank accounts, and may do so only—*

(a) to defray expenditure appropriated in terms of an approved budget;
(b) to defray expenditure authorised in terms of section 26(4);
(c) to defray unforeseeable and unavoidable expenditure authorised in terms of section 29(1);
(d) in the case of a bank account opened in terms of section 12, to make payments from the account in accordance with subsection (4) of that section;
(e) to pay over to a person or organ of state money received by the municipality on behalf of that person or organ of state, including—
(i) money collected by the municipality on behalf of that person or organ of state by agreement; or
(ii) any insurance or other payments received by the municipality for that person or organ of state;
(f) to refund money incorrectly paid into a bank account;
(g) to refund guarantees, sureties and security deposits;
(h) for cash management and investment purposes in accordance with section 13;
(i) to defray increased expenditure in terms of section 31; or
(j) for such other purposes as may be prescribed."

In terms of Section 66 of the MFMA the Accounting Officer must prepare a report on all expenditure incurred with relation to staff benefits.

Section 66 reads as follow:

"66. *The accounting officer of a municipality must, in a format and for periods as may be prescribed, report to the council on all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits, and in a manner that discloses such expenditure per type of expenditure, namely—*

(a) salaries and wages;
(b) contributions for pensions and medical aid;
(c) travel, motor car, accommodation, subsistence and other allowances;
(d) housing benefits and allowances;
(e) overtime payments;
(f) loans and advances; and
(g) any other type of benefit or allowance related to staff."

The following regulations of the Local Government: Municipal Finance Management Act Municipal Budget and Reporting Regulations are relevant:

Quarterly reports on implementation of budget

31. (1) The mayor's quarterly report on the implementation of the budget and the financial state of affairs of the municipality as required by section 52(d) of the Act must be-

{a) in the format specified in Schedule C and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act; and

(b) consistent with the monthly budget statements for September, December, March and June as applicable; and

(c) submitted to the National Treasury and the relevant provincial treasury within five days of tabling of the report in the council.

Publication of quarterly reports on implementation of budget

32. When publishing the quarterly reports on the implementation of the budget in terms of section 75(1)(k) of the Act, the municipal manager must make public any other information that the municipal council considers appropriate to facilitate public awareness of the quarterly report on the implementation of the budget and the financial state of affairs of the municipality, including -

(a) summaries of quarterly report in alternate languages predominant in the community; and

{b) information relevant to each ward in the municipality.

PART 1 - IN-YEAR REPORT

Mayors Report

Speaker
Deputy Executive Mayor
Members of the Mayoral Committee
Councillors
Representatives of Provincial Government
Municipal Manager
Directors and officials
Distinguished guests
Members of the media

It is my privilege to present to you the quarterly Budget Statement Report for the quarter ended 31 December 2024. I do submit this report to comply with the relevant legislation.

The year-to-date recovery rate for the year, excluding traffic fines, is 76%. The annual target for debt collection is 94%. The collection of outstanding government debt remains a challenge as well as the municipality's inability to cut electricity in Eskom areas.

Key capital projects for the year under review includes the Tierhokskloof Bulk Pipeline in Wolseley, upgrade of the Wolseley Wastewater Treatment works and the upgrade of the electrical substation in Ceres.

Eskom's inability to increase the electricity supply to the municipality remains a key challenge as it is hampering local economic development and the resulting job opportunities which could be realised from such developments. This has a negative impact on the growth and expansion of the local economy.

COUNCILLOR T ABRAHAMS
EXECUTIVE MAYOR

Financial Report

For the period 1 July 2024 to 31 December 2024/2025, 51.22% of the budgeted operational revenue was raised.

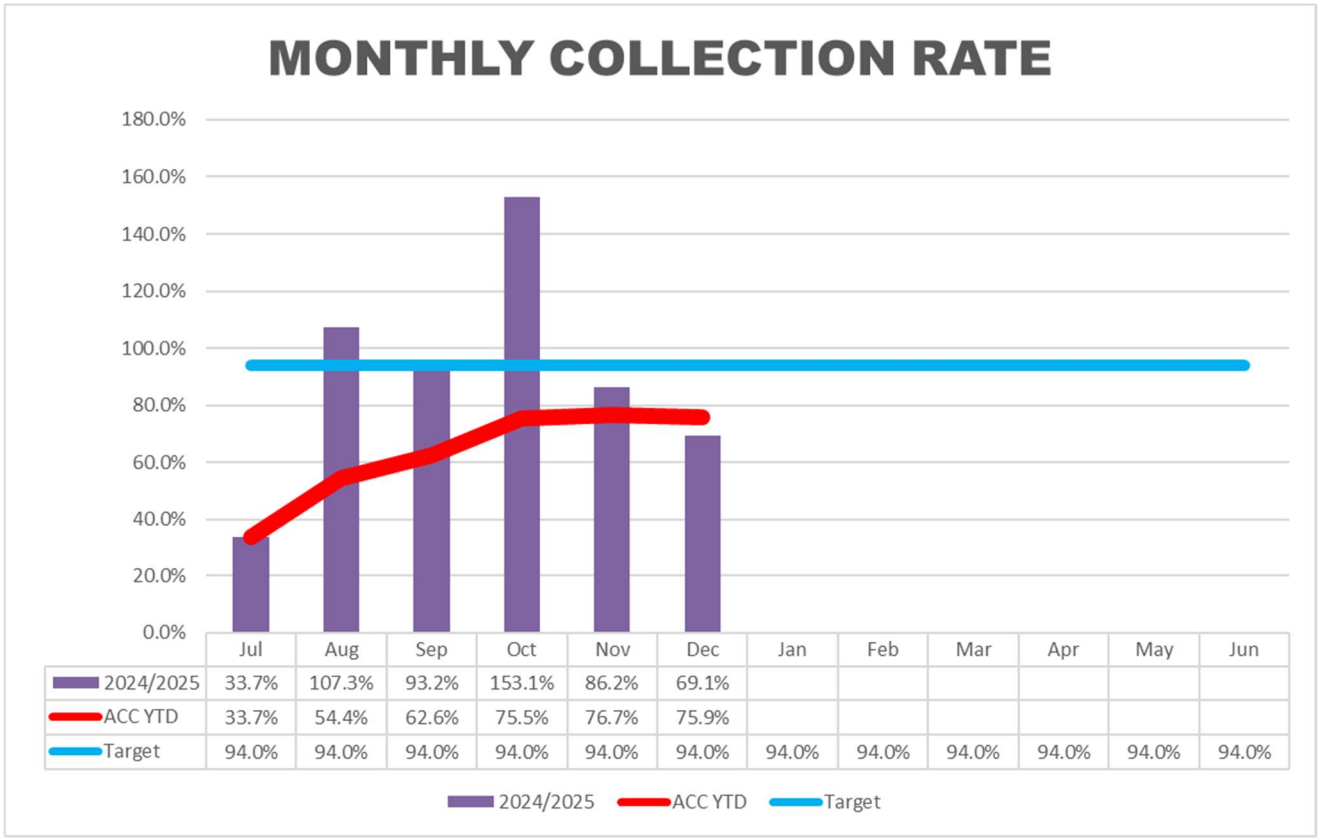
The collection rate of debtors is a challenge as only 76% of the debits raised were collected for the period under review, while the target is 94%.

35.41% of the budgeted operational expenditure was incurred during the reporting period. The Eskom account for the last month of the reporting period is not included in the actual expenditure as the account was only received after the reporting period end. The bulk purchases of electricity are expected to increase over the remaining months.

The exact provision for impairment of debtors will only be determined after the financial year end, the final amount is expected to be more than the in-year calculations.

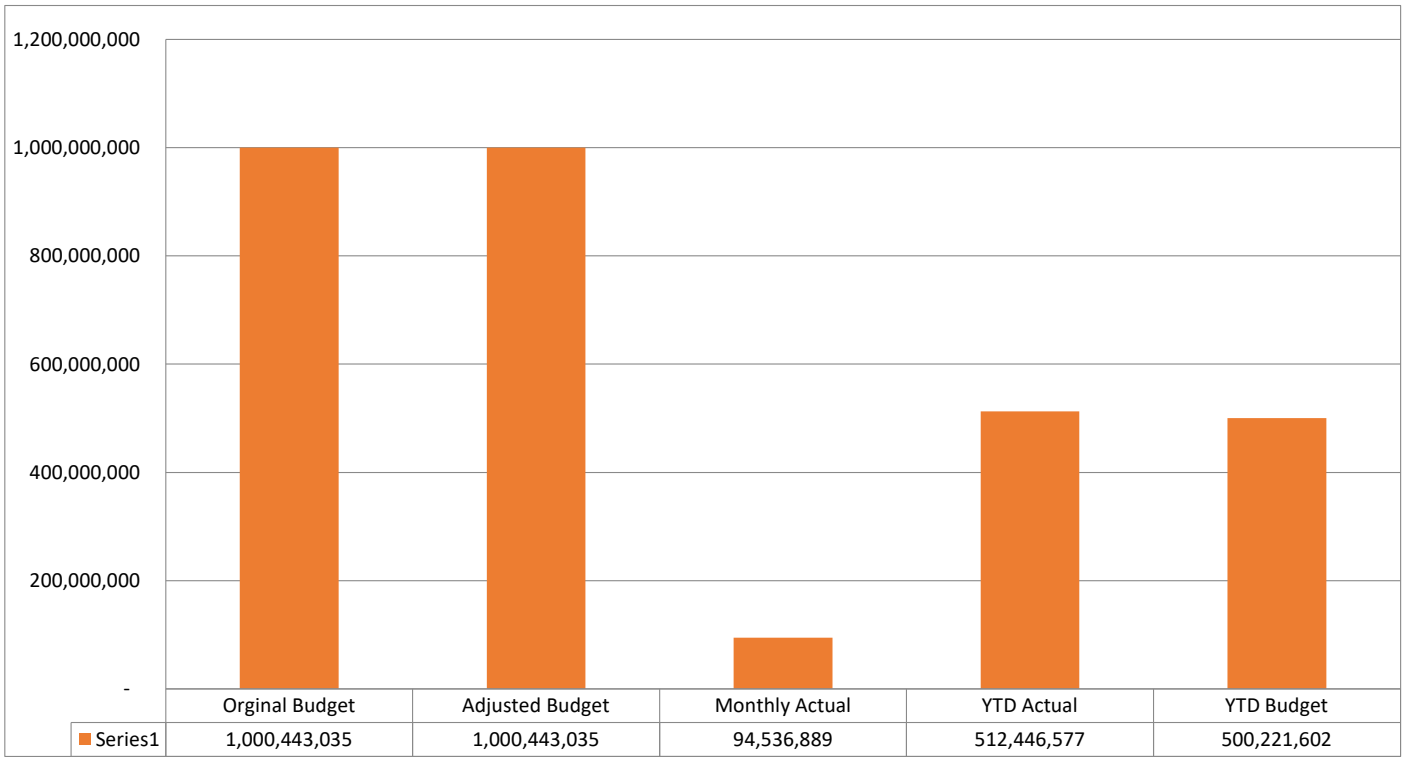
23.62% of the budgeted capital expenditure was incurred during the reporting period.

Kindly refer to the following graphs and tables for further detail:



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2024/2025	33.7%	107.3%	93.2%	153.1%	86.2%	69.1%						
ACC YTD	33.7%	54.4%	62.6%	75.5%	76.7%	75.9%						
Target	94.0%	94.0%	94.0%	94.0%	94.0%	94.0%	94.0%	94.0%	94.0%	94.0%	94.0%	94.0%

TOTAL OPERATIONAL REVENUE R'000

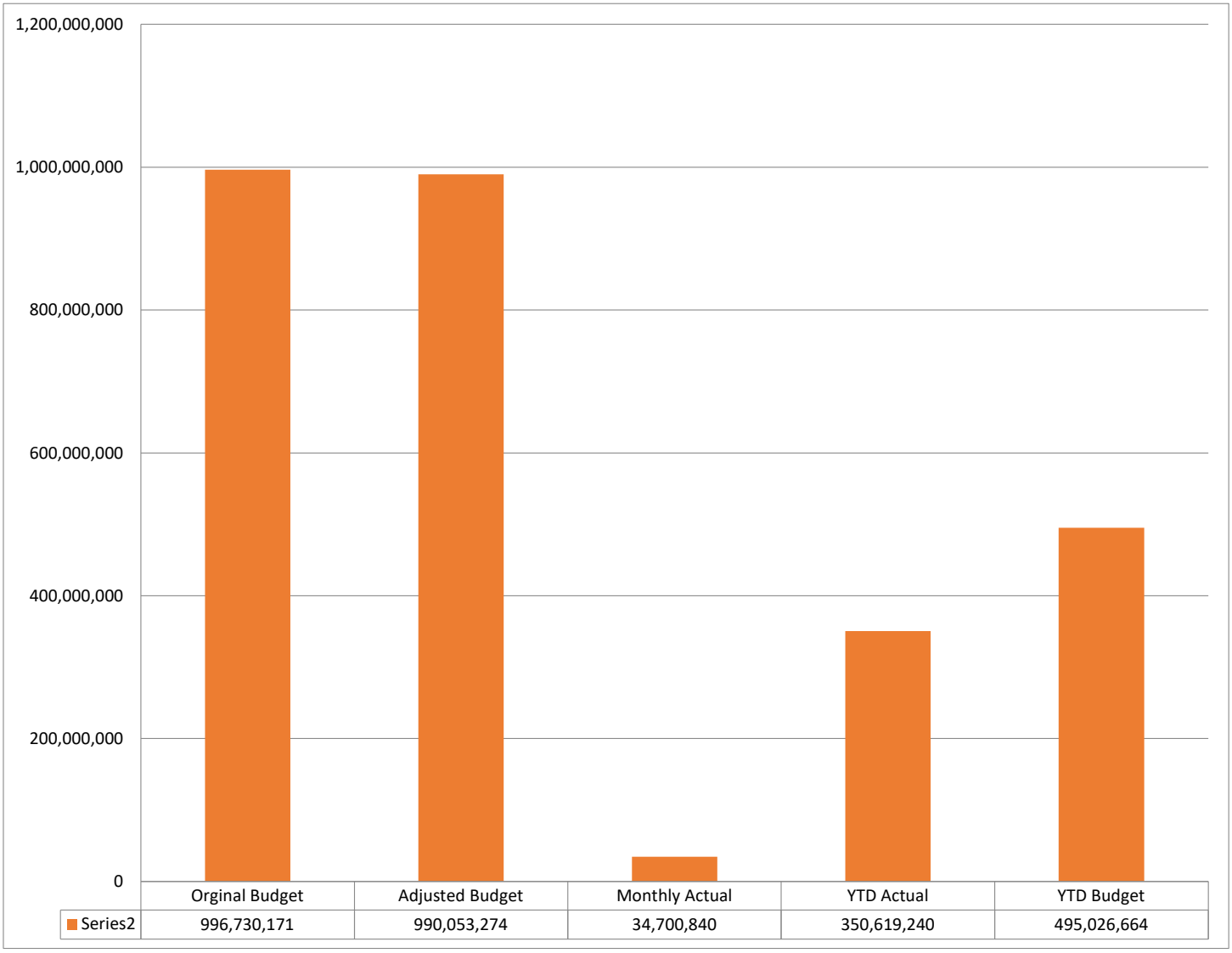


	Orginal Budget	Adjusted Budget	Monthly Actual	YTD Actual	YTD Budget
Series1	1,000,443,035	1,000,443,035	94,536,889	512,446,577	500,221,602

For the period 1 July 2024 to 31 December 2024, 51.22% of the budgeted operational revenue was raised.

Vir die periode 1 Julie 2024 tot 31 Desember 2024, is 51.22% van die begrote operasionele inkomste gehef.

TOTAL OPERATIONAL EXPENDITURE R'000



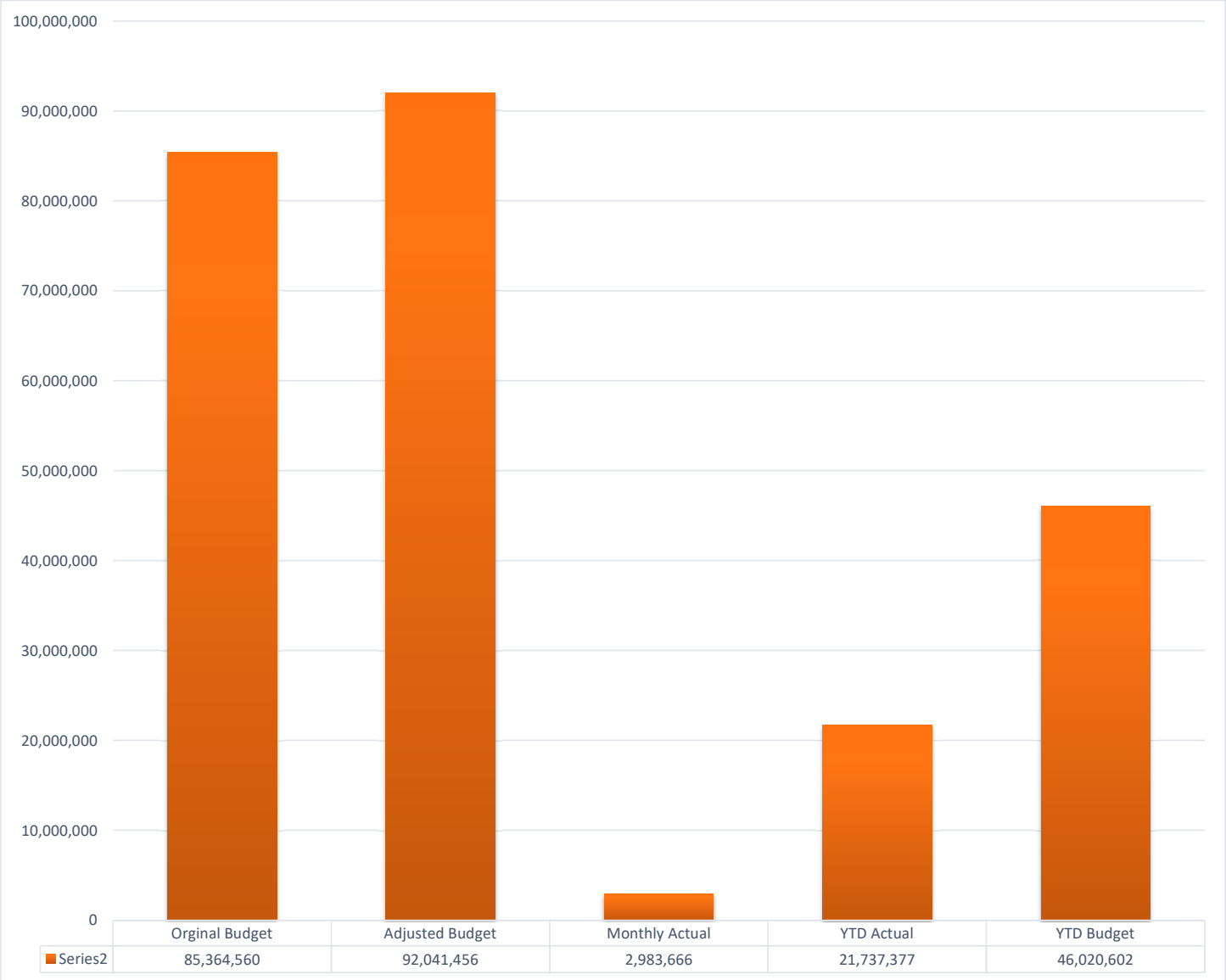
For the period 1 July 2024 to 31 December 2024, 35.41% of the budgeted operational expenditure was incurred.

Please refer to Supporting Table SC1 for explanations regarding expendiure variances.

Vir die periode 1 Julie 2024 tot 31 Desember 2024, is 35.41% van die begrote operasionele uitgawes aangegaan.

Verwys asb na "Supporting Table SC1" vir stawende redes met betrekking tot spandering afwykings.

CAPITAL EXPENDITURE R'000



	Orginal Budget	Adjusted Budget	Monthly Actual	YTD Actual	YTD Budget
Series2	85,364,560	92,041,456	2,983,666	21,737,377	46,020,602

For the period 1 July 2024 to 31 December, 23.62% of the budgeted capital expenditure was incurred.

Please refer to Supporting Table SC1 for explanations regarding expenditure variances.

Vir die periode 1 Julie 2024 tot 31 Desember 2024, is 23.62% van die begrote kapitale uitgawes aangegaan.

Verwys asb na "Supporting Table SC1" vir stawende redes met betrekking tot spandering afwykings.

WC022 Witzenberg - Table C1 Monthly Budget Statement Summary - M06 December

Description	2023/24	Budget Year 2024/25							
R thousands	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Financial Performance									
Property rates	101,317	113,495	113,495	5,740	73,012	56,748	16,265	29%	113,495
Service charges	528,792	565,288	565,288	31,113	271,121	282,644	(11,523)	-4%	565,288
Investment revenue	22,019	22,444	22,444	1,431	10,185	11,222	(1,037)	-9%	22,444
Transfers and subsidies - Operational	179,020	196,213	196,213	43,535	113,853	98,106	15,747	16%	196,213
Other own revenue	93,594	67,446	67,446	12,718	44,275	33,723	10,551	31%	67,446
Total Revenue (excluding capital transfers and contributions)	**924,741**	**964,887**	**964,887**	**94,537**	**512,447**	**482,443**	**30,003**	**6%**	**964,887**
Employee costs	242,378	277,558	277,811	22,237	133,748	138,905	(5,157)	-4%	277,811
Remuneration of Councillors	11,447	12,311	12,311	972	6,156	6,156	1	0%	12,311
Depreciation and amortisation	34,241	54,219	54,219	–	21	27,109	(27,088)	-100%	54,219
Interest	5,299	10,233	10,233	–	–	5,117	(5,117)	-100%	10,233
Inventory consumed and bulk purchases	347,330	401,186	400,322	2,478	144,954	200,161	(55,207)	-28%	400,322
Transfers and subsidies	36,338	37,116	37,126	267	5,999	18,563	(12,564)	-68%	37,126
Other expenditure	189,554	204,107	198,032	8,747	59,740	99,016	(39,276)	-40%	198,032
Total Expenditure	**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/(Deficit)	**58,154**	**(31,844)**	**(25,167)**	**59,836**	**161,827**	**(12,583)**	**174,411**	**-1386%**	**(25,167)**
Transfers and subsidies - capital (monetary allocations)	36,536	35,557	35,557	–	–	17,778	(17,778)	-100%	35,557
Transfers and subsidies - capital (in-kind)	–	–	–	–	–	–	–		–
Surplus/(Deficit) after capital transfers & contributions	**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–		–
Intercompany/Parent subsidiary transactions	–	–	–	–	–	–	–		–
Surplus/ (Deficit) for the year	**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**
Capital expenditure & funds sources									
Capital expenditure	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Capital transfers recognised	37,926	39,880	39,880	2,311	9,516	19,940	(10,424)	-52%	39,880
Borrowing	1,460	25,000	25,000	–	555	12,500	(11,945)	-96%	25,000
Internally generated funds	43,815	20,485	27,161	672	11,667	13,581	(1,914)	-14%	27,161
Total sources of capital funds	**83,202**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Financial position									
Total current assets	380,735	362,903	356,892		453,495				356,892
Total non current assets	1,149,836	1,138,148	1,144,825		1,112,763				1,144,825
Total current liabilities	143,975	186,734	180,693		169,705				180,693
Total non current liabilities	124,036	181,358	181,368		131,397				181,368
Community wealth/Equity	**1,262,561**	**1,132,959**	**1,132,959**		**960,328**				**1,132,959**
Cash flows									
Net cash from (used) operating	36,411	74,112	74,112	32,284	53,780	33,994	(19,785)	-58%	935,249
Net cash from (used) investing	(76,243)	(85,365)	(92,041)	(3,435)	(24,872)	46,021	70,892	154%	92,041
Net cash from (used) financing	275	25,000	25,000	27	222	12,500	12,278	98%	25,000
Cash/cash equivalents at the month/year end	**187,245**	**231,342**	**224,665**	**–**	**216,365**	**310,109**	**93,744**	**30%**	**1,239,526**

Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	12,800	8,217	7,198	13,247	44,693	5,265	57,752	234,394	383,565
Creditors Age Analysis									
Total Creditors	482	3	23	–	–	–	–	–	507

WC022 Witzenberg - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M06 December

Summary of Employee and Councillor remuneration R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
	1	A	B	C						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		9,007	9,658	9,658	780	4,990	4,829	161	3%	9,658
Pension and UIF Contributions		1,339	1,422	1,422	109	671	711	(40)	-6%	1,422
Medical Aid Contributions		54	86	86	–	–	43	(43)	-100%	86
Motor Vehicle Allowance		–	0	0	–	–	–	–		0
Cellphone Allowance		1,048	1,146	1,146	83	496	573	(77)	-13%	1,146
Other benefits and allowances		–	0	0	–	–	–	–		0
Sub Total - Councillors		**11,447**	**12,311**	**12,311**	**972**	**6,156**	**6,156**	**1**	**0%**	**12,311**
% increase	4		**7.5%**	**7.5%**						**7.5%**
Senior Managers of the Municipality	3									
Basic Salaries and Wages		4,082	4,395	4,395	267	1,872	2,198	(326)	-15%	4,395
Pension and UIF Contributions		358	404	404	31	188	202	(14)	-7%	404
Medical Aid Contributions		32	9	9	–	–	5	(5)	-100%	9
Performance Bonus		803	890	890	–	452	445	7	2%	890
Motor Vehicle Allowance		1,316	1,115	1,115	67	583	557	25	5%	1,115
Cellphone Allowance		365	332	332	23	170	166	4	2%	332
Housing Allowances		33	57	57	–	–	29	(29)	-100%	57
Other benefits and allowances		45	61	61	0	1	31	(30)	-98%	61
Sub Total - Senior Managers of Municipality		**7,034**	**7,265**	**7,265**	**388**	**3,265**	**3,632**	**(367)**	**-10%**	**7,265**
% increase	4		**3.3%**	**3.3%**						**3.3%**
Other Municipal Staff										
Basic Salaries and Wages		141,863	157,900	158,097	13,466	77,177	79,049	(1,872)	-2%	158,097
Pension and UIF Contributions		23,199	26,552	26,602	2,093	12,309	13,301	(992)	-7%	26,602
Medical Aid Contributions		9,802	11,093	11,093	864	5,118	5,546	(428)	-8%	11,093
Overtime		23,267	27,792	27,796	1,836	11,682	13,898	(2,216)	-16%	27,796
Performance Bonus		10,640	12,510	12,510	1,016	5,807	6,255	(449)	-7%	12,510
Motor Vehicle Allowance		6,758	7,751	7,751	741	3,926	3,876	51	1%	7,751
Cellphone Allowance		690	1,018	1,018	72	391	509	(118)	-23%	1,018
Housing Allowances		1,166	1,427	1,427	99	604	713	(110)	-15%	1,427
Other benefits and allowances		6,819	7,829	7,829	665	3,805	3,915	(109)	-3%	7,829
Payments in lieu of leave		2,522	3,754	3,754	–	3,686	1,877	1,808	96%	3,754
Long service awards		913	1,015	1,015	90	539	507	32	6%	1,015
Post-retirement benefit obligations	2	7,706	11,653	11,653	907	5,439	5,826	(387)	-7%	11,653
Sub Total - Other Municipal Staff		**235,345**	**270,293**	**270,546**	**21,849**	**130,483**	**135,273**	**(4,790)**	**-4%**	**270,546**
% increase	4		**14.8%**	**15.0%**						**15.0%**
Total Parent Municipality		**253,826**	**289,869**	**290,122**	**23,208**	**139,905**	**145,061**	**(5,156)**	**-4%**	**290,122**
Unpaid salary, allowances & benefits in arrears:										
Board Members of Entities										
Sub Total - Executive members Board	2	–	–	–	–	–	–	–		–
% increase	4									
Senior Managers of Entities										
Sub Total - Senior Managers of Entities		–	–	–	–	–	–	–		–
% increase	4									
Other Staff of Entities										
Sub Total - Other Staff of Entities		–	–	–	–	–	–	–		–
% increase	4									
Total Municipal Entities		–	–	–	–	–	–	–		–
TOTAL SALARY, ALLOWANCES & BENEFITS		**253,826**	**289,869**	**290,122**	**23,208**	**139,905**	**145,061**	**(5,156)**	**-4%**	**290,122**
% increase	4		**14.2%**	**14.3%**						**14.3%**
TOTAL MANAGERS AND STAFF		**242,378**	**277,558**	**277,811**	**22,237**	**133,748**	**138,905**	**(5,157)**	**-4%**	**277,811**

WC022 Witzenberg - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M06 December

Month	2023/24	Budget Year 2024/25							
R thousands	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	% spend of Original Budget
Monthly expenditure performance trend									
July	216	3,004	3,577	742	742	3,577	2,835	79.2%	1%
August	5,739	3,004	3,577	346	1,088	7,154	6,066	84.8%	1%
September	4,059	15,284	15,857	5,004	6,092	23,010	16,918	73.5%	7%
October	5,014	3,004	3,577	5,140	11,233	26,587	15,355	57.8%	13%
November	7,537	3,004	3,577	7,521	18,754	30,164	11,410	37.8%	22%
December	6,153	15,384	15,857	2,984	21,737	46,021	24,283	52.8%	25%
January	1,226	3,004	3,577	–	21,737	49,597	27,860	56.2%	25%
February	4,783	3,004	3,577	–	21,737	53,174	31,437	59.1%	25%
March	6,810	15,284	15,857	–	21,737	69,031	47,294	68.5%	25%
April	4,180	3,004	3,577	–	21,737	72,608	50,870	70.1%	25%
May	14,828	3,004	3,577	–	21,737	76,184	54,447	71.5%	25%
June	26,064	15,384	15,857	–	21,737	92,041	70,304	76.4%	25%
Total Capital expenditure	**86,610**	**85,365**	**92,041**	**21,737**					

WC022 Witzenberg - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December

Description	Ref	Budget Year 2024/25												2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	1	July Outcome	August Budget	September Budget	October Budget	November Budget	December Budget	January Budget	February Budget	March Budget	April Budget	May Budget	June Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Cash Receipts By Source																
Property rates		6,736	13,751	8,139	25,750	5,745	4,108	8,607	8,607	8,607	8,607	8,607	(3,981)	103,281	108,881	115,270
Service charges - electricity revenue		33,478	35,134	34,797	29,483	21,039	17,851	40,600	40,600	40,600	40,600	40,600	112,420	487,205	535,527	588,111
Service charges - water revenue		3,044	3,009	4,585	3,001	2,681	2,536	3,133	3,133	3,133	3,133	3,133	3,079	37,600	42,392	44,386
Service charges - Waste Water Management		1,951	4,835	1,652	2,145	1,847	1,610	4,355	4,355	4,355	4,355	4,355	16,444	52,256	51,942	56,286
Service charges - Waste Mangement		2,175	2,402	2,030	2,639	2,103	1,801	2,153	2,153	2,153	2,153	2,153	1,922	25,839	27,059	30,515
Rental of facilities and equipment		146	239	274	567	254	267	0	0	0	0	0	(1,743)	5	6	6
Interest earned - external investments		998	1,293	758	1,164	3,012	716	2,921	2,921	5,656	2,921	2,921	20,712	45,994	47,793	49,683
Interest earned - outstanding debtors		–	–	–	–	5	–	298	298	298	298	298	2,082	3,577	3,756	3,944
Fines, penalties and forfeits		93	117	67	123	87	201	372	372	372	372	372	1,920	4,469	4,693	4,928
Licences and permits		136	162	53	98	84	99	213	213	213	213	213	859	2,558	2,685	2,820
Agency services		272	490	280	581	339	580	381	381	381	381	381	124	4,570	4,799	5,039
Transfers and Subsidies - Operational		71,099	6,955	132	5,073	7,401	47,653	12,142	12,142	20,762	12,142	12,142	(13,252)	194,392	196,992	205,715
Other revenue		190	405	222	483	684	475	452	452	452	452	452	706	5,426	5,698	5,982
Cash Receipts by Source		**120,319**	**68,792**	**52,987**	**71,107**	**45,281**	**77,897**	**75,629**	**75,629**	**86,984**	**75,629**	**75,629**	**141,291**	**967,172**	**1,032,223**	**1,112,684**
Other Cash Flows by Source													–			
Transfers and subsidies - capital (monetary allocations) (National /		5,000	1,000	–	–	3,700	1,750	–	–	10,541	–	–	24,372	46,362	39,556	30,727
Short term loans		–	–	–	–	–	–	–	–	6,250	–	–	14,738	20,988	(4,012)	(4,012)
Increase (decrease) in consumer deposits		31	40	55	53	15	27	–	–	–	–	–	(222)	–	–	–
Total Cash Receipts by Source		**125,350**	**69,832**	**53,042**	**71,159**	**48,996**	**79,674**	**75,629**	**75,629**	**103,774**	**75,629**	**75,629**	**180,179**	**1,034,522**	**1,067,767**	**1,139,399**
Cash Payments by Type													–			
Employee related costs		18,868	19,295	22,545	20,494	31,950	23,066	39,424	39,424	39,424	39,424	39,424	139,754	473,093	492,706	518,694
Remuneration of councillors		951	951	951	931	1,401	972	–	–	–	–	–	(6,156)	–	–	–
Interest		0	–	–	–	–	–	–	–	–	–	–	(0)	–	–	–
Bulk purchases - Electricity		44,039	54,856	48,261	26,754	23,730	24,223	35,922	35,922	35,922	35,922	35,922	29,593	431,067	485,812	547,510
Acquisitions - water & other inventory		3,341	776	1,694	1,558	1,822	2,030	2,000	2,000	2,000	2,000	2,000	2,779	24,000	25,200	26,460
Contracted services		4,220	9,240	3,223	3,079	3,652	5,017	939	939	939	939	939	(21,861)	11,263	11,358	11,500
Transfers and subsidies - other		91	340	144	111	78	267	–	–	–	–	–	(1,031)	–	–	–
Other expenditure		10,266	6,701	4,805	6,317	6,210	4,881	–	–	–	–	–	(39,180)	–	–	–
Cash Payments by Type		**81,776**	**92,158**	**81,622**	**59,245**	**68,843**	**60,455**	**78,285**	**78,285**	**78,285**	**78,285**	**78,285**	**103,897**	**939,422**	**1,015,076**	**1,104,164**
Other Cash Flows/Payments by Type																
Capital assets		1,940	348	5,715	4,872	8,562	3,435	–	–	–	–	–	(24,872)	–	–	–
Other Cash Flows/Payments		(11,882)	(13,239)	(9,334)	1,092	(3,592)	(13,091)	–	–	–	–	–	50,047	–	–	–
Total Cash Payments by Type		**71,834**	**79,267**	**78,003**	**65,209**	**73,813**	**50,799**	**78,285**	**78,285**	**78,285**	**78,285**	**78,285**	**129,072**	**939,422**	**1,015,076**	**1,104,164**
NET INCREASE/(DECREASE) IN CASH HELD		**53,516**	**(9,435)**	**(24,961)**	**5,950**	**(24,816)**	**28,875**	**(2,656)**	**(2,656)**	**25,489**	**(2,656)**	**(2,656)**	**51,107**	**95,100**	**52,691**	**35,236**
Cash/cash equivalents at the month/year beginning:		187,235	240,751	231,317	206,356	212,306	187,490	216,365	213,709	211,053	236,542	233,885	231,229	187,235	282,336	335,026
Cash/cash equivalents at the month/year end:		240,751	231,317	206,356	212,306	187,490	216,365	213,709	211,053	236,542	233,885	231,229	282,336	282,336	335,026	370,262

WC022 Witzenberg - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M06 December

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		**5,911**	**(4,029)**	**(4,029)**	**161**	**2,171**	**(2,014)**	**4,186**	**-207.8%**	**(4,029)**
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		3,364	(1,559)	(1,559)	135	1,266	(780)	2,045	-262.4%	(1,559)
Local Government Financial Management Grant [Schedule 5B]		1,550	(1,470)	(1,470)	26	906	(735)	1,641	-223.3%	(1,470)
Municipal Infrastructure Grant [Schedule 5B]		997	(1,000)	(1,000)	–	–	(500)	500	-100.0%	(1,000)
Provincial Government:		**39,584**	**(46,426)**	**(46,426)**	**(4,279)**	**4,996**	**(23,213)**	**28,209**	**-121.5%**	**(46,426)**
OPEX PROV TITLE DEEDS RESTORATION		568	–	–	–	–	–	–		–
OPEX PROV LIBRARY		–	(10,683)	(10,683)	(4,282)	–	(5,342)	5,342	-100.0%	(10,683)
OPEX PROV CDW		71	(262)	(262)	3	7	(131)	139	-105.6%	(262)
OPEX PROV THUSONG		–	(130)	(130)	–	–	(65)	65	-100.0%	(130)
OPEX PROV MUN ACC AND CAP BUILDING		196	(858)	(858)	–	–	(429)	429	-100.0%	(858)
OPEX PROV WATER RESILIENCE		500	–	–	–	–	–	–		–
Specify (Add grant description)		295	(172)	(172)	–	–	(86)	86	-100.0%	(172)
OPEX PROV HOUSING IHHSDG		–	(1,532)	(1,532)	–	–	(766)	766	-100.0%	(1,532)
Specify (Add grant description)		37,954	(32,788)	(32,788)	–	4,988	(16,394)	21,382	-130.4%	(32,788)
Other grant providers:		**2,767**	**(205)**	**(205)**	**–**	**–**	**(102)**	102	-100.0%	**(205)**
Foreign Government and International Organisations		1,793	(205)	(205)	–	–	(102)	102	-100.0%	(205)
Private Enterprises		974	–	–	–	–	–	–		–
Total operating expenditure of Transfers and Grants:		**48,262**	**(50,660)**	**(50,660)**	**(4,118)**	**7,167**	**(25,330)**	**32,497**	**-128.3%**	**(50,660)**
National Government:		**23,296**	**(39,630)**	**(39,630)**	**148**	**729**	**(19,815)**	**20,544**	**-103.7%**	**(39,630)**
Municipal Infrastructure Grant [Schedule 5B]		23,296	(24,630)	(24,630)	148	591	(12,315)	12,906	-104.8%	(24,630)
Water Services Infrastructure Grant [Schedule 5B]		–	(15,000)	(15,000)	–	139	(7,500)	7,639	-101.8%	(15,000)
Provincial Government:		**15,229**	**(1,375)**	**(1,375)**	**–**	**143**	**(688)**	830	-120.7%	**(1,375)**
Specify (Add grant description)		200	–	–	–	–	–	–		–
CAPEX PROV MUN INTERVENTION		–	(179)	(179)	–	–	(90)	90	-100.0%	(179)
CAPEX PROV FIRE		1,675	–	–	–	–	–	–		–
CAPEX PROV LOAD SHEDDING RELIEF		475	–	–	–	–	–	–		–
CAPEX PROV MAIN ROADS		12,879	(1,196)	(1,196)	–	143	(598)	740	-123.9%	(1,196)
District Municipality:		**1,851**	**100**	**100**	**–**	**–**	**50**	(50)	-100.0%	**100**
CAPEX DISTRICT		500	100	100	–	–	50	(50)	-100.0%	100
Specify (Add grant description)		1,200	–	–	–	–	–	–		–
CAPEX DISTRICT TRAFFIC SAFETY PROJECT		142	–	–	–	–	–	–		–
CAPEX DISTRICT SECURITY CAMERAS		9	–	–	–	–	–	–		–
Total capital expenditure of Transfers and Grants		**40,376**	**(40,905)**	**(40,905)**	**148**	**872**	**(20,453)**	**21,325**	**-104.3%**	**(40,905)**
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		**88,638**	**(91,565)**	**(91,565)**	**(3,970)**	**8,039**	**(45,782)**	**53,821**	**-117.6%**	**(91,565)**

WC022 Witzenberg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December

Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		**4,797**	**3,159**	**3,159**	**–**	**2,692**	**1,580**	**1,113**	**70.4%**	**3,159**
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		3,247	1,559	1,559	–	1,092	780	313	40.1%	1,559
Local Government Financial Management Grant [Schedule 5B]		1,550	1,600	1,600	–	1,600	800	800	100.0%	1,600
Provincial Government:		**34,087**	**45,527**	**45,527**	**(7,123)**	**5,081**	**21,802**	**(16,721)**	**-76.7%**	**45,527**
OPEX PROV LIBRARY		–	10,683	10,683	(7,123)	–	5,342	(5,342)	-100.0%	10,683
OPEX PROV CDW		132	132	132	–	132	66	66	100.0%	132
OPEX PROV THUSONG		–	150	150	–	–	–	–		150
OPEX PROV MUN ACC AND CAP BUILDING		245	249	249	–	249	–	249		249
OPEX PROV FIN MAN SUPPORT		–	–	–	–	150	–	150		–
Specify (Add grant description)		250	150	150	–	–	–	–		150
OPEX PROV HOUSING IHHSDG		–	25,000	25,000	–	–	12,500	(12,500)	-100.0%	25,000
Specify (Add grant description)		33,460	–	–	–	4,550	–	4,550		–
Specify (Add grant description)		–	1,375	1,375	–	–	–	–		1,375
Specify (Add grant description)		–	7,788	7,788	–	–	3,894	(3,894)	-100.0%	7,788
District Municipality:		**150**	**–**	**–**	**–**	**–**	**–**	–		**–**
Specify (Add grant description)		150	–	–	–	–	–	–		–
Other grant providers:		**2,763**	**–**	**–**	**–**	**2,476**	**–**	2,476		**–**
Foreign Government and International Organisations		680	–	–	–	–	–	–		–
Private Enterprises		2,083	–	–	–	2,476	–	2,476		–
Total Operating Transfers and Grants	5	**41,797**	**48,686**	**48,686**	**(7,123)**	**10,249**	**23,381**	**(13,132)**	**-56.2%**	**48,686**
Capital Transfers and Grants										
National Government:		**25,209**	**40,630**	**40,630**	**–**	**20,576**	**20,315**	**261**	**1.3%**	**40,630**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		900	–	–	–	–	–	–		–
Municipal Infrastructure Grant [Schedule 5B]		24,309	25,630	25,630	–	12,576	12,815	(239)	-1.9%	25,630
Water Services Infrastructure Grant [Schedule 5B]		–	15,000	15,000	–	8,000	7,500	500	6.7%	15,000
Provincial Government:		**16,559**	**2,232**	**2,232**	**–**	**700**	**766**	(66)	-8.6%	**2,232**
Specify (Add grant description)		200	–	–	–	–	–	–		–
CAPEX PROV FIRE		1,658	–	–	–	–	–	–		–
Specify (Add grant description)		–	1,532	1,532	–	–	766	(766)	-100.0%	1,532
CAPEX PROV INFORMAL SETTLEMENT UPGRADING		–	700	700	–	700	–	700		700
CAPEX PROV MAIN ROADS		14,702	–	–	–	–	–	–		–
District Municipality:		**672**	**–**	**–**	**–**	**–**	**–**	–		**–**
CAPEX DISTRICT		600	–	–	–	–	–	–		–
CAPEX DISTRICT TRAFFIC SAFETY PROJECT		72	–	–	–	–	–	–		–
Other grant providers:		**–**	**–**	**–**	**–**	**–**	**–**	–		**–**
Total Capital Transfers and Grants	5	**42,440**	**42,862**	**42,862**	**–**	**21,276**	**21,081**	**195**	**0.9%**	**42,862**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	84,237	91,548	91,548	(7,123)	31,525	44,462	(12,937)	-29.1%	91,548

WC022 Witzenberg - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M06 December

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate ³	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands		Yrs/Months												
Municipality														
ABSA Bank Ltd		7 Months	Call Investment	Yes	Yes	Yes	No	No	17/02/2025	46,529	362		–	**46,891**
First National Bank		3 Months	Call Investment	Yes	Yes	Yes	No	No	22/10/2024	(0)	–		–	**(0)**
Nedbank Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	41,006	219	(41,225)	–	**–**
Standard Bank of SA Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	41,016	221	(41,237)	–	**–**
ABSA Bank Ltd		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	123		24,000	**24,123**
Nedbank Ltd		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	119		24,000	**24,119**
First National Bank		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	–	119		24,000	**24,119**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
-		–								–	–		–	**–**
Municipality sub-total										**128,551**	**1,163**		**72,000**	**119,252**
Entities														
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
-		–	–						–	–	–		–	**–**
Entities sub-total										–	–		–	–
TOTAL INVESTMENTS AND INTEREST	2									**128,551**	**1,163**		**72,000**	**119,252**

WC022 Witzenberg - Supporting Table SC4 Monthly Budget Statement - aged creditors - M06 December

Description R thousands	NT Code	Budget Year 2024/25									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	–	–	–	–	–	–	–	–	–	–
Bulk Water	0200	–	–	–	–	–	–	–	–	–	–
PAYE deductions	0300	–	–	–	–	–	–	–	–	–	–
VAT (output less input)	0400	–	–	–	–	–	–	–	–	–	–
Pensions / Retirement deductions	0500	–	–	–	–	–	–	–	–	–	–
Loan repayments	0600	–	–	–	–	–	–	–	–	–	–
Trade Creditors	0700	482	3	23	–	–	–	–	–	507	–
Auditor General	0800	–	–	–	–	–	–	–	–	–	–
Other	0900	–	–	–	–	–	–	–	–	–	–
Total By Customer Type	**1000**	**482**	**3**	**23**	**–**	**–**	**–**	**–**	**–**	**507**	–

WC022 Witzenberg - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

Description	NT Code	Budget Year 2024/25											
R thousands		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	4,973	2,434	2,167	1,809	1,915	1,556	13,745	58,084	86,682	77,109	–	–
Trade and Other Receivables from Exchange Transactions - Electricity	1300	3,267	1,214	1,076	963	393	405	15,537	9,009	31,865	26,307	–	–
Receivables from Non-exchange Transactions - Property Rates	1400	2,590	1,191	798	7,265	611	555	7,296	31,325	51,631	47,052	–	–
Receivables from Exchange Transactions - Waste Water Management	1500	4,402	1,501	1,424	1,355	38,142	1,180	8,896	37,995	94,896	87,569	–	–
Receivables from Exchange Transactions - Waste Management	1600	4,452	1,624	1,458	1,370	1,272	1,177	9,143	35,495	55,991	48,457	–	–
Receivables from Exchange Transactions - Property Rental Debtors	1700	134	15	14	13	13	13	83	854	1,139	976	–	–
Interest on Arrear Debtor Accounts	1810	1,197	175	213	431	2,306	343	2,761	60,137	67,564	65,978	–	–
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	–	–	–	–	–	–	–	–	–	–	–	–
Other	1900	(8,215)	63	45	40	40	36	292	1,495	(6,204)	1,902	–	–
Total By Income Source	**2000**	**12,800**	**8,217**	**7,198**	**13,247**	**44,693**	**5,265**	**57,752**	**234,394**	**383,565**	**355,350**	**–**	**–**
2023/24 - totals only										–	–		
Debtors Age Analysis By Customer Group													
Organs of State	2200	486	519	396	643	258	269	2,820	7,480	12,870	11,469	–	–
Commercial	2300	(1,260)	1,631	1,025	3,879	39,315	403	15,321	27,727	88,041	86,646	–	–
Households	2400	13,490	5,853	5,566	7,812	4,920	4,396	37,993	188,602	268,632	243,723	–	–
Other	2500	84	215	210	913	200	198	1,618	10,585	14,023	13,513	–	–
Total By Customer Group	**2600**	**12,800**	**8,217**	**7,198**	**13,247**	**44,693**	**5,265**	**57,752**	**234,394**	**383,565**	**355,350**	**–**	**–**

WC022 Witzenberg - Table C7 Monthly Budget Statement - Cash Flow - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
CASH FLOW FROM OPERATING ACTIVITIES	1									
Receipts										
Property rates		102,509	103,281	103,281	4,108	64,228	51,640	12,588	24%	103,281
Service charges		494,505	602,900	602,900	24,273	220,286	301,450	(81,164)	-27%	602,900
Other revenue		–	17,029	17,029	1,147	5,608	8,515	(2,906)	-34%	17,029
Transfers and Subsidies - Operational		134,848	194,392	194,392	47,653	138,314	96,234	42,080	44%	194,392
Transfers and Subsidies - Capital		36,488	46,362	46,362	1,750	11,450	21,081	(9,631)	-46%	46,362
Interest		48,344	49,570	49,570	716	7,946	24,785	(16,839)	-68%	49,570
Dividends		–	–	–	–	–	–	–		–
Payments										
Suppliers and employees		(780,152)	(939,422)	(939,422)	(47,097)	(393,021)	(469,711)	(76,690)	16%	(78,285)
Interest		(132)	–	–	–	(0)	–	0	0%	–
Transfers and Subsidies		–	–	–	(267)	(1,031)	–	1,031	0%	–
NET CASH FROM/(USED) OPERATING ACTIVITIES		**36,411**	**74,112**	**74,112**	**32,284**	**53,780**	**33,994**	**(19,785)**	**-58%**	**935,249**
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		–	–	–	–	–	–	–		–
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–		–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–		–
Payments										
Capital assets		(76,243)	(85,365)	(92,041)	(3,435)	(24,872)	46,021	70,892	154%	92,041
NET CASH FROM/(USED) INVESTING ACTIVITIES		**(76,243)**	**(85,365)**	**(92,041)**	**(3,435)**	**(24,872)**	**46,021**	**70,892**	**154%**	**92,041**
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		–	–	–	–	–	–	–		–
Borrowing long term/refinancing		–	25,000	25,000	–	–	12,500	(12,500)	-100%	25,000
Increase (decrease) in consumer deposits		275	–	–	27	222	–	222	0%	–
Payments										
Repayment of borrowing		–	–	–	–	–	–	–		–
NET CASH FROM/(USED) FINANCING ACTIVITIES		**275**	**25,000**	**25,000**	**27**	**222**	**12,500**	**12,278**	**98%**	**25,000**
NET INCREASE/ (DECREASE) IN CASH HELD		**(39,557)**	**13,748**	**7,071**	**28,875**	**29,130**	**92,515**			**1,052,291**
Cash/cash equivalents at beginning:		226,802	217,594	217,594		187,235	217,594			187,235
Cash/cash equivalents at month/year end:		187,245	231,342	224,665		216,365	310,109			1,239,526

WC022 Witzenberg - Table C6 Monthly Budget Statement - Financial Position - M06 December

Description R thousands	Ref	2023/24 Audited Outcome	Budget Year 2024/25 Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
ASSETS	1					
Current assets						
Cash and cash equivalents		187,245	227,306	220,629	218,721	220,629
Trade and other receivables from exchange transactions		123,373	68,636	68,636	40,161	68,636
Receivables from non-exchange transactions		31,639	49,234	49,234	44,586	49,234
Current portion of non-current receivables		–	–	–	–	–
Inventory		27,362	9,181	9,847	20,878	9,847
VAT		–	6,836	6,836	126,104	6,836
Other current assets		11,117	1,709	1,709	3,045	1,709
Total current assets		**380,735**	**362,903**	**356,892**	**453,495**	**356,892**
Non current assets						
Investments		–	–	–	–	–
Investment property		41,920	40,610	40,610	41,678	40,610
Property, plant and equipment		1,106,309	1,094,459	1,100,853	1,068,175	1,100,853
Biological assets		–	–	–	–	–
Living and non-living resources		–	–	–	–	–
Heritage assets		550	550	550	550	550
Intangible assets		1,058	2,529	2,812	2,360	2,812
Trade and other receivables from exchange transactions		–	–	–	–	–
Non-current receivables from non-exchange transactions		–	–	–	–	–
Other non-current assets		–	–	–	–	–
Total non current assets		**1,149,836**	**1,138,148**	**1,144,825**	**1,112,763**	**1,144,825**
TOTAL ASSETS		**1,530,572**	**1,501,051**	**1,501,717**	**1,566,257**	**1,501,717**
LIABILITIES						
Current liabilities						
Bank overdraft			–	–	–	–
Financial liabilities			(3,330)	(3,330)	36	(3,330)
Consumer deposits		9,739	12,158	12,158	(9,600)	12,158
Trade and other payables from exchange transactions		85,603	110,941	104,900	(25,352)	104,900
Trade and other payables from non-exchange transactions			3,129	3,129	67,882	3,129
Provision		35,611	45,567	45,567	23,849	45,567
VAT		4,566	18,269	18,269	112,890	18,269
Other current liabilities		8,455	–	–	–	–
Total current liabilities		**143,975**	**186,734**	**180,693**	**169,705**	**180,693**
Non current liabilities						
Financial liabilities			25,645	25,655	490	25,655
Provision		52,331	77,712	77,712	58,836	77,712
Long term portion of trade payables			–	–	–	–
Other non-current liabilities		71,705	78,001	78,001	72,071	78,001
Total non current liabilities		**124,036**	**181,358**	**181,368**	**131,397**	**181,368**
TOTAL LIABILITIES		**268,011**	**368,091**	**362,061**	**301,102**	**362,061**
NET ASSETS	2	**1,262,561**	**1,132,959**	**1,139,656**	**1,265,155**	**1,139,656**
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		1,251,395	1,120,420	1,120,420	983,690	1,120,420
Reserves and funds		11,166	12,540	12,540	(23,362)	12,540
Other		–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	2	**1,262,561**	**1,132,959**	**1,132,959**	**960,328**	**1,132,959**

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M06 December

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Multi-Year expenditure appropriation	2									
Vote 1 - Financial Services		3,366	100	200	–	–	100	(100)	-100%	200
Vote 2 - Community Services		881	350	350	–	18	175	(157)	-90%	350
Vote 4 - Technical Services		32,776	18,937	19,358	1,328	5,240	9,679	(4,439)	-46%	19,358
Vote 5 - Municipal Manager		–	66	66	–	9	33	(24)	-73%	66
Total Capital Multi-year expenditure	4,7	**37,023**	**19,453**	**19,975**	**1,328**	**5,267**	**9,987**	**(4,720)**	**-47%**	**19,975**
Single Year expenditure appropriation	2									
Vote 1 - Financial Services		530	30	30	–	1	15	(14)	-91%	30
Vote 2 - Community Services		5,550	1,780	1,781	23	100	891	(790)	-89%	1,781
Vote 3 - Corporate Services		1,712	760	1,151	24	186	576	(389)	-68%	1,151
Vote 4 - Technical Services		41,795	63,311	69,075	1,608	16,182	34,537	(18,355)	-53%	69,075
Vote 5 - Municipal Manager		–	30	30	–	–	15	(15)	-100%	30
Total Capital single-year expenditure	4	49,587	65,911	72,067	1,656	16,470	36,033	**(19,563)**	**-54%**	72,067
Total Capital Expenditure	**3**	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Capital Expenditure - Functional Classification										
Governance and administration		**9,033**	**2,196**	**2,688**	**60**	**289**	**1,344**	(1,055)	-79%	**2,688**
Executive and council		124	216	265	–	80	132	(52)	-40%	265
Finance and administration		8,908	1,980	2,423	60	209	1,212	(1,003)	-83%	2,423
Community and public safety		**6,252**	**2,300**	**2,301**	**23**	**112**	**1,151**	(1,038)	-90%	**2,301**
Community and social services		58	1,100	1,100	–	–	550	(550)	-100%	1,100
Sport and recreation		3,224	650	651	23	94	326	(231)	-71%	651
Public safety		2,838	550	550	–	18	275	(257)	-93%	550
Housing		132	–	–	–	–	–	–		–
Economic and environmental services		**32,934**	**7,367**	**11,891**	**133**	**8,692**	**5,945**	2,746	46%	**11,891**
Planning and development		828	200	200	133	133	100	33	33%	200
Road transport		32,107	7,167	11,691	–	8,559	5,845	2,714	46%	11,691
Trading services		**38,390**	**73,501**	**75,162**	**2,767**	**12,644**	**37,581**	(24,936)	-66%	**75,162**
Energy sources		9,959	31,352	31,359	–	1,653	15,679	(14,027)	-89%	31,359
Water management		10,426	25,606	25,860	1,238	5,892	12,930	(7,038)	-54%	25,860
Waste water management		4,669	16,343	17,256	1,328	4,622	8,628	(4,006)	-46%	17,256
Waste management		13,337	200	687	201	478	344	135	39%	687
Total Capital Expenditure - Functional Classification	3	**86,610**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**
Funded by:										
National Government		21,847	37,504	37,504	2,311	9,516	18,752	(9,237)	-49%	37,504
Provincial Government		14,214	1,941	1,941	–	–	970	(970)	-100%	1,941
District Municipality		1,644	435	435	–	–	217	(217)	-100%	435
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educ Institutions)		222	–	–	–	–	–	–		–
Transfers recognised - capital		**37,926**	**39,880**	**39,880**	**2,311**	**9,516**	**19,940**	**(10,424)**	**-52%**	**39,880**
Borrowing	6	1,460	25,000	25,000	–	555	12,500	(11,945)	-96%	25,000
Internally generated funds		43,815	20,485	27,161	672	11,667	13,581	(1,914)	-14%	27,161
Total Capital Funding	7	**83,202**	**85,365**	**92,041**	**2,984**	**21,737**	**46,021**	**(24,283)**	**-53%**	**92,041**

WC022 Witzenberg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
Revenue										
Exchange Revenue		606,675	629,318	629,318	42,535	311,724	314,659	(2,936)	-1%	629,318
Service charges - Electricity		371,022	431,223	431,223	23,096	179,747	215,612	(35,865)	-17%	431,223
Service charges - Water		48,337	49,359	49,359	2,628	23,836	24,679	(843)	-3%	49,359
Service charges - Waste Water Management		75,250	50,932	50,932	2,542	49,965	25,466	24,499	96%	50,932
Service charges - Waste management		34,183	33,774	33,774	2,846	17,573	16,887	686	4%	33,774
Sale of Goods and Rendering of Services		14,484	5,536	5,536	6,717	9,682	2,768	6,914	250%	5,536
Agency services		4,739	4,684	4,684	593	2,585	2,342	243	10%	4,684
Interest		–	11	11	–	–	5	(5)	-100%	11
Interest earned from Receivables		28,557	23,549	23,549	2,210	15,188	11,775	3,414	29%	23,549
Interest earned from Current and Non Current Assets		22,019	22,444	22,444	1,431	10,185	11,222	(1,037)	-9%	22,444
Rent on Land		–	27	27	–	–	14	(14)	-100%	27
Rental from Fixed Assets		5,038	6,015	6,015	378	2,477	3,008	(531)	-18%	6,015
Operational Revenue		3,046	1,764	1,764	94	485	882	(397)	-45%	1,764
Non-Exchange Revenue		318,067	335,568	335,568	52,002	200,723	167,784	32,939	20%	335,568
Property rates		101,317	113,495	113,495	5,740	73,012	56,748	16,265	29%	113,495
Surcharges and Taxes		9,122	5,501	5,501	148	1,600	2,751	(1,150)	-42%	5,501
Fines, penalties and forfeits		20,634	11,254	11,254	1,796	8,067	5,627	2,440	43%	11,254
Licence and permits		1,183	2,444	2,444	87	526	1,222	(695)	-57%	2,444
Transfer and subsidies - Operational		179,020	196,213	196,213	43,535	113,853	98,106	15,747	16%	196,213
Interest		4,091	3,566	3,566	422	2,447	1,783	664	37%	3,566
Operational Revenue		2,991	3,095	3,095	273	1,216	1,548	(332)	-21%	3,095
Gains on disposal of Assets		(291)	–	–	–	–	–	–		–
Total Revenue (excluding capital transfers and contributions)		**924,741**	**964,887**	**964,887**	**94,537**	**512,447**	**482,443**	**30,003**	**6%**	**964,887**
Expenditure By Type										
Employee related costs		242,378	277,558	277,811	22,237	133,748	138,905	(5,157)	-4%	277,811
Remuneration of councillors		11,447	12,311	12,311	972	6,156	6,156	1	0%	12,311
Bulk purchases - electricity		324,086	375,258	375,258	627	134,425	187,629	(53,204)	-28%	375,258
Inventory consumed		23,245	25,929	25,064	1,851	10,529	12,532	(2,003)	-16%	25,064
Debt impairment		(75,887)	62,758	62,758	–	14,553	31,379	(16,826)	-54%	62,758
Depreciation and amortisation		34,241	54,219	54,219	–	21	27,109	(27,088)	-100%	54,219
Interest		5,299	10,233	10,233	–	–	5,117	(5,117)	-100%	10,233
Contracted services		55,684	75,234	69,654	4,542	18,420	34,827	(16,407)	-47%	69,654
Transfers and subsidies		36,338	37,116	37,126	267	5,999	18,563	(12,564)	-68%	37,126
Irrecoverable debts written off		159,168	2,131	2,131	4	34	1,065	(1,031)	-97%	2,131
Operational costs		49,897	60,487	59,993	4,201	26,733	29,996	(3,264)	-11%	59,993
Losses on Disposal of Assets		688	–	–	–	–	–	–		–
Other Losses		4	3,497	3,497	–	–	1,748	(1,748)	-100%	3,497
Total Expenditure		**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/(Deficit)		**58,154**	**(31,844)**	**(25,167)**	**59,836**	**161,827**	**(12,583)**	**174,411**	**(0)**	**(25,167)**
Transfers and subsidies - capital (monetary allocations)		36,536	35,557	35,557	–	–	17,778	(17,778)	(0)	35,557
Surplus/(Deficit) after capital transfers & contributions		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/(Deficit) after income tax		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/(Deficit) attributable to municipality		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**
Surplus/ (Deficit) for the year		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**			**10,390**

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M06 December

Vote Description R thousands	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - Financial Services		147,595	149,934	149,934	7,875	87,671	74,967	12,704	16.9%	149,934
Vote 2 - Community Services		202,772	201,946	201,946	50,278	124,431	100,973	23,459	23.2%	201,946
Vote 3 - Corporate Services		22,619	17,495	17,495	2,483	11,232	8,748	2,485	28.4%	17,495
Vote 4 - Technical Services		586,545	629,366	629,366	33,855	288,771	314,683	(25,911)	-8.2%	629,366
Vote 5 - Municipal Manager		1,746	1,702	1,702	46	340	851	(511)	-60.0%	1,702
Total Revenue by Vote	2	**961,278**	**1,000,443**	**1,000,443**	**94,537**	**512,447**	**500,222**	**12,225**	**2.4%**	**1,000,443**
Expenditure by Vote	1									
Vote 1 - Financial Services		31,157	61,135	61,100	3,720	24,764	30,550	(5,786)	-18.9%	61,100
Vote 2 - Community Services		124,415	141,841	141,769	7,536	46,683	70,884	(24,201)	-34.1%	141,769
Vote 3 - Corporate Services		98,508	124,911	124,009	8,604	52,331	62,005	(9,673)	-15.6%	124,009
Vote 4 - Technical Services		595,423	649,300	643,225	13,493	218,784	321,613	(102,829)	-32.0%	643,225
Vote 5 - Municipal Manager		15,442	19,542	19,950	1,348	8,058	9,975	(1,917)	-19.2%	19,950
Total Expenditure by Vote	2	**864,945**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29.2%**	**990,053**
Surplus/ (Deficit) for the year	2	**96,333**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015.1%**	**10,390**

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M06 December

Description	Ref	2023/24	Budget Year 2024/25							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
									%	
Revenue - Functional										
Governance and administration		**150,655**	**153,789**	**153,789**	**8,104**	**89,207**	**76,895**	12,312	16%	**153,789**
Executive and council		28	31	31	3	16	15	1	5%	31
Finance and administration		150,628	153,758	153,758	8,101	89,191	76,879	12,312	16%	153,758
Internal audit		–	–	–	–	–	–	–		–
Community and public safety		**221,762**	**218,327**	**218,327**	**52,742**	**135,358**	**109,163**	26,195	24%	**218,327**
Community and social services		149,009	158,917	158,917	49,773	115,994	79,458	36,536	46%	158,917
Sport and recreation		9,728	7,820	7,820	468	3,116	3,910	(794)	-20%	7,820
Public safety		24,388	16,654	16,654	2,483	11,130	8,327	2,803	34%	16,654
Housing		38,637	34,936	34,936	19	5,118	17,468	(12,350)	-71%	34,936
Health		–	–	–	–	–	–	–		–
Economic and environmental services		**21,432**	**4,338**	**4,338**	**280**	**1,276**	**2,169**	(893)	-41%	**4,338**
Planning and development		4,663	3,016	3,016	280	1,249	1,508	(260)	-17%	3,016
Road transport		15,837	1,311	1,311	–	27	656	(628)	-96%	1,311
Environmental protection		932	11	11	–	–	5	(5)	-100%	11
Trading services		**567,329**	**623,849**	**623,849**	**33,410**	**286,505**	**311,924**	(25,420)	-8%	**623,849**
Energy sources		373,511	430,868	430,868	23,188	180,104	215,434	(35,330)	-16%	430,868
Water management		66,833	95,225	95,225	3,423	29,626	47,613	(17,986)	-38%	95,225
Waste water management		83,087	56,602	56,602	3,431	56,101	28,301	27,800	98%	56,602
Waste management		43,898	41,154	41,154	3,368	20,674	20,577	97	0%	41,154
Other	4	**100**	**139**	**139**	**0**	**101**	**70**	**31**	**44%**	**139**
Total Revenue - Functional	2	**961,278**	**1,000,443**	**1,000,443**	**94,537**	**512,447**	**500,222**	**12,225**	**2%**	**1,000,443**
Expenditure - Functional										
Governance and administration		**117,071**	**161,917**	**162,522**	**10,801**	**70,471**	**81,261**	(10,790)	-13%	**162,522**
Executive and council		29,071	32,064	32,401	2,112	14,042	16,200	(2,159)	-13%	32,401
Finance and administration		83,998	124,776	125,044	8,406	54,641	62,522	(7,881)	-13%	125,044
Internal audit		4,002	5,078	5,078	283	1,788	2,539	(751)	-30%	5,078
Community and public safety		**151,016**	**176,506**	**175,189**	**9,836**	**60,141**	**87,595**	(27,454)	-31%	**175,189**
Community and social services		31,449	36,104	35,958	2,455	14,960	17,979	(3,019)	-17%	35,958
Sport and recreation		38,015	42,561	42,494	3,371	16,590	21,247	(4,657)	-22%	42,494
Public safety		42,724	56,942	55,809	3,558	20,845	27,904	(7,059)	-25%	55,809
Housing		38,829	40,899	40,929	452	7,745	20,465	(12,720)	-62%	40,929
Health		–	–	–	–	–	–	–		–
Economic and environmental services		**39,351**	**51,243**	**46,842**	**3,201**	**15,618**	**23,421**	(7,803)	-33%	**46,842**
Planning and development		13,433	16,351	16,447	1,388	7,382	8,224	(842)	-10%	16,447
Road transport		23,305	29,657	25,133	1,585	7,171	12,567	(5,396)	-43%	25,133
Environmental protection		2,613	5,235	5,261	227	1,066	2,631	(1,565)	-59%	5,261
Trading services		**558,047**	**606,005**	**604,461**	**10,613**	**203,888**	**302,230**	(98,342)	-33%	**604,461**
Energy sources		368,738	428,398	428,391	3,191	153,051	214,196	(61,144)	-29%	428,391
Water management		68,556	55,909	55,140	2,059	17,058	27,570	(10,512)	-38%	55,140
Waste water management		59,365	45,046	44,646	2,633	13,195	22,323	(9,128)	-41%	44,646
Waste management		61,387	76,652	76,284	2,729	20,584	38,142	(17,558)	-46%	76,284
Other		**1,102**	**1,059**	**1,039**	**250**	**500**	**519**	**(19)**	**-4%**	**1,039**
Total Expenditure - Functional	3	**866,587**	**996,730**	**990,053**	**34,701**	**350,619**	**495,027**	**(144,407)**	**-29%**	**990,053**
Surplus/ (Deficit) for the year		**94,691**	**3,713**	**10,390**	**59,836**	**161,827**	**5,195**	**156,632**	**3015%**	**10,390**

MUNICIPALITY WITZENBERG

Report: Withdrawals from Municipal Bank Accounts
Quarter ending December 2024
Report in terms of section 11(4)(a) of the MFMA, Act no 56 of 2003

MFMA Section	Item Description	Income transactions October 2024	Income transactions November 2024	Income transactions December 2024	Expenditure transactions October 2024	Expenditure transactions November 2024	Expenditure transactions December 2024	Income YTD transactions Quarter 2	Expenditure YTD transactions Quarter 2	Total YTD Income	Total YTD Expenditure
		Income	Income	Income	Expenditure	Expenditure	Expenditure				
		R	R	R	R	R	R	R	R	R	R
11(1) (b)	Expenditure authorised in terms of section 26(4) (Expenditure before annual budget is approved)							-	-	-	-
11(1) (c)	Unforeseeable and unavoidable expenditure authorised in terms of section 29(1) (Mayor may approve emergency or other exceptional circumstances expenditure for which no budget provision was made)							-	-	-	-
11(1) (d)	Section 12 withdrawals (Relief, charitable, trust or other funds withdrawals)							-	-	-	-
11(1) (e) (i)	Money collected on behalf of organ of state:							-	-	-	-
	- VAT	-	-	-	4,745,769	4,303,805	1,405,599	-	10,455,173	-	26,540,527
	- Agency fees, for example motor registration, drivers licence, etc.	-3,639,927	-2,108,650	-3,589,549	3,084,589	3,212,476	1,760,012	-9,338,125	8,057,077	-17,274,971	16,869,083
11(1) (e) (ii)	Insurance received by the Municipality on behalf of organ of state							-	-	-	-
11(1) (f)	Refund of money incorrectly paid into bank account							-	-	-	-
11(1) (g)	Refund of guarantees, sureties & security deposits	-205,530	-118,614	-115,771	102,643	60,040	23,549,133	-439,914	23,711,816	-1,257,391	23,953,455
		-3,845,457	**-2,227,263**	**-3,705,319**	**7,933,001**	**7,576,321**	**26,714,743**	**-9,778,040**	**42,224,066**	**-18,532,362**	**67,363,066**

		Transactions October 2024	Transactions November 2024	Transactions December 2024	YTD Transactions Quarter 2
11(1) (h)	Cash management and investment purposes:				-
	- Realised	-21,799,130	-81,671,400	722,422	-102,748,108
	- Made	-	-	72,000,000	222,000,000
	- Nett movement	**-21,799,130**	**-81,671,400**	**72,722,422**	**119,251,892**

WITZENBERG MUNICIPALITY

Report: Expenditure on Staff & Councillor Benefits - YTD Act Dec

(Report in terms of Section 66 of the MFMA)

MFMA Section	Item Description	Original Budget 2024/2025	Amended Budget 2024/2025	Year to Date Total	% Spent to date
Staff Benefits					
66(a)	Salaries and Wages	162,295,132	162,492,657	79,736,458	49.07%
66(b)	Contributions to pension funds and medical aid	38,057,716	38,108,573	17,622,149	46.24%
66(c)	Travel, accomodation and subsistence	8,865,877	8,865,877	4,509,098	50.86%
66(d)	Housing benefits and allowances	1,483,856	1,483,856	603,733	40.69%
66(e)	Overtime	27,791,848	27,795,848	11,681,772	42.03%
66(f)	Loans and advances	0	0	0	0.00%
66(g)	Other type of benefit or allowances related to staff	39,063,705	39,063,706	20,289,925	51.94%
	Sub - Total (Staff Benefits)	**R 277,558,134**	**R 277,810,517**	**R 134,443,133**	**48.39%**
Councillor Benefits					
MAY	Mayor	1,071,605	1,071,605	505,631	47.18%
DM	Deputy Mayor	669,515	669,515	369,018	55.12%
SP	Speaker	518,936	518,936	332,680	64.11%
MCM	Mayoral Committee members	2,505,225	2,505,225	1,133,201	45.23%
S79	Section 79 committee chairperson	0	0	311,528	#DIV/0!
CLLR	Other Councillors	7,460,062	7,460,062	3,504,192	46.97%
MED	Medical aid contributions	85,826	85,826	0	0.00%
PEN	Pension fund contributions	0	0	0	#DIV/0!
WARD	Ward Committee Alllowance	1,163,928	1,163,928	703,000	60.40%
	Sub - Total (Councillors' Benefits)	**13,475,097**	**R 13,475,097**	**R 6,859,250**	**50.90%**
Total Councillor and Staff Benefits		**R 291,033,231**	**R 291,285,614**	**R 141,302,383**	**48.51%**

Total Cost Savings Disclosure for the Quarter ended: December 2024

Measures	Adj Budget	Q1	Q2	Q3	Q4	Total YTD	Prev Year Total YTD	Savings
Use fo Consultants	23 381 440	1 767 538	1 985 631	-	-	3 753 168	8 093 694	4 340 526
Vehicles used for political office -bearers	9 301	1 314	3 060	-	-	4 374	8 950	4 576
Travel and subsistence	1 322 844	156 213	354 961	-	-	511 174	546 969	35 795
Domestic Accomodation	397 013	11 712	54 938	-	-	66 650	89 315	22 665
Sponsorships, events and catering	1 035 263	97 249	63 852	-	-	161 101	148 693	-12 407
Communication	3 989 949	84 196	809 992	-	-	894 188	1 511 953	617 765
Other Related Expenditure Items	2 623 259	194 629	388 127	-	-	582 757	739 048	156 291
TOTAL	32 759 069	2 312 852	3 660 560	-	-	5 973 412	11 138 622	5 165 210

**** Savings were calculated based upon a comparision between previous year and current year year-to-date expenditure items*

Summary of Budget Virements for the Quarter ended : December 2024

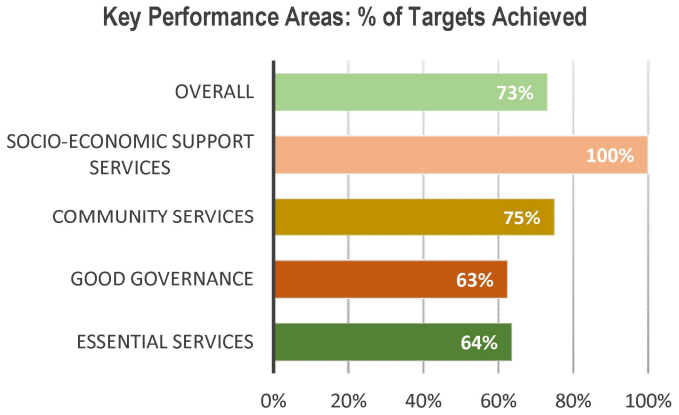
Municipal Vote	**Q1**	**Q2**	**Q3**	**Q4**	**Total**	**Net Movement**
Financial Services	- 37 710	98 000				From()
Community Services	- 339 389	935 844				From()
Corporate Services	263 099	- 1 499 330				To
Technical Services	114 000	57 486				To
Municipal Manager	-	408 000				-
	-	-	-	-	-	-

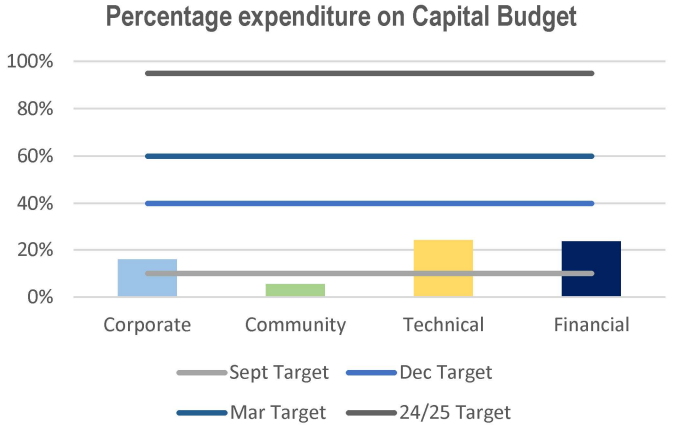
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN	REPORT ON STRATEGIC / TOP LAYER RESULTS	
	2024/25	QUARTER 2

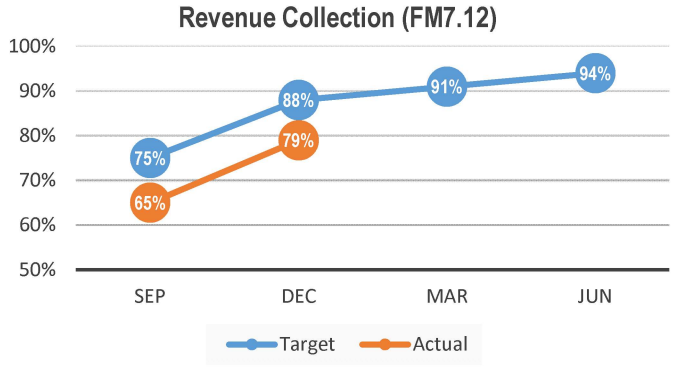
The Municipal Finance Management Act No. 56 of 2003 (MFMA) and National Treasury MFMA Circular No. 13 requires that municipalities must prepare a service delivery budget implementation plan (SDBIP) indicating how the budget and the strategic objectives of Council will be implemented. The SDBIP is prepared in terms of Section 53(1)(c)(ii) of the Municipal Finance Management (MFMA), National Treasury MFMA Circular No. 13 and the Budgeting and Reporting Regulation.

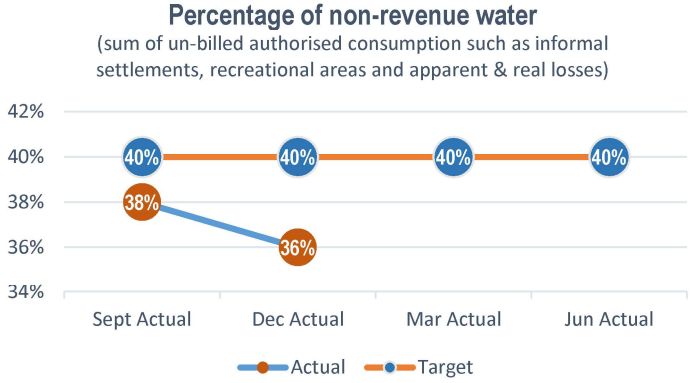
INDEX	*Page*
1. ESSENTIAL SERVICES	*2*
a) Sustainable provision & maintenance of basic infrastructure	*2*
b) Provide for the needs of informal settlements through improved services	*3*
2. GOVERNANCE	*3*
a) Support Institutional Transformation & Development	*3*
b) Ensure financial viability.	*4*
c) To maintain and strengthen relations	*4*
3. COMMUNAL SERVICES	*5*
a) Provide & maintain facilities that make citizens feel at home.	*5*
4. SOCIO-ECONOMIC SUPPORT SERVICES	*5*
a) Support the poor & vulnerable through programmes & policy	*5*
b) Create an enabling environment to attract investment & support local economy.	*6*

OVERVIEW OF RESULTS









KEY PERFORMANCE AREA:	Essential Services
STRATEGIC OBJECTIVE:	Sustainable provision & maintenance of basic infrastructure

Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
TecDir1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the Technical Department	98%	40%	**26%**	Underspending mainly relates to the following sections with under spent amounts (to achive 40% target) included: Electricity (R 316 000), Roads & Stormwater (R1,5m), Water (R419 000).	Underspending can be contributed to delays in appointment of service provider which is expected to be finalised with expenditure targets to be reached by the 4th quarter.
TecDir3	% Expenditure on Capital Budget by Technical Directorate	95%	40%	**24%**	Main reason for under spending relates to the following projects: Upgrade of Ceres substation (tender in process to be awarded), delays in the appointment of electrical contractor, Wolseley WWTW (all funds on order) & Tierhokskloof bulk water pipeline (severe weather during winter has delayed start of the project and design change.	At this stage the full expenditure on the Ceres substation budget (R 25m) are the only main risk with all other major projects in construction. Budgets to be reviewed with adjustment budget at end of February.
WS1.11a	Number of new formal sewer connections meeting minimum standards	10	4	**4**		
WS2.11a	Number of new formal water connections meeting minimum standards	10	4	**7**		
WS4.1	Percentage of drinking water samples complying to SANS241.	98%	98%	**100%**		
EE1.11a	Number of formal residential dwellings provided with a new connection to mains electricity supply by the municipality	8	4	**7**		
FinInc28	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at period end.	11873	11873	**12045**		
WS5.1	Percentage of non-revenue water (sum of un-billed authorised consumption such as informal settlements, recreational areas and apparent & real losses)	40%	40%	**36%**		
EE4.4	Percentage total electricity losses	10%	10,0%	**18,2%**	Ilegal connections have since taken a climb with the absence of the Revenue Enhancement project, with a bid which has been at BSC for over a year with no award. In addition to this, the Finance dept has a backlog of meter replacements (over 1000 meters) that needed to be changed for TID compliance.	Addressing the concerns mentioned above, should average and normalise the losses over the 12 months window measured in.

TR6.12	Percentage of surfaced municipal road lanes which has been resurfaced and resealed	1%	0%	**0%**		

KEY PERFORMANCE AREA:	Essential Services					
STRATEGIC OBJECTIVE:	Provide for the needs of informal settlements through improved services					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
TecDir2	Number of subsidised serviced sites developed.	No target set as development of serviced sites is not planned and budgeted for in 2024/25. Programme to resume in following year.				
WS1.11b (Cir88)	Number of new informal sewer connections meeting minimum standards	2	0	**0**		
WS2.11b	Number of new informal water connections meeting minimum standards	2	0	**0**		
EE1.11b	Number of informal residential dwellings provided with a new connection to mains electricity supply by the municipality	5	2	**0**	Revenue Enhancement bid currently with Bid Specifications Committee, awaiting Supply Chain to advertise tender. No separate applications received.	SCM processes to be finalised
TecRef31	Percentage of households in demarcated informal areas with access to a periodic solid waste removal or a skip for household waste.	95%	95%	**100%**		

KEY PERFORMANCE AREA:	Governance					
STRATEGIC OBJECTIVE:	Support Institutional Transformation & Development					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
CorpHR13	Percentage budget spent on implementation of Workplace Skills Plan.	96%	35%	**72%**		
CorpHR12	Report on percentage of people from employment equity target groups employed in the three highest levels of management in the municipality.	4 Reports	2	**2**		
GG1.21	Staff vacancy rate	5%	5%	13%	Panel members not available	

KEY PERFORMANCE AREA:	Governance					
STRATEGIC OBJECTIVE:	Ensure Financial Viability					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
FinFAdm10	Financial viability expressed as Debt-Coverage ratio	200	200	311	No Borrowings. Only borrowing is a Financial Lease liability. The result of the ratio is deemed immaterial	
FinFAdm11	Financial viability expressed outstanding service debtors	60%	60%	77%	Industrial effluent debt outstanding. No restriction of electricity in December.	Conclude an agreement for down-payment. End relaxation of credit control measures in December.
FM7.12	Collection rate ratio	94%	88%	79%	The cutting off of electricity supply and/or blocking of prepaid electricity is only credit control measures currently implemented. There is no credit control measures in areas where Eskom distribute electricity.	Report to be resubmitted to council for workshop and council resolution on credit control measures.
FM1.14	Service Charges and Property Rates Revenue as a percentage of Service Charges and Property Rates Revenue Budget	98%	50%	50,7%		
FM3.11	Cash/Cost coverage ratio	3	3	2,8	Collection rate lower than expected. Industrial Effluent payment oustanding from customer	Improve Credit Control Mechanisms. Conclude an agreement with Industrial Effluent Customer for down payment. Revisit Indigent Policy to expand definition of income to include income from all working individuals on a property. Scrap suspension of credit control mechanisms during December
FM4.31	Creditors payment period	40	30	17		
LED3.31	Average number of days from the point of advertising to the letter of award per 80/20 procurement process	180	180	83		
MM1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the whole of the municipality.	98%	40%	26%	Refer to TecDir1	
FM1.11	Total Capital Expenditure as a percentage of Total Capital Budget	95%	40%	24%	Refer to TecDir3 and ComDir2.	

FM5.21	Percentage of total capital expenditure on renewal/upgrading of existing assets	68%				
FM5.2	Percentage change of renewal/upgrading of existing Assets	35%				
FM7.2	Percentage of Revenue Growth excluding capital grants	6%				
FM2.1	Percentage of total operating revenue to finance total debt (Total Debt (Borrowing) / Total operating revenue)	6%				
FM4.11	Irregular, Fruitless and Wasteful, Unauthorised Expenditure as a percentage of Total Operating Expenditure	0%				
FM4.2	Percentage of total operating expenditure on remuneration	30%				

KEY PERFORMANCE AREA:	Governance
STRATEGIC OBJECTIVE:	To maintain and strengthen relations with international- & inter-governmental partners as well as the local community through the creation of participative structures.

Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
MMIDP9	Number of IDP community engagements held.	14	7	**7**		
GG2.1	Percentage of ward committees that are functional (meet four times a year, are quorate, and have an action plan)	100%	100%	**100%**		
GG2.11	Percentage of ward committees with 6 or more ward committee members (excluding the ward councillor)	100%	100%	**100%**		
ComSoc49	Number of meetings with inter-governmental partners.	12	6	**6**		

KEY PERFORMANCE AREA:	Communal Services					
STRATEGIC OBJECTIVE:	Provide & maintain facilities that make citizens feel at home.					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
ComAm34	Analysis report on customer satisfaction questionnaires on community facilities.	1 Report				
FD1.11	Percentage compliance with the required attendance time for structural firefighting incidents	90%	90%	**95%**		
HS3.5	Percentage utilisation rate of community halls	4%			The results are sourced from various booking desks located at cashier points in the different towns. An inclusive result could not be obtained as the booking system needs to be upgraded at some of these cashier points to ensure an integrated and inclusive result.	Systems in outer towns will be aligned and results will be reported on in the next quarter. Results are cumulative and will include the 1st & 2nd quarter's results.
HS3.6	Average number of library visits per library	12000	6000	**6573**		
HS3.7	Percentage of municipal cemetery plots available	27%	27%	**41%**		
ComDir2	Percentage expenditure on Capital Budget by Community Directorate	95%	40%	**6%**	The under expenditure appounts to R 734 000 with R 527 601 on orders. Projects delayed mainly include the upgrades at the Pine Forest Resort (R450 000) and upgrades at the Fire station (R320 000). The R 1m for Nduli library will only be spent to the latter part of the year as the project is to be implemented in 2025/26.	Uncommitted funds to be transferred with adjustment budget.

KEY PERFORMANCE AREA:	Socio-Economic Support Services					
STRATEGIC OBJECTIVE:	Support the poor & vulnerable through programmes & policy					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
ComSoc41	Number of account holders subsidised through the municipality's Indigent Policy	4500	4500	**3511**		
LED2.12	Percentage of the municipality's operating budget spent on indigent relief for free basic services	3%	4%	**2,8%**		
LED1.21	Number of work opportunities created through Public Employment Programmes (incl. EPWP and other related employment programmes)	350	150	**213**		

ComSoc42	Number of engagements with target groups with the implementation of social development programmes.	20	10	**14**		
ComHS14	Number of housing opportunities provided per year.	No Target				

ComHS15	Number of Rental Stock transferred	20	5	**5**		
KEY PERFORMANCE AREA:	Socio-Economic Support Services					
STRATEGIC OBJECTIVE:	Create an enabling environment to attract investment & support local economy.					
Ref	Key Performance Indicator	Annual Target	Quarterly Target	Quarterly Results	Reason if target not achieved	Corrective measures
ComLed19	Bi-annual report on investment incentives implemented.	2 Reports	1	**1**		
ComLed20	Quarterly report on the Small Business Entrepreneurs Development Programme.	4 Reports	2	**2**		
ComLed4	Review of the Witzenberg Local Economic Development Strategy.	1 Reviewed Strategy				
LED3.11	Average time taken to finalise business license applications	5 days	3	**0,4**		
LED3.12	Average time taken to finalise informal trading permits	7	5	**0,7**		
LED1.11	Percentage of total municipal operating expenditure spent on contracted services physically residing within the municipal area	5%	5%	**16%**		

Municipal Manager's quality certification

QUALITY CERTIFICATE

I, Mr D Nasson, Municipal Manager of Witzenberg Municipality, hereby certify that the quarterly budget assessment has been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act.

MR D NASSON
MUNICIPAL MANAGER
WITZENBERG MUNICIPALITY

Date: 17/01/2025

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

OVERSIGHT REPORT - 2023-2024

January 2025

Contents

1. Purpose 3
2. Legal Requirements 3
3. Adoption 4
4. MPAC mandate 4
5. Consideration of annual report and comments received 4
6. MPAC resolution on Annual Report 4
7. Corrective measures for Council consideration 5
8. Resolution and Statement 5

08 January 2025

Witzenberg Municipal Council
Voortrekker Street
Ceres
6385

Dear Madame Speaker Sidego

1. Purpose

The purpose of this communication is to report to Council the result of the Witzenberg Municipal Public Accounts Committee (MPAC) oversight review of the Witzenberg Annual Report for 2023-2024 and to enable Council to discharge its oversight responsibility in considering the Witzenberg Municipality's Annual report for 2023-2024 in terms of Section 129 of the Municipal Finance Management Act, no 56 of 2003 (MFMA).

2. Legal Requirements

In terms of Section 129 of the MFMA, the Council must adopt an Oversight Report containing the Council's comments on the annual report which must include a statement about whether the Council –

(a) has approved the annual report with or without reservations;

(b) has rejected the annual report; or

(c) has referred the annual report back for revision of those components that can be revised.

In terms of the MFMA Circular Number 32, in order to approve the Annual Report without reservations, Council should be able to agree that the information contained in the report is a fair and reasonable record of the performance of the municipality in the financial year reported upon.

Approval means that the executive and administration have discharged in full, their accountability for the decisions and actions and that their performance meets the criteria set by performance objectives and measures and is also acceptable in the community.

3. Adoption

The statutory authority to adopt an oversight report in respect of the Annual Report 2023-2024 rests with the Municipal Council.

4. MPAC mandate

MFMA Circular Number 32 recommends the establishment of an MPAC for the detailed analysis and review of the annual report, following its tabling in Council, receiving and reviewing representations made by the public, inputs from other councillors and stakeholders and then drafting an oversight report that may be taken to the full Council for discussion and approval.

MPAC is required to perform the responsibilities as envisaged in the MFMA Circular Number 32 and Section 129 of the MFMA.

5. Consideration of annual report and comments received

MPAC has considered the following reports and comments:

- Draft Witzenberg Annual Report 2023-2024
- 2023-2024 Audit Report of the Auditor-General South Africa

6. MPAC resolution on Annual Report

Members of MPAC unanimously agreed to recommend that Council approve the Annual Report without any reservations.

Members of MPAC unanimously agreed to recommend to Council to consider the following corrective measures.

7. Corrective measures for Council consideration

It is recommended that Council:

- Take note of the debt impairment issues emphasised by the AGSA;
- Develop a strategy to address the bad debts that the municipality is currently experiencing.
- Allow administration to fully implement Council's debt collection policy, including legal action;
- The by-law for industrial effluent needs to be reviewed and should be strictly implemented. Considerations for review should include the permit conditions and the quality of the effluent.
- Take note of the under achievements of targets by the municipality, detailed reasons for under-achievement of the targets are included under Chapter 3.
- Take note of the reliance on government grants by the municipality;
- The long-term capital plan is workshopped and assessed as part of the IDP process

8. Resolution and Statement

Council resolves that:

The Council having fully considered the 2023-2024 annual report of the municipality and representations thereon, adopts the oversight report for ; and Council approves the annual report without reservations.

Yours faithfully,

COUNCILLOR J ROOI

CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

ALDERMAN JJ VISAGIE

MEMBER: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COUNCILLOR W ALEXANDER

MEMBER: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COUNCILLOR N NOGCINISA

MEMBER: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COUNCILLOR KA ROBYN

MEMBER: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

2023/24

ANNUAL REPORT



WITZENBERG MUNICIPALITY

2023/24

CHAPTER 1: MAYOR'S FORWARD & EXECUTIVE SUMMARY 6

COMPONENT A: EXECUTIVE MAYOR'S FORWARD 7
COMPONENT B: EXECUTIVE SUMMARY 8
MUNICIPAL MANAGER'S OVERVIEW 8
1.1 MUNICIPAL FUNCTIONS, POPULATION & ENVIRONMENTAL OVERVIEW 10
1.1.1 Vision & Mission 10
1.1.2 Demographic Information 10
1.1.3 Socio-Economy Summary 12
1.1.4 Population 15
1.1.5 Households 16
1.1.6 Key Economic Activities 16
1.1.7 Municipal Challenges 16
1.2 SERVICE DELIVERY OVERVIEW 17
1.2.1 Basic Services Delivery Highlights 18
1.2.2 Basic Services Delivery Challenges 18
1.2.3 Proportion of urban households with access to basic services 19
1.3 FINANCIAL HEALTH OVERVIEW 19
1.3.1 Financial viability highlights 19
1.3.2 Financial viability challenges 20
1.3.3 National Key Performance Indicators – Financial Viability (ratio's) 20
1.3.4 Financial Overview 20
1.3.5 Operating ratios as a percentage of operating expenditure 21
1.3.6 Total Capital Expenditure 21
1.4 ORGANISATIONAL DEVELOPMENT OVERVIEW 21
1.4.1 Municipal transformation and organisational development highlights 21
1.4.2 Municipal transformation and organisational development challenges 22
1.5 AUDITOR-GENERAL REPORT 22
1.5.1 Audited outcomes 22
1.6 STATUTORY ANNUAL REPORT PROCESS 23

CHAPTER 2: GOVERNANCE 24

COMPONENT A: POLITICAL & ADMINISTRATIVE GOVERNANCE 25
2.1 POLITICAL GOVERNANCE STRUCTURE 25
2.2 ADMINISTRATIVE GOVERNANCE STRUCTURE 29
COMPONENT B: INTERGOVERNMENTAL RELATIONS 30
2.3 INTERGOVERNMENTAL RELATIONS 30
COMPONENT C: PUBLIC ACCOUNTABILITY & PARTICIPATION 32
2.4 PUBLIC MEETINGS 32
2.5 IDP PARTICIPATION & ALIGNMENT 34
COMPONENT D: CORPORATE GOVERNANCE 35
2.6 RISK MANAGEMENT 35
2.7 ANTI-CORRUPTION & FRAUD 36
2.7.1 Developed strategies 36
2.7.2 Implementation of strategies 36

2.8 PERFORMANCE, RISK & AUDIT COMMITTEE 36
2.9 INTERNAL AUDITING 37
2.10 BY-LAWS 39
2.11 SUPPLY CHAIN MANAGEMENT 39
2.11.4 Logistics management 42
2.11.5 Disposal management 43
2.11.6 Performance management 43
2.12 WEBSITE 43
2.13 COMMUNICATION & PUBLIC SATISFACTION 45

CHAPTER 3: SERVICE DELIVERY PERFORMANCE 49

3.1 OVERVIEW OF PERFORMANCE WITHIN THE ORGANISATION 49
3.1.1 Introduction 49
3.1.2 Organisational Performance 49
3.1.4 The Integrated Development Plan and the Budget 50
3.1.5 Strategic Alignment 51
3.1.6 Key Performance Indicators in approved 2023/24 Top Layer SDBIP 52
3.1.7 National Key Performance Indicators 54
3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24 58
COMPONENT A: BASIC SERVICES 63
3.2 WATER SERVICES 63
3.3 WASTEWATER SERVICES (SANITATION) 66
3.4 ELECTRICITY 68
3.5 WASTE MANAGEMENT (COLLECTION, DISPOSAL, RECYCLING & CLEANING) 71
3.6 HOUSING 74
3.7 FREE BASIC SERVICES & INDIGENT SUPPORT 77
COMPONENT B: ROAD TRANSPORT 83
3.8 ROAD SERVICES 83
3.9 WASTEWATER (STORM WATER DRAINAGE) 87
COMPONENT C: PLANNING & DEVELOPMENT 90
3.10 PLANNING 90
3.11 LOCAL ECONOMIC DEVELOPMENT 92
3.12 TOURISM 95
COMPONENT D: COMMUNITY & SOCIAL SERVICES 99
3.13 LIBRARIES & COMMUNITY FACILITIES 99
3.14 CEMETERIES 99
3.15 CHILDCARE, AGED CARE & SOCIAL PROGRAMMES 100
3.16 COMMUNITY SERVICES: OTHER 102
COMPONENT E: ENVIRONMENTAL PROTECTION 103
3.17 POLLUTION CONTROL 103
3.18 PARKS, PUBLIC OPEN SPACES & RIVER MANAGEMENT 103
COMPONENT F: SECURITY & SAFETY 105
3.19 TRAFFIC & VEHICLE LICENSING 105
3.20 FIRE SERVICES 106
3.21 OTHER (DISASTER MANAGEMENT, ANIMAL CONTROL &, CONTROL OF PUBLIC NUISANCES) 108

COMPONENT G: SPORT & RECREATION 112
3.22 SPORT & RECREATION 112
COMPONENT H: CORPORATE POLICY OFFICES & OTHER SERVICES 113
3.23 FINANCIAL SERVICES 113
3.24 HUMAN RESOURCE SERVICES 114
3.25 INFORMATION & COMMUNICATION TECHNOLOGY (ICT) SERVICES 115
3.26 INTERNAL AUDIT & RISK MANAGEMENT 116
3.27 LEGAL SERVICES 116
3.28 STRATEGIC SUPPORT: OTHER 117

CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE 118

4.1 INTRODUCTION TO THE MUNICIPAL WORKFORCE 118
4.1.1 Employment Equity 118
4.1.2 Vacancy Rate 120
4.1.3 Employee Turnover Rate 121
4.2 MANAGING THE MUNICIPAL WORKFORCE 121
4.2.1 Injuries on duty 121
4.2.2 Sick Leave 122
4.2.3 HR Policies and Plans 123
4.3 CAPACITATING THE MUNICIPAL WORKFORCE 123
4.3.1 Skills Matrix 124
4.3.2 Skills Development – Training Provided 124
4.3.3 Skills Development – Budget Allocation 125
4.3.4 Employee Performance Rewards 125
4.4 MANAGING THE MUNICIPAL WORKFORCE EXPENDITURE 126
4.4.1 Personnel Expenditure 126
4.5 MFMA COMPETENCIES 127

CHAPTER 5 – FINANCIAL PERFORMANCE 129

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE 130
5.1 FINANCIAL SUMMARY 130
5.2 FINANCIAL PERFORMANCE PER MUNICIPAL FUNCTION 133
5.3 GRANTS 136
5.3.1 Grant Performance 136
5.3.2 Level of Reliance on Grants & Subsidies 137
5.4 ASSET MANAGEMENT 137
5.4.1 Treatment of the Three Largest Assets 137
5.4.2 Repairs and Maintenance 138
5.5 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS 139
5.5.1 Liquidity Ratio 139
5.5.2 IDP Regulation Financial Viability Indicators 140
5.5.3 Creditors Management 140
5.5.4 Borrowing Management 140
5.5.5 Employee costs 140

5.5.6 Repairs & Maintenance 140
COMPONENT B: SPENDING AGAINST CAPITAL BUDGET 141
5.6 CAPITAL EXPENDITURE 141
5.7 SOURCES OF FINANCE 141
5.8 CAPITAL SPENDING ON FIVE LARGEST PROJECTS 142
5.9 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS OVERVIEW 143
5.9.1 Service Backlogs 143
5.9.2 Municipal Infrastructure Grant (MIG) 144
COMPONENT C: CASHFLOW MANAGEMENT AND INVESTMENTS 145
5.10 CASH FLOW 145
5.11 GROSS OUTSTANDING DEBTORS PER SERVICE 146
5.12 TOTAL DEBTORS AGE ANALYSIS 146
5.13 BORROWINGS AND INVESTMENT 147
5.13.1 Actual Borrowings 147
5.13.2 Municipal Investments 147
COMPONENT D: OTHER FINANCIAL MATTERS 148
5.14 SUPPLY CHAIN MANAGEMENT 148
5.15 GRAP COMPLIANCE 148

CHAPTER 6 – AUDITOR-GENERAL AUDIT FINDINGS 149

COMPONENT A: AUDITOR-GENERAL OPINION 2023/24 150
6.1 AUDITOR-GENERAL REPORTS 2022/23 150
6.2 AUDITOR-GENERAL REPORTS 2023/24 150
LIST OF ABBREVIATIONS 151
APPENDICES 152
APPENDIX A COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

APPENDIX B COMMITTEES AND COMMITTEE PURPOSES
APPENDIX C THIRD TIER ADMINISTRATIVE STRUCTURE
APPENDIX D FUNCTIONS OF MUNICIPALITY / ENTITY
APPENDIX E WARD REPORTING
APPENDIX F WARD INFORMATION
APPENDIX G RECOMMENDATIONS OF THE MUNICIPAL AUDIT COMMITTEE 2021/22
APPENDIX H LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS
APPENDIX I MUNICIPAL ENTITY/ SERVICE PROVIDER PERFORMANCE SCHEDULE
APPENDIX J DISCLOSURES OF FINANCIAL INTERESTS
APPENDIX K REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE
APPENDIX L CONDITIONAL GRANTS RECEIVED: EXCLUDING MIG
APPENDIX M CAPITAL EXPENDITURE – NEW & UPGRADE/RENEWAL PROGRAMMES
APPENDIX N CAPITAL PROGRAMME BY PROJECT 2021/22
APPENDIX O CAPITAL PROGRAMME BY PROJECT BY WARD 2021/22
APPENDIX P SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS
APPENDIX Q SERVICE BACKLOGS EXPERIENCED BY THE COMMUNITY WHERE ANOTHER SPHERE OF GOVERNMENT IS RESPONSIBLE FOR SERVICE PROVISION
APPENDIX R DECLARATION OF LOANS AND GRANTS MADE BY THE MUNICIPALITY
APPENDIX S DECLARATION OF RETURNS NOT MADE IN DUE TIME UNDER MFMA S71

VOLUME II: ANNUAL FINANCIAL STATEMENTS
AUDITOR-GENERAL REPORT

Frontpage: Groot Winterhoek Mountains Tulbagh

CHAPTER 1: MAYOR'S FORWARD & EXECUTIVE SUMMARY

COMPONENT A: EXECUTIVE MAYOR'S FORWARD

"Witzenberg Municipality - A municipality that cares for its community, creating growth and opportunity".



The annual report captures the activities and performance of the Municipality for the 2023/2024 Municipal financial year. It further highlights the challenges that the Municipality are faced with as well as its intention on how to deal with same. I am proud to announce that we have maintained our clean audit status, and it is Witzenberg Municipality's 12th consecutive clean audit. This shows the commitment of the institution towards governance, sound and prudent financial management. I'm forever grateful towards Council, my Executive Mayoral Committee, Section 79 oversight committees, Management and Staff, for its relentless hard work and dedication towards achieving this goal.

The 2023/24 financial year identified various service delivery highlights, inter alia the completion of the R60million Van Breda bridge, the completion of 110 subsidised houses at the Vredebes project, the acquisition of yellow fleet, the completion of a waste drop off facility in Tulbagh, the connection of 400 households on the electricity gritt, the construction of a 500kl water reservoir and the retarring of approximately 5km road.

Debt collection on municipal rates and taxes remains of alarming concern. The outstanding debt has increased rapidly over the past few years in certain towns, where Eskom is the electricity provider. There is a developing culture of non-payment and apathy towards financial obligations which will have a negative impact on service delivery in coming years if this is not addressed in a head on manner. I intend to embark on a public participation drive in all of the towns in the new financial year to sensitize our community of strict implementation of our credit control policy. The maintenance and upgrading of municipal roads together with the bituminous pavements require drastic attention. With current funding being insufficient to do proper road maintenance, there is a backlog of almost R80million of which, 30% of these roads are in a poor to a very poor structural condition. MIG funding applications are being submitted to address the maintenance of these roads in the poorer sector of our communities.

The constraint on the Eskom network capacity remains a challenge which is currently limiting economic growth within our area. The Municipality has embarked on an EIA for a photovoltaic solar project, and we hope to enter into a PPP agreement that will relief some of our energy problems. In terms of solid waste, the cost associated with the regional landfill site is a major challenge for the Municipality and will place a severe strain on the finances of the Municipality. Despite the STATS information the illegal occupation of land and the rapid growth within our informal areas is still a major risk for the Municipality and we require the support of various law enforcement agencies as well as the Provincial Department of Human Settlements to help solve this problem. The growing population of illegal immigrants remains problematic and is one of the main contributors to the growing violence within our communities.

Despite the challenges the Municipality remains committed to the provision of quality services to all its citizens on the same standard and conditions.

In conclusion, Witzenberg Municipality faces the future with optimism. I would like to take this opportunity to thank our Deputy Mayor, Councillor Jonathan Nel, and Speaker of Council Alderlady Elizabeth Sidego, Members of the Executive Mayoral Committee, Councillors and Senior Management for their commitment, focus and perseverance to develop our Municipality into a flourishing hub for tourism, business development and agricultural expansion. It gives me great pride to serve Witzenberg as Executive Mayor and I welcome the challenges to come as I know that we will overcome them together.

COUNCILLOR TREVOR ABRAHAMS

EXECUTIVE MAYOR WITZENBERG

COMPONENT B: EXECUTIVE SUMMARY

Municipal Manager's Overview

Report of the Accounting Officer (Municipal Manager) in terms of Section 121 of the Local Government: Municipal Finance Management Act No 56 of 2003 (the MFMA).



The Municipal Finance Management Act (herein referred to as the MFMA) requires the Accounting Officer to do an assessment of any arrears on municipal taxes and service charges as well as the municipality's performance against the measurable performance objects referred to in Section 17 (3)b of the said Act. The latter assessment is dealt with in Chapter 5.1 of the Annual Report.

Arrears Assessment

The Auditor General of South Africa has, in its report on the 2023/2024 financial statements of the Municipal Council, emphasised the material impairment of R 212 million on receivables from exchange transactions as well as R 53 million on receivables from non-exchange transactions. As required by the MFMA my assessment of the arrears on municipal taxes and service charges as of 30 June 2024 is as set out below:

- the gross outstanding service debtors in total decreased by 8.9% in relation to the 2023/2024 financial year, this decrease resulted from the writing off of debt to the value of R 159 million in respect of prescribed debt and debt of indigent households.
- the leading contributors to the outstanding debt are water at 23% and sanitation and refuse at 38%.
- the effective implementation of the Credit Control Policy in areas where Eskom is a supplier of electricity is playing a major role in the escalation of the service debtors.
- the majority of households are working in the Agricultural sector where a large portion of job opportunities is of a seasonal nature.
- the Municipality will continue to exercise all legal avenues to collect its outstanding debt.
- concerted efforts are therefore being made, inter alia through capacitating our own debt collection to recover debts older than 90 days which constitutes 63% of total outstanding debt.

Credit control measures are progressively tightened up, e.g. service provider to perform disconnection on defaulters.

Revenue Collection

The municipality's performance for revenue collection decreased from 93% in 2022/2023 to 90% in the 2023/2024 financial year. We are mindful that the Municipality's financial sustainability is dependent on its ability to optimally collect the budgeted revenue. Public participation is being done on installation of water management devices and the disconnection of illegal electricity meters.

Material losses / Impairments

Electricity

There was no change in the electricity losses including technical and non-technical losses. The total loss for the financial year was 10% compared to the loss of 10% in the previous financial year. The electricity losses are mainly the result of ageing infrastructure and theft of electricity in certain areas within the Municipality. The upgrade of the electrical infrastructure will continue in the new financial year which will hopefully lead to a further decrease in electricity losses. As part of Councils on-going programme to cut down on energy losses the following corrective measures will be undertaken:

- conducting an audit of all meters in Municipal area
- replacing conventional pre-paid meters with split meters
- updating GIS data to monitor electrical distribution
- regular special operations to clamp down on electricity theft.
- setting of competitive feed in tariffs to encourage bulk consumers to feed electricity into our municipal grid for re-sale

Water

The calculated water loss is 12%. This is unchanged from that was recorded in the 2022/2023 financial year. The technical department is robust and vigorously busy improving the effectiveness of water provision by:

- -installing water meters at unmetered communal taps
- -replacing and repairing bulk meters
- -installing data loggers at strategic sites
- -collecting and calculating monthly data

- -replacing badly leaking/eroded pipes on a program within certain areas.

Incidents of Theft / Fraud / Gross Negligence

No incidents of fraud or gross negligence were reported.



D NASSON

MUNICIPAL MANAGER

1.1 Municipal Functions, Population & Environmental Overview

This report addresses the performance of Witzenberg Municipality, Western Cape, with respect to their core legislative obligations. Local Government has an obligation to create the participatory framework that defines and enhances the relationships between elected leaders and communities. This requires that the Council of the municipality provides regular and predictable reporting concerning performance programmes and the general state of affairs in their locality.

The 2022/23 Annual Report reflects the performance of Witzenberg Municipality for the period 1 July 2022 to 30 June 2023. 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.

1.1.1 Vision & Mission

Our Vision

A municipality that cares for its community, creating growth and opportunities.

Our Mission:

Witzenberg Municipality is committed to improve the quality of life for the community by:

- Providing and maintaining affordable services.
- Promoting social and economic development
- The effective and efficient use of available resources
- Effective stakeholder and community participation

Value System:

- Driven by the aspirations of our community, we will respect and uphold the Constitution of the Republic of South Africa.
- We commit ourselves to the Code of Conduct for Councillors and Officials in terms of the Municipal Systems Act.
- We commit ourselves to the principles of sound financial management.

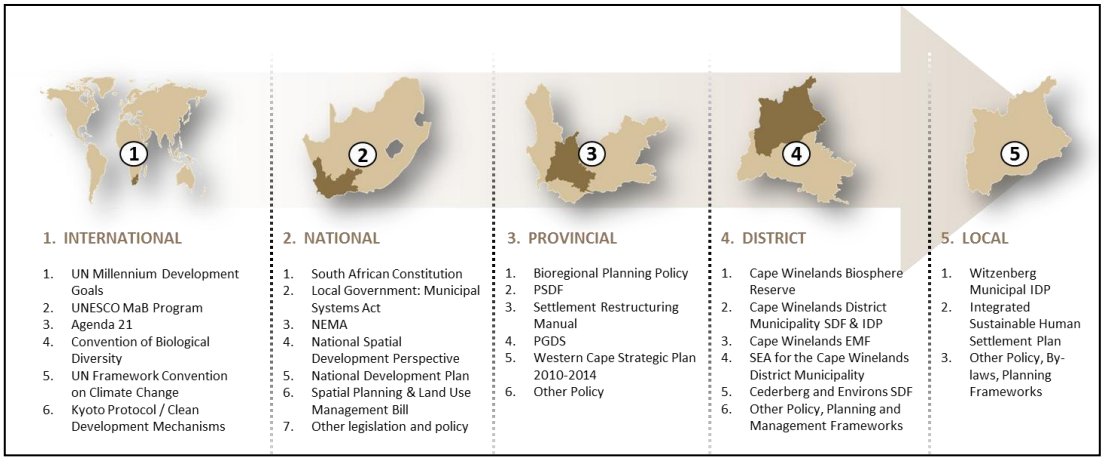
1.1.2 Demographic Information

Witzenberg Local Municipality (LM) was founded in 2000 and is classified as a Category B municipality and is responsible for basic service provision in the demarcated municipal area that includes the towns of Ceres, Tulbagh, Prince Alfred's Hamlet, Wolseley, and Op-die-Berg. The rural areas within the municipal boundary are Ceres Valley, Koue Bokkeveld, Agter-Witzenberg, Ceres/Tankwa Karoo and the northern portion of Breede River Valley (Land van Waveren).

Municipal geographical information:

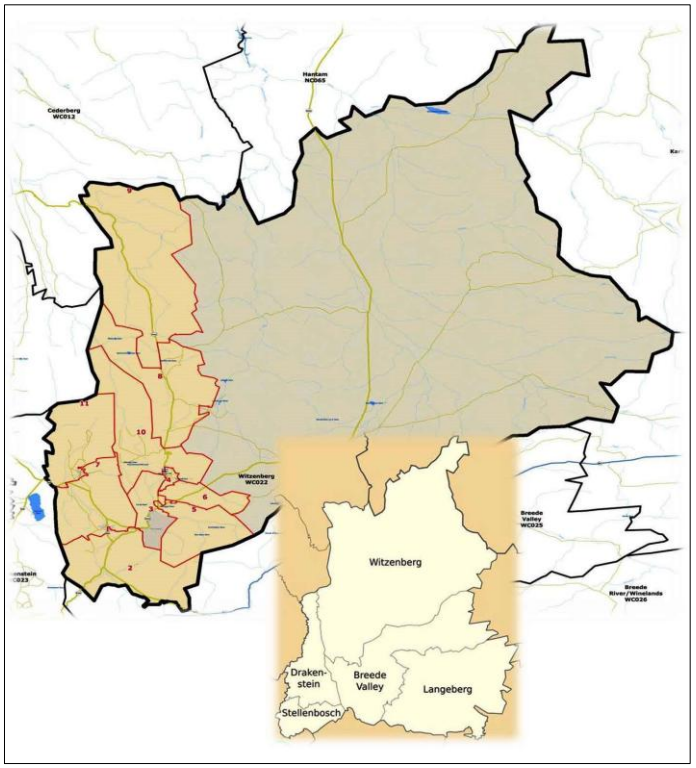
The climate in Witzenberg is known for hot and dry weather during summer. Winds are seasonal and generally North-westerly or South-easterly. The average annual rainfall in Ceres is about 1 088 mm and the average temperature ranges from 2.4°C to 29.9°C.

Located in the picturesque and fertile Breede Valley, Witzenberg is renowned for export quality fruit and wine products. The region is also well-known for producing other agronomical products such as olives and grain, and meat products such as beef and pork. Horse and cattle stud farms are also found within the municipal area.



Witzenberg Municipality in geographical context.

Witzenberg LM comprises an area of 10 753 km² and is situated about 150 kilometres North-East of Cape Town. The region is surrounded by three mountain ranges: the Obiqua Mountains to the west, the Winterhoek Mountains to the north and the Witzenberg range to the east. These mountain ranges often receive significant winter snowfall. Witzenberg's natural surroundings are characterized by endemic fauna and flora, forest wilderness and include the catchment areas of three river systems.



Location of Witzenberg Municipality in the Cape Winelands District.

From a spatial perspective, some of the challenges facing the various areas of the municipality are:

- Op-die-Berg and the Koue Bokkeveld: Limited space for human settlement expansion due to bio-physical conditions and the competition for land for various social and agricultural needs.

- Prince Alfred Hamlet: A low overall density of development, with definite bio-physical constraints to expansion such as the need to protect biodiversity resources.
- Ceres: Main administrative centre with largest industrial developments. Low density development with limited opportunities for diversification.
- N'Duli: The scarcity of land to address social needs, and conflict with surrounding agricultural uses.
- Wolseley: Situated alongside major road- and rail transport corridors with the focus on industrial development. Located on a watershed complicates the provision of services, and the wetland area is unsuitable for development.
- Tulbagh: Historical town with focus on tourism development and heritage conservation.
- Bella Vista: High density development with under-provision of formal business opportunities.
- Vredebes: Further development hampered due to the insufficient electricity capacity from Eskom's.

1.1.3 Socio-Economy Summary

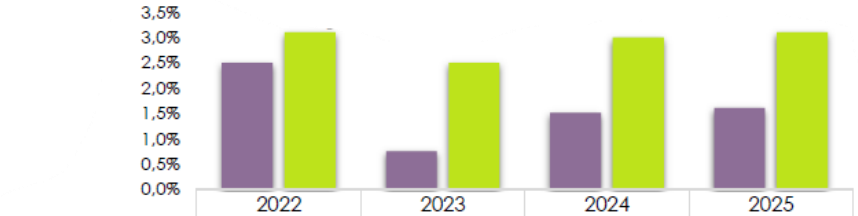
GDPR Performance

With a monetary contribution amounting to R11.3 billion in 2021, the economic stature of Witzenberg rank as the second smallest within the Cape Winelands District (CWD), surpassed only by Langeberg. Notably resilient, the municipal economy experienced a minimal contraction of 0.8 percent in 2020, a figure markedly lower than the broader CWD contraction rate of 3.3 percent. This resilience can be attributed to the robust local agriculture sector, which, due to its essential status, continued operations during stringent level 5 lockdown conditions. Additionally, producers within the region benefited from elevated commodity prices during this period.

Despite the modest contraction in the municipal economy, the impact on employment was substantial. Key pillars supporting the Witzenberg economy include the finance, trade, agriculture, and manufacturing sectors, collectively constituting 64.5 percent of the Gross Domestic Regional Product (GDPR) in 2021. The finance sector's dynamism predominantly stems from business services, while the trade sector relies heavily on wholesale activities and tourism. Manufacturing activities in Witzenberg revolve around the processing and preservation of fruits and vegetables, as well as the production of wines. The socio-economic implications encompass the reliance on these sectors for economic sustenance and the need for strategic measures to address challenges, such as job losses, within this economic landscape.

GDPR Forecast

The Witzenberg economy is anticipated to witness a growth trajectory, projected to expand by 2.5 percent in 2023, followed by an additional 3.0 percent in 2024. This growth closely aligns with the average Gross Domestic Regional Product (GDPR) performance observed between 2015 and 2019, characterized by an average annual expansion rate of 3.1 percent. Forecasts indicate a potential contraction in the agriculture sector during this period as international prices normalize. Conversely, robust growth is anticipated in the finance and trade sectors, holding promise for overall economic development.



	2022	2023	2024	2025
Cape Winelands	2,5%	0,7%	1,5%	1,6%
Witzenberg	3,1%	2,5%	3,0%	3,1%

The projected momentum, particularly in the finance and trade sectors, has the potential to positively impact the well-being of local communities, if job creation aligns with this economic upswing. It is crucial to acknowledge the socio-economic implications, emphasizing the necessity for sustained public sector infrastructure and efficient service

delivery. The continuation of such support is vital to foster an enabling environment for businesses, ensuring their growth and, subsequently, contributing to the overall prosperity of the Witzenberg community.

International Trade

District and local economies are influenced not only by the spending of local households but also by regional economic activities such as the trade of goods and services, and domestic and international tourism. More specifically, exports and tourism can be considered injections into the economy, while imports are considered leakages.

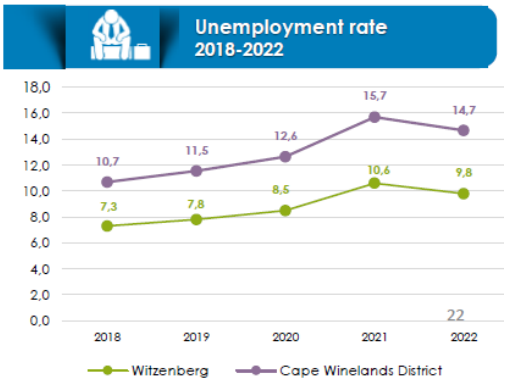
One if the indicators for international trade in an area is the trade balance, which is obtained by subtracting imports from exports. A positive trade balance for Witzenberg therefor indicates that the area exports more that it imports. A positive trade balance indicates a net inflow of foreign currency, which is beneficial for the economy. The trade surplus recorded for Witzenberg area increased from R 611.8 million in 2011 to R 2,2 billion in 2022. Both the agriculture and manufacturing sectors recorded a trade surplus.



Formal and Informal Employment

Despite a marginal contraction in the municipal economy, the repercussions were profound, resulting in substantial job losses that persisted into 2021. Over the two-year period, a total of 4,276 formal and informal jobs were lost, contributing to a notable surge in the unemployment rate. Despite a slowdown in the Gross Domestic Regional Product (GDPR) to an estimated 3.1 percent in 2022, there was a general upswing in the workforce and employment opportunities, particularly evident in a rise of 2,443 formal jobs.

In 2022, the Witzenberg municipal area demonstrated resilience, recording the highest labour force participation rate at 68.1 percent, surpassing the provincial average of 64.8 percent. Moreover, the labour force participation rate experienced a notable increase of 2.5 percentage points in 2022, outpacing the 1.8 percentage point increase reported for the Western Cape. The return of workers to the labour market was reflected in a 2.8 percentage point rise in the labour absorption rate, reaching 61.4 percent in 2022. These favourable labour market conditions contributed to a reduction in the unemployment rate.

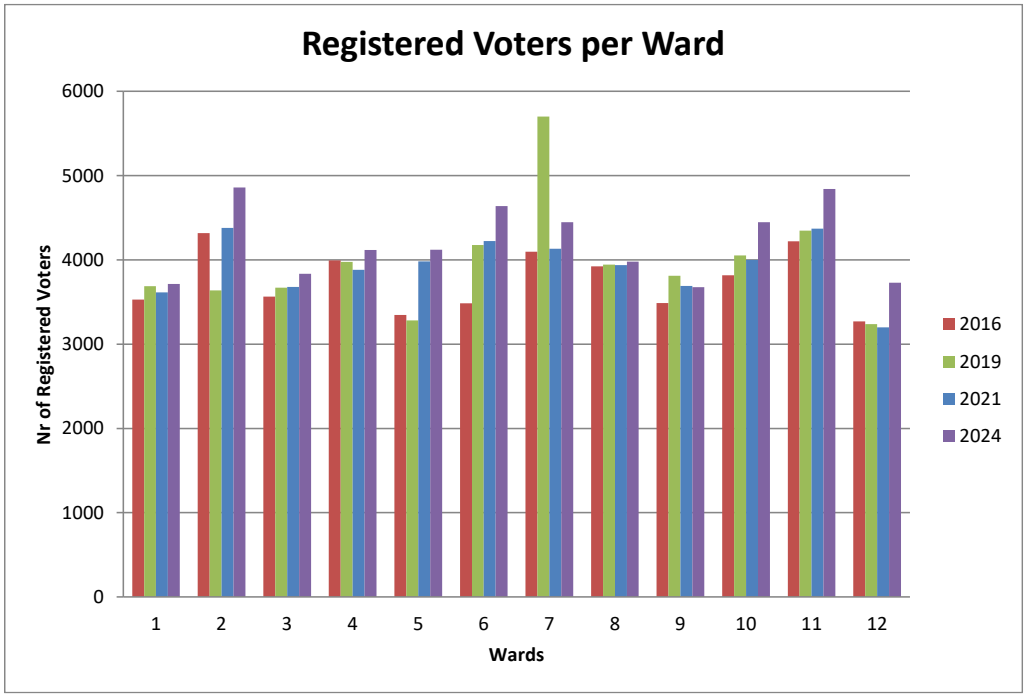


The Witzenberg municipal area boasts the lowest unemployment rate in the district and ranks among the lowest in the Province. The agriculture sector, particularly perennial crop production, serves as the primary source of employment, providing 18,319 jobs. Mixed farming constitutes the second-largest share, offering formal employment to 9,245 individuals in 2022. This employment distribution significantly influences the income levels of local communities, with the median monthly income averaging approximately R4,736 for these subsectors. Additionally, the prevalence of agricultural sector jobs has implications for skill levels, with 42.2 percent of workers classified as low-skilled and 28.8 percent as semi-skilled. Fortunately, the past decade has seen job creation that disproportionately favours low-skilled and semi-skilled workers.

Wards:

The municipality is currently structured into the following 12 wards:

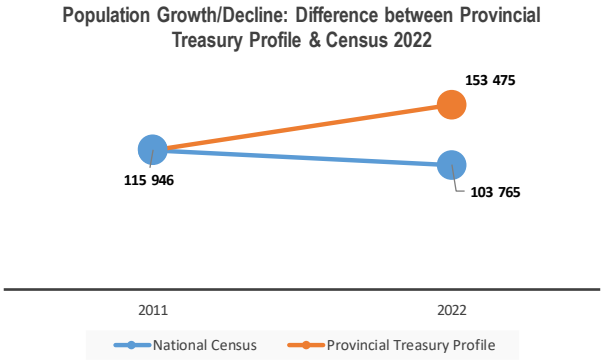
Ward	Areas	Registered Voters 2016	Registered Voters 2019	Registered Voters 2021	Registered Voters 2024
1	N'Duli - Polo Cross & Primary School	3529	3688	3614	3715
2	Wolseley - WF Loots, Petra, Bothashalt, La Plaisante	4318	3637	4381	4860
3	Ceres - Primary School, Stadsaal, Fairfield School	3564	3671	3679	3836
4	Prince Alfred's Hamlet - Town Hall, Bella Vista High School, Ceres Aartappels	3994	3976	3882	4118
5	Ceres Vallei Church Hall, Achtertuin Primary school	3347	3282	3981	4121
6	Bella Vista - URC Hall & Community Hall	3484	4177	4225	4640
7	Tulbagh - Community Hall. Wolseley - Primary & Secondary School	4098	5700	4133	4448
8	Op-die-Berg, Koue Bokkeveld - Môrester, Bronaar, Rocklands.	3925	3943	3939	3980
9	Tandfontein, Wydekloof, Voorsorg, Kromfontein	3488	3812	3692	3676
10	Phase 4 Hamlet, Agter Witzenberg, Koelfontein.	3818	4053	4000	4447
11	Tulbagh - Town Hall & werkestoor, De Agen, Twee Jonge Gezellen.	4222	4346	4371	4843
12	N'Duli - Polo Cross & Primary School	3270	3237	3201	3730
TOTAL Registered Voters		45 057	47 522	47 098	50 414



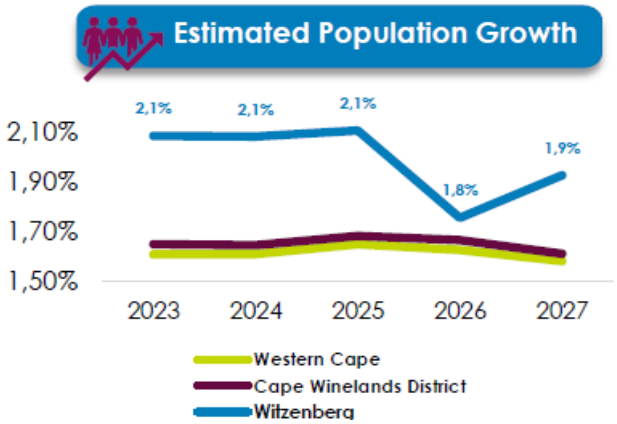
1.1.4 Population

Over the past decade, Witzenberg Municipality has utilised the population profiles as published by the Western Cape Provincial Treasury on an annual basis. These annual profiles are published in the "Socio-Economic Profile" for Witzenberg and the "Municipal Economic Review and Outlook". This profile uses data primarily sourced from Statistics South Africa, administrative data from sector departments, the Municipal Review and Outlook (MERO), *Global Insight Regional Explorer* and Quantec. The data sourced from sector departments are the most recent that is available. The Statistics South Africa 2011 Census and 2016 Community Survey contains the latest survey data available at municipal level.

The 2022 Census population figures published in October 2023, has presented a remarkedly different picture for the Witzenberg population compared to the profiles utilised in the past. The Census 2022 figures indicates that the population for Witzenberg has contracted since 2011, compared to a relative high growth rate presented by the Provincial Treasury Profiles.



Witzenberg has seen tremendous growth, particularly in informal settlements, because of in-migration of job seekers, and the implementation of the subsidized housing program has benefited almost 2000 households over the past decade. As a result, the municipality cannot concur with the Census 2022 results and believes that the decrease in population figures is due to a severe under-count. The municipality will formally raise the matter with the appropriate provincial and national governments.



The population growth estimates as indicated below was sourced from the Socio-economic Profile as published by the Western Cape Provincial Treasury in 2022.

The population totals 153 475 persons in 2022 and is estimated to be 167 536 persons by 2026. This equates to an estimated average annual growth rate of 2.2 per cent for the period. The estimated population growth rate of Witzenberg is therefore 0.5 percentage points higher than the estimated average annual population growth rate of the

Cape Winelands District which is 1.7 per cent. The growing number of households will further increase the demand for housing, municipal services, and job creation.

1.1.5 Households

The average household size will remain at 4.0 individuals per household from 2022 to 2023, dropping slightly to 2.9 by 2027. This stability is due to factors like lower fertility rates, an aging population, divorce rates, cultural norms of intergenerational living, and socioeconomic influences on employment, education, and housing.

1.1.6 Key Economic Activities

Witzenberg have a larger primary sector relative to their economy due to the agricultural dominance and therefore have a smaller tertiary sector. Municipal areas with a higher degree of urbanisation and therefore larger towns that serve as service centres for the broader areas, such as Drakenstein and Stellenbosch, have larger tertiary sectors, and larger economies.

The secondary sector forms an important component of any local economy, as it utilises inputs from the primary industry to generate new products and add additional value to raw material – thus creating an opportunity to attract new investment and create jobs. This sector is mainly driven by the manufacturing sector. Witzenberg with the support of the Department of Rural Development has invested significantly especially with regards to the upgrading of roads in the Skoonvlei Industrial Area. The Skoonvlei area has been identified as as Agri-Hub as part of the National AgriParks Concept and has since attract numerous secondary sector initiatives such as packaging facilities and cold storage.

Ceres has the highest number of pear trees planted in the country (6,6million), as well as the highest hectarage (4 734 ha). The area also has the highest apple production area in the country (7 625ha), with 11,8 million trees. Apple production in the area set a record in in 2020, and the record was exceeded in 2021. The area also accounts for 56% of South Africa's cherry trees and plantings have been consistent since 2005. Nectarine trees (1,6 million) and dessert peaches are also the highest in the country. The Wolseley/Tulbagh region has the second-highest plum and prune production in the country.

1.1.7 Municipal Challenges

The following general challenges are experienced by the municipality:

Challenges	Actions to address
Bulk electricity supply from Eskom. The recent growth in the local agro-economy has resulted in the expansion of agro-processing industries in the rural and built environment. Our notified maximum demand limits by Eskom is under pressure and cannot be increased due to the under-capacity of the bulk supply infrastructure managed by them. This has restricted further economic expansion which can only be addressed with the bulk supply infrastructure.	Various deliberations have taken place between the municipality, Eskom, local business, and the agricultural sector to address the issue. Intergovernmental engagements needed to compel Eskom to comply with NERSA distribution license. Municipality also investigating options of alternative energy. The Municipality allows new developments, under certain conditions, if it complies to our SSEG policy, to stimulate development, although no additional bulk supply is available from Eskom.
Waste Management. The operating of the municipal landfill sites and overall management of waste has become a major challenge due to drastically increased maintenance cost of the sites, vandalism, theft, and public ignorance on the by-laws. The delay in the establishment of a regional waste site at Worcester also contributes to the uncertainty of strategy to be followed in terms of investment into the current sites or towards a material recovery facility aligned with the regional site. Legal challenges and public ignorance with regards to existing landfill sites contributes to this challenge.	The municipality has started with the implementation of a long-term strategy for waste management in the municipal area. The construction of a Material Recovery Facility with a budget of R 31m was completed by May 2022. The facility is located at Ceres and will receive all solid waste collected. A waste transfer station has been constructed at Wolseley & Tulbagh, to assist with the recycling targets set by DEADP.

Challenges	Actions to address
Maintenance and upgrading of municipal roads. The condition of bituminous pavements (roads) has drastically decreased over the past couple of years in certain areas, due to historically poor construction practices and insufficient funding for road maintenance. The existing backlog amounts to R 80 million, with 36% of these roads located in Tulbagh in a poor to very poor structural condition. Many of these roads have deteriorated to the point that they need to be rebuilt	Continued funding through municipal budget. MIG funding applications are to be submitted for the maintenance of roads in the poor communities.
Debt collection on municipal rates and taxes. The outstanding debt has increased rapidly over the past few years in certain towns due to the inability to implement the debt collection policy. This is especially evident in towns where Eskom supply electricity and the policy cannot be implemented. In certain areas, public hostility has reached fever-pitch and officials are at risk when investigating illegal connections and meter tampering. This is causing a culture of non-payment and apathy towards financial obligations.	The municipality has budgeted for the implementation of water management devices that will limit water flow to supplement the Debt Collection Policy. Water use for humanitarian purposes will still be available, but excessive water usage and non-payment will be addressed. Public participation is being done on installation of water management devices and the disconnection of illegal electricity meters.
Maintenance and upgrading of electrical network. The condition of electrical network has drastically decreased over the past couple of years in certain areas, mainly in the older towns. The existing backlog amounts to R 221 million. The old network has the effect that unplanned interruptions occur, which leaves customers without electrical supply for some unannounced periods.	Continued funding through municipal budget is essential. INEP funding applications will be submitted to assist with this backlog.
Arrears Assessment. The Auditor General of South Africa has, in its report on the 2023/2024 financial statements of the Municipal Council, emphasised the material impairment of R 212 million on receivables from exchange transactions as well as R 53 million on receivables from non-exchange transactions.The gross outstanding service debtors in total decreased by 8.9% in relation to the 2023/2024 financial year, this decrease resulted from the writing off of debt to the value of R 159 million in respect of prescribed debt and debt of indigent households.	The effective implementation of the Credit Control Policy in areas where Eskom is a supplier of electricity is playing a major role in the escalation of the service debtors. Most households are working in the Agricultural sector where a large portion of job opportunities is of a seasonal nature. The Municipality will continue to exercise all legal avenues to collect its outstanding debt. Concerted efforts are therefore being made, inter alia through capacitating our own debt collection to recover debts older than 90 days which constitutes 63% of total outstanding debt. Credit control measures are progressively tightened up, e.g. service provider to perform disconnection on defaulters.

1.2 Service Delivery Overview

The investment in municipal infrastructure has been historically influenced by existing backlogs and this is a consideration for the sustainable service delivery for new developments as well as general upgrading and maintenance. The developmental potential of urban areas plays a major role in guiding infrastructure investment to ensure sustainable service delivery to human settlements. Basic services that include water, sanitation, electricity, refuse, roads, and storm water and should be a major focus area for infrastructure budgeting and investment.
Our previous and current investment into services has been well-supported with funding from the Department of Energy (INEP), COGTA (MIG), the Department of Human Settlements (funding for bulk services), Department of Rural development (with regards to infrastructure investment to the AgriPark), funding from Essen in Belgium (with regards to solid waste service delivery) and inherent municipal funding.

In terms of bulk services, the following challenges are prominent.

Bulk electrical supply: Eskom cannot currently supply any additional bulk electricity to Ceres via their proposed Romansriver overhead line upgrade which is yet to begin at an unknown date. Tulbagh and Wolseley were recently allocated a slight NMD increase, but concern for the future upgrades remains since Eskom does not even have a proposal on the table on how to address their network capacity deficiency on that network. We are already exceeding our Notified Maximum Demand in Ceres and Eskom can only upgrade their bulk network by 2030, if they can allocate the requisite funds. Eskom is planning to supply an additional 5 MVA to Ceres by end 2024. (This upgrade will only

take care of current growth in terms of electrical supply). All new developments in Witzenberg are now jeopardised, as Eskom cannot supply additional bulk electrical supply. This is having a major impact on the growth of the economy and intervention at National level is required. For the 2020/21 financial year Ceres exceeded its NMD by just under 5%, therefor avoiding an enormous penalty.
A new raw water storage dam was constructed at Tulbagh to alleviate the storage capacity problem. The pump station & rising main, which is phase 2 of the development will be completed by end 2023. This will ensure that we do have adequate storage during times of drought and in summer months. Funding to the tune of R29M has been secured and construction will commence during 2021 subject to the agreement between the Municipality and the Private Developer on the valuation of the dam servitude area, to be registered in favour of the municipality.

Upgrade of bulk roads and storm water, electricity, sewerage, and water mains for the new Vredebes development are well underway. These services will ensure sustainable capacity for the development and should be completed within the next 3 years. Upgrade of the new roads, storm water, electrical bulk provision, water and sanitation networks, however, remain underfunded and should be capacitated through budget allocation and investment.

1.2.1 Basic Services Delivery Highlights

Highlight	Description
Initiated a Revenue Enhancement program that directly addresses the issue of illegal connections and theft of electricity	Consistency of supply and increased revenue
Upgrading & replacement of infrastructure	Updating of Water and Sewer Master Plans
Construction of Drop –off Facility at Tulbagh	Service residents of Tulbagh ito recycling of waste.
Upgrade Van Breda Bridge, Ceres	Rehabilitation and widening of existing bridge

1.2.2 Basic Services Delivery Challenges

Service Area	Challenge	Actions to address
Streets & Storm water	Funding backlogs on bituminous pavements Storm water Master planning implementation	Pavement Management System 2019, all bituminous pavements, 10% is in a poor to very poor condition. Budget constraints
Water	Vandalism	Vandalism at various water reservoirs, various sewer pump stations and WWTW's and infrastructure is a great concern. (especially during load shedding)
Electricity	Vandalism and Copper theft Load shedding Exceeded Notified Maximum Demand,	This scourge has shown a nationwide surge and is resulting additional costs, loss of revenue and non-consistency of supply Besides the negative effect on the economy of Witzenberg, this is enabling even more theft and vandalism which prolong outages and amplified service requests • Ceres- 5 MVA increase applied for in 2019 and additional 1MVA applied for in 2022. To this date, only 1 MVA capacity has not been granted by Eskom. Development in Ceres remains on halt due to Eskom's Romans River 132kV upgrade, which moved from 24/25 to 27/28. • Wolseley- The town is currently running at its NMD. 2,5MVA increase application was submitted to Eskom to no success. According to Eskom, their 5-year budget plan currently does not accommodate Wolseley's transformer upgrade, which then translates to no additional capacity available for the town. Tulbagh- The town is also running at its NMD. An additional 2MVA has since been applied for in 2023 for and currently being processed by Eskom.

Service Area	Challenge	Actions to address
	Aging Electrical Network	Much of the existing electrical network exceeds its useful life and is even considered hazardous to operate in some instances. The new Master plan has identified the hazardous equipment which has since been prioritized for replacement.
	Recapitalization of the Electrical Network	Available funding to replace aging equipment is always a challenge within the Municipal environment, but with heightened awareness, this will be addressed.
	Availability of vehicles	An aging fleet results in some vehicles spending extended periods in the workshop. Spares availability and reliability is an added extenuating challenge. This tends to affect daily operations and turnaround times.
	Filling of vacant posts	Some posts remain vacant for extended periods before filling, but this is currently being addressed
Solid Waste	Old fleet of Compactors and Tipper trucks. Regional Landfill Site in Worcester (Waste license issued) and busy with Closure Permit for Tulbagh Landfill site.	Collection time extended working hours during breakages. Investigation into the costs for required infrastructure and tipping fee at gate and move to Cell 2.
Town Planning & Building Control	Economic slowdown	Number of land use applications on the decrease due to the economic slowdown

1.2.3 Proportion of urban households with access to basic services

The table below indicates the number of urban households with access to a minimum level of basic services:

Wards	Town	Nr. of Accounts				*Informal Households
		Water	Sanitation	Electricity	Refuse	
1,12	*Nduli*	1 507	1 403	2 532	1 379	1 133
3,5	*Ceres*	2 366	2 629	2 892	3 220	
4,6	*Bella Vista*	2 652	2 673	2 516	2 583	
4,1	*Hamlet*	1 405	1 368	Eskom	1 366	857
9	*Op-Die-Berg*	546	477	Eskom	622	
7,11	*Tulbagh*	1 925	1 851	2 787	1 745	2 880
2,7	*Wolseley*	2 578	2 606	2 668	2 633	3 271
TOTALS		**12 979**	**13 007**	**13 395**	**13 548**	**8 141**

The informal settlements receive basic services through individually placed water points, toilet units and chemical toilets serviced twice per week. Refuse bags are distributed in informal settlements and collected on a weekly basis. Waste skips is also placed for household refuse and serviced as required.

1.3 Financial Health Overview

1.3.1 Financial viability highlights

Highlight	Description
Debt coverage ratio 1473:1	The number of times debt payments can be accommodated within operating revenue. This represents the ease with which debt payments can be accommodated by the municipality. The ratio indicate that the municipality can afford to incur new long-term debt.
Cost coverage ratio 3.32 months	It explains how many months' expenditure can be covered by cash and other cash equivalents available to the municipality. It needs to be mentioned that the improvement of the ratio is supported by unspent government grants.

1.3.2 Financial viability challenges

Challenge	Action to address
Service debtors to revenue 0.68: 1	A Revenue Enhancement Strategy will be implemented during the new financial year. The budget provides for the installation of water management devices which aims to reduce outstanding debt and to limit water wastage. The lockdown restrictions had a negative effect on debt collection as no cutting of services were affected.

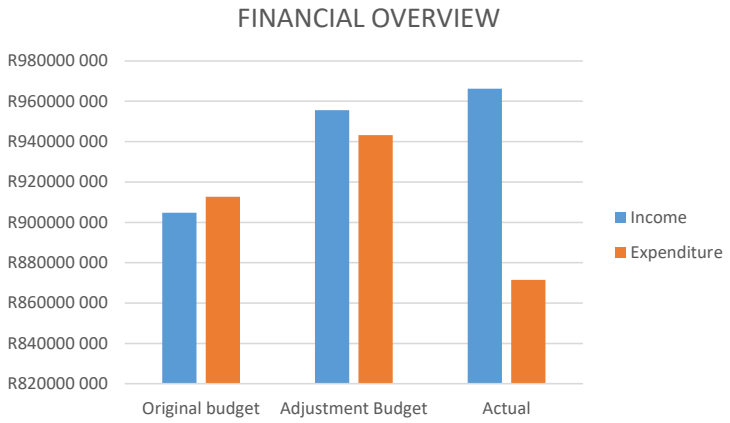
1.3.3 National Key Performance Indicators – Financial Viability (ratio's)

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 Financial Viability and Management.

KPA & Indicator	2021/22	2022/23	2023/24	Comments
Debt coverage (Total operating revenue - operating grants received: debt service payments due within the year)	346.2:1	328.6:1	1473.4:1	This indicator is to determine if the municipality generates sufficient cash to cover outstanding debtors, the higher the ratio, the better
Service debtors to revenue – (Total outstanding service debtors: revenue received for services)	0.84:1	0.96:1	0.68:1	This is the percentage that outstanding debtors are of annual revenue, the lower, the better
Cost coverage (Available cash+ investments: Monthly fixed operating expenditure)	3.16 months	4.68 months	3.32 months	The number of months that cash on hands will be able to cover expenditure, the higher, the better

1.3.4 Financial Overview

Details	Original budget	Adjustment Budget	Actual	Variance from final budget
	R	R	R	%
Income	**904,702,236**	**955,565,441**	**966,270,217**	1.1%
Grants	205,713,969	233,009,735	191,218,157	-17.9%
Taxes, Levies, and tariffs	622,567,991	637,567,991	633,098,887	-0.7%
Gains	0	0	4,701,450	
Other	76,420,276	84,987,715	137,251,723	61.5%
***Less* Expenditure**	**912,736,772**	**943,215,657**	**871,495,583**	-7.6%
Net surplus/(deficit)	**(8,034,536)**	**12,349,784**	**94,774,634**	667.4%



1.3.5 Operating ratios as a percentage of operating expenditure

Detail	Expected norm	22/23 Actual	23/24 Actual	Variance 23/24 from norm
	%	%	%	%
Employee Cost	**30**	29.52	27.30	2.7
Repairs & Maintenance	**20**	3.25	2.31	17.69
Finance Charges & Depreciation	**10**	6.94	5.59	4.41

Note: The above excludes all internal costs in respect of repairs and maintenance.

1.3.6 Total Capital Expenditure

Detail	2021/22	2022/23	2023/24
	R'000		
Original Budget	89 244	88 153	73 264
Adjustment Budget	81 667	100 974	89 547
Actual	73 744	87 190	81 784
Percentage Expenditure	77,1%	86,3%	91,3%

1.4 Organisational Development Overview

1.4.1 Municipal transformation and organisational development highlights

Highlight	Description
Embarking on TASK process. Review of all job descriptions.	Various positions and departments have been evaluated and audited
Realisation of public participation with all relevant wards	Five (5) channels of communication between the municipality and communities
Creation of awareness on Corruption and Fraud Policy	Communication of whistle blower process on a quarterly basis to the community and to personnel
Skilling, capacitating and building of essential personnel	Minimum competency realisation for all key staff and continuous capacity building for strategic personnel

1.4.2 Municipal transformation and organisational development challenges

Challenge	Actions to address
Gap in filling employment equity targeted groups in managerial positions	Specify the recruitments to the targeted in terms of the Employment Equity Plan segment
Low salary (remuneration) equals to lack of attraction of specialized skills	Embarking on salary scale reviews (TASK)
Limited capital budget	Requiring financial support for auxiliary functions from supporting organs of state

1.5 Auditor-General Report

1.5.1 Audited outcomes

The table below detail the audit outcomes for the past twelve financial years:

Year	Status	Year	Status	Year	Status
2012/13	Unqualified with no findings	2016/17	Unqualified with no findings	2020/21	Unqualified with no findings
2013/14		2017/18		2021/22	
2014/15		2018/19		2022/23	
2015/16		2019/20		2023/24	

1.6 Statutory Annual Report Process

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

CHAPTER 2: GOVERNANCE

Good governance has eight 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 considered and that the voices of the most vulnerable in society are heard during decision-making. It is also responsive to the current and future needs of society.

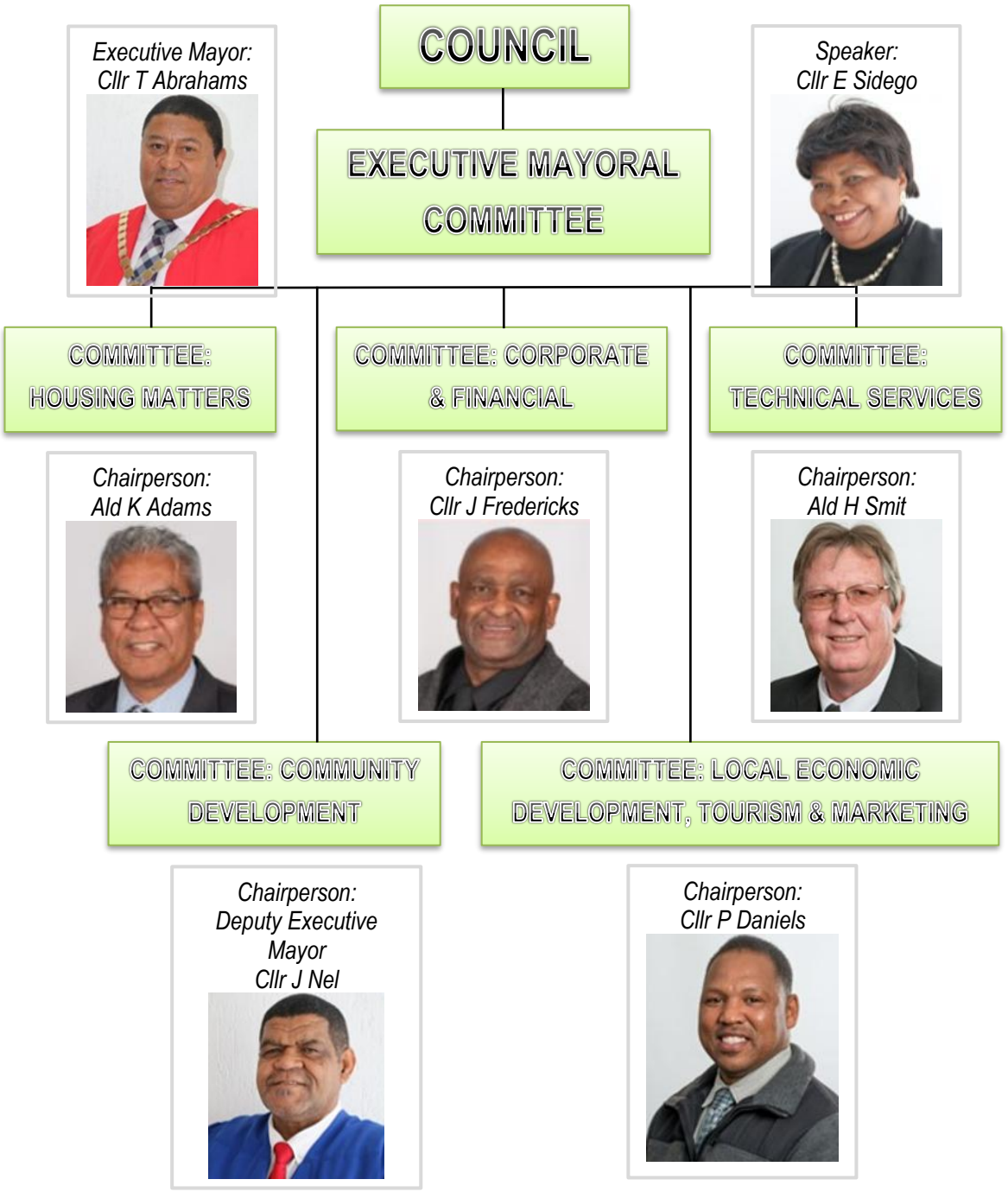


Council as of April 2024

COMPONENT A: POLITICAL & ADMINISTRATIVE GOVERNANCE

2.1 Political Governance Structure

The Council performs both legislative and executive functions. It focuses on legislative, oversight and participatory roles, and has delegated its executive function to the Executive Mayor and the Mayoral Committee. Its primary role is to debate issues publicly and to facilitate political debate and discussion. Apart from their functions as policy makers, councillors are also actively involved with community work and various social programmes in the municipal area.



2.1.1 Council

The Witzenberg municipal council consist of 23 Councillors of which 12 are Ward Councillors and 11 Proportional Councillors.

Below is a table that categorises councillors within their specific political parties and wards for the period 1 July 2023 to 30 June 2024:

Name of Councillor / Alderman	Capacity	Political Party	Ward representing or proportional
Abrahams TE	Councillor / Executive Mayor	DA	Proportional
Adams K	Chairperson for Housing Matters	DA	Ward 6
Alexander W	Councillor / Mayco Member	PA	Proportional
Daniels P	Portfolio Chairperson LED	DA	Ward 2
De Bruin S	Councillor	DA	Ward 10
Franse G	Councillor	DA	Ward 8
Fredericks JP	Portfolio Chairperson Corporate and Financial Services	FFP	Proportional
Gili AL	Councillor	ANC	Ward 1
Hardnek LA	Councillor Chairperson MPAC	WP	Proportional
Laban GG	Councillor / Executive Deputy Mayor Portfolio Chairperson Committee for Community Development	WA	Proportional
Mouton J	Councillor / Mayco Member	ANC	Proportional
Ndaba M	Councillor	ANC	Ward 9
Nel JF	Councillor / Executive Deputy Mayor Portfolio Chairperson Committee for Community Development	ICOSA	Proportional
Nogcinisa N	Councillor	ANC	Proportional
Phatsoane N	Councillor	ANC	Proportional
Robyn K	Councillor / Executive Mayor	GOOD	Proportional
Sidego EM	Councillor Speaker	DA	Ward 11
Smit H	Executive Mayor / Councillor Chairperson Technical Services	DA	Ward 5
Swart D	Councillor	DA	Ward 3
Swartz IL	Councillor/ Mayco Member	EEF	Proportional
Visagie JJ	Councillor	DA	Ward 4
Yisa K	Councillor	ANC	Ward 12
Zalie J	Councillor / Mayco Member Portfolio Chairperson for LED	ANC	Ward 7
Heradien P	Councillor / Speaker	ICOSA	Proportional

Below is a table which indicates the number of items submitted to Council and meeting attendance for the period 1 July 2023 to 30 June 2024:

Council Meeting dates	Number of items submitted	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
24 July 2023	4	100%	0%
25 August 2023	17	100%	0%
17 October 2023	8	100%	0%
14 December 2023	10	53%	47%
24 January 2024	52	91%	10%
23 February 2024	2	53%	47%
20 March 2024	2	96%	4%
27 March 2024	2	53%	47%
12 April 2024	16	96%	4%
16 April 2024	2	96%	4%
16 May 2024	10	74%	26%
21 June 2024	34	87%	13%

Appendix A: List of Councillors, Committee allocations & attendance of Council Meetings

2.1.2 Executive Mayoral Committee

The Executive Mayor of the Municipality, 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 him to manage the day-to-day affairs. This means that he 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, as well as the legislative powers assigned to these parties. Although accountable for the strategic direction and performance of the Municipality, the Executive Mayor operates in collaboration with the Mayoral Committee.

Period 1 July 2023 to 30 June 2024:

Name of member	Position	Period	Capacity
Abrahams, T	Councillor	14/12/2023 - 30/06/2024	Executive Mayor
Adams, K	Alderman	01/07/2023 - 17/10/2023	Mayco member
		20/12/2023 - 30/06/2024	Mayco member
Alexander, W	Councillor	24/10/2023 - 14/12/2024	Mayco member
Daniels, P	Councillor	23/08/2023 - 17/10/2023	Mayco member
		20/12/2023 - 30/06/2024	Mayco member
Fredericks, JP	Councillor	01/07/2023 - 17/10/2023	Mayco member
		20/12/2023 - 30/06/2024	Mayco member
Klaasen, B	Alderman	01/07/2023 - 10/07/2023	Mayco member
Laban, G	Councillor	24/07/2023 - 18/04/2024	Deputy Executive Mayor
Mouton, J	Councillor	24/10/2023 - 14/12/2023	Mayco member
Nel, J	Councillor	18/04/2024 - 01/07/2024	Deputy Executive Mayor
Robyn, K	Councillor	17/10/2023 - 14/12/2023	Executive Mayor
Smit, H	Alderman	01/07/2023 - 17/10/2023	Executive Mayor
		20/12/2023 - 30/06/2024	Mayco member
Swartz, I	Councillor	24/10/2023 - 14/12/2023	Mayco member
Visagie, JJ	Alderman	01/07/2023 - 17/10/2023	Mayco member
Zalie, J	Councillor	24/10/2023 - 14/12/2023	Mayco member

2.1.3 Portfolio Committees

In terms of section 80 of the Municipal Structures Act 1998, if a Council has an executive committee; it may appoint, in terms of Section 79, committees of councillors to assist the executive committee or Executive Mayor. 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 committee on policy matters and make recommendations to Council.

The table below indicates the dates of the Committee meetings, and the number of reports submitted to Council for the 2023 / 2024 financial year:

Committee	Chairperson	Number of minutes submitted to Council	Meeting Date
Committee for Housing Matters	Alderman K Adams	2	15-Aug-23 28-Sept-23 11-Sept-23 31-Jan-24 05-Apr-24 26-Apr-24 16-May-24 03-Jun-24 28-Jun-24
Committee for Community Development	Councillor GG Laban Councillor JF Nel	0	23-Nov-23 11-Apr-24
Committee for Corporate and Financial Services	Councillor W Alexander Councillor J Fredericks	3	19-Sept-23 21-Nov-23 20-Feb-24
Committee for Technical Services	Councillor J Mouton Alderman J Visagie Alderman H Smit	3	21-Sept-23 23-Nov-23 13-Feb-24 09-Apr-24
Committee for Local Economic Development and Tourism	Councillor P Davids	1	19-Sept-23 11-Apr-24

Appendix B: Committees & Committee purposes

2.1.4 Municipal Public Accounts Committee (MPAC)

An Audit Committee has been established that includes Risk- & Performance functionality and is referred to as the Performance-, Risk & Audit Committee (PRAC). A Municipal Public Accounts Committee as an oversight committee has been established compromising from non-executive councillors with the specific purpose of providing the Council with comments and recommendations on the Annual Report.

Council appointed the Chairperson and members of the MPAC at a Council meeting held on 23 February 2022. The members of the MPAC are as follows:

Position	Councillor	Political Party
	Period 1 July 2023 to 30 June 2024	
Chairperson	Cllr L Hardnek	WP
Member	Cllr N Nogcinisa	ANC
	Alderman JJ Visagie	DA
	Cllr KA Robyn	GOOD
	Cllr W Alexander	PA

2.2 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 directorship, which constitutes the management team below:



COMPONENT B: INTERGOVERNMENTAL RELATIONS

2.3 Intergovernmental Relations

In terms of the Constitution of South Africa, all spheres of government and all organs of state within each sphere must co-operate with one another, in mutual trust and good faith, fostering friendly relations. They must assist and support one another, inform, and consult one another on matters of common interest, coordinate their actions, adhering to agreed procedures and avoid legal proceedings against one another.

2.3.1 Intergovernmental Structures

To adhere to the principles of the Constitution as mentioned above the municipality participates in the following intergovernmental structures:

Name of Structure	Members	Outcomes of Engagements/Topics Discussed
Municipals Managers Forum	SALGA, neighbouring municipality's MMs	District based initiatives
SALGA Working Groups	SALGA, Neighbouring municipality's Technical Directors and experts	Municipal wide information sharing
IDP Managers Forum	Department of Local Government (DPLG), All municipalities in the Western Cape (WC), IDP Managers	Provincial wide information sharing
District IDP Managers Forum	Cape Winelands District Municipality, all Municipalities in the Cape Winelands District	District wide information sharing
LED Managers Forum	Cape Winelands Regional LED Forum	Sharing information and best practises on Economic Development, providing report back of projects implemented, lobbying of support for programmes and projects
WMO Forum	DEADP, All municipalities in the Western Cape (waste management officers), and experts	Municipal wide information sharing with all 3 spheres of government.
CWDM WMO Forum	DEADP, CWDM municipalities (WMO) .	Municipal information sharing with all 3 spheres of government in CWDM
Strategic Integrated Municipal Engagement (SIME)	All provincial sector departments, all municipalities in the Western Cape	Provincial, District & local based planning.
Technical Integrated Municipal Engagement (TIME)	All provincial sector departments, all municipalities in the Western Cape	Provincial, District & local based planning.
Ministerial Technical Committee	Provincial Government and Municipal Managers	
Ministerial Mayoral Committee	Provincial Government and Mayors	Provincial programmes and initiatives aligned with municipal performance
District Public Participation Forum (DPP)	All municipalities in the Cape Winelands District Municipality, DPLG, IDP Manager, local stakeholders for National Government Departments	District wide information sharing
Provincial Public Participation Forum (PPP)	DPLG, GCIS, all municipalities in the WC, IDP Manager	Provincial wide information sharing
Provincial CommTech	DPLG, GCIS, all communication officials from municipalities in the WC, National Government Departments	Discussion, trend monitoring, training and workshops concerning government communication and technology
SALGA National Communicators Forum	DPLG, GCIS, all communication officials from municipalities in the WC, National Government Departments	Nationwide information sharing and calibration with the strategic focus of the NDP

Name of Structure	Members	Outcomes of Engagements/Topics Discussed
Internal Audit Forum	All municipal Chief Audit Executive of the province	National, District and Municipal wide information sharing
Risk Management Forum	All municipal Chief Risk Officers of the province	National, District and Municipal wide information sharing
District Coordinating Forum	District Mayors	District programs and initiatives aligned with municipal performance
District Coordinating Forum (Technical)	District Municipal Managers	District programs and initiatives aligned with municipal performance
Joint District Approach	Local municipalities in District, District Municipality, Provincial Sector departments	District wide strategic planning
Municipal ICT Managers Forum	Provincial ICT Managers, SALGA, SITA, DPLG	Provincial-wide information sharing

2.3.2 Joint projects and functions with sector departments

All the functions of government are divided between the different spheres namely National, Provincial and Local. The municipality therefore shares their area and community with other spheres of government as well as their various sector departments. This means that the municipality must work closely with national and provincial departments to ensure the effective implementation of various projects and functions. The table below provides detail of such projects and functions:

Name of Project/ Function	Expected Outcome/s of the Project	Sector Department/s involved	Contribution of Sector Department
Intergovernmental Steering Committee Meeting	Reducing poverty in the 3 poverty nodes	DRDLR, Agriculture department, Education, Social development, Public Works, CoS	• Mobilising resources • Implementing projects to reduce poverty. • Sharing information •
Cape Winelands LED District forum	Strengthening LED networking	Cape Winelands District Municipality, B-Municipalities, Department of Economic Development and Tourism	• Report back on programmes and initiatives
Social Cluster: Area Based approach	Report back and identifying gaps in service delivery	Department Social Development, SAPS, Department Education, Cape Winelands District Municipality, Department of Health, CDW	• Report back and providing information on programmes
EPWP District Forum	Report back	Cape Winelands District Municipality, B-Municipalities, Department Public Works	• Report back & discussions on performance

COMPONENT C: PUBLIC ACCOUNTABILITY & PARTICIPATION

MSA section 51(b) requires a municipality to establish and organize its administration to facilitate a culture of accountability amongst its staff. Section 16(1) states that a municipality must develop a system of municipal governance that compliments formal representative governance with a system of participatory governance. Section 18(1) requires a municipality to supply its community with information concerning municipal governance, management, and development.

A Municipal Public Accounts Committee has been established. The internal audit function is capitated with three qualified auditors, employed on a permanent basis, one trainee and one intern. The audit function reports functionally to the Performance Risk and Audit Committee and administratively to the Municipal Manager. The capacity of the Performance, Risk and Audit Committee has been increased with the appointment of qualified and specialized members. A representative from the business sector is also invited to participate in Mayoral Committee meetings.
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.

2.4 Public Meetings

Apart from bi-annual community meetings & jamborees held in each town, the municipality also communicates through monthly newsletters, loud-hailing, and distribution of pamphlets, text messages and public service announcements via community radio.

Nature and purpose of the meeting	Date of events	Number of participating Municipal Councillors	Number of participating Municipal Administrators	Number of community members attended
IDP & Budget Public Meetings and Municipal Service Delivery Jamborees				
IDP Review Public Participation	Ward 4 & 6 Bella Vista – 17/10/2023	1	26	3
	Ward 3 & 5 Ceres – 19/10/2023	2	22	9
	Ward 8 &9 Op-Die-Berg – 18/10/2023	1	14	6
	Ward 2 & 7 Wolseley – 12/10/2023	0	29	0
	Ward 4 & 10 P A Hamlet – 16/10/2023	2	28	62
	Ward 7 & 11 Tulbagh – 11/10/2023	1	26	13
	Ward 1 & 12 N'Duli – 10/10/2023	2	15	62
	Ward Committees - 23/10/2023	4	15	17
IDP & Budget Public meetings				
IDP Review Public Participation	Ward 4 & 6 Bella Vista – 22/04/2024	2	15	4
	Ward 7 & 11 Tulbagh – 16/04/2024	1	19	26
	Ward 3 & 5 Ceres – 15/04/2023	4	30	11
	Ward 1 & 12 N'Duli – 17/04/2024	3	23	87
	Ward 4 & 10 P A Hamlet – 10/04/2024	2	21	64
	Ward 2 & 7 Wolseley – 18/04/2024	1	13	8
	Ward 8 & 9 Op Die Berg – 11/04/2024	2	24	33
	Ward Committees - 29/04/2024	4	10	54

2.4.1 Labour Forum

The table below specifies the members of the Labour Forum for the 2023/24 financial year:

Name of representative	Capacity	Meeting dates
H Smit	Chairperson	7/09/2023 (Deviation from fixed calendar completed by H Smit) 05/10/2023 Ceres Town Hall 30/11/2023 Ceres Town Hall 11/12/2023 (Management Engagement)
H Smit	Executive Mayor	
J Fredericks	Mayco Member	
G Laban	Deputy Mayor	
J Nel	Deputy Mayor	
D Nasson	Municipal Manager	
H Kritzinger	Director Finance	
J Kolkota	Deputy Director Finance	
Vacant	Director Community Services	
M Mpeluza	Director Corporate Services	
J Barnard	Director Technical Services	
I Barnard	Senior Manager Human Resources	
G Pharo	Senior HR Officer: Benefits	
W Davids	Senior HR Officer: Training & Development	
Vacant	Senior HR Officer: Health & Safety	
C Titus	Committee Officer	
M Scholtz	IMATU Secretary	
L Ntshanga	IMATU Chairperson	
Lesley Koopman	IMATU	
M Pieterse	IMATU	
L Pietersen	IMATU	
C Appolis	SAMWU Chairperson	
P Daniels	SAMWU Secretary	
L Silver	SAMWU Full-timer shopsteward	
V Botes	SAMWU	
T Gxasixa	SAMWU	

2.4.2 Ward Committees

The purpose of a ward committee is:

- to encourage better participation from the community and to inform council decisions.
- to make sure that there is effective communication between the Council and the community.
- to assist the ward councilor with consultation and feedback to the community.

Ward committees need to be elected by the community they serve. A ward committee may not have more than 10 members and women should be well represented in the membership contingent. The ward councilor serves on the ward committee and acts as the chairperson. Although ward committees have no formal powers, they act as an

advisory body to the ward councilor, which enables them to make specific submissions directly to the Council. These committees play a pivotal role in the development and annual revision of the IDP of the area.

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

Appendix E: Ward Committee Governance & Functionality

Appendix F: Ward Committee Performance per Ward

2.5 IDP Participation & Alignment

Refer to item 2.4 for IDP participation meetings.

Refer to items 3.1.4, 3.1.5 & 3.1.6 for IDP alignment.

Municipal Key Performance Area	Strategic Objective	
Essential Services	1.1	Sustainable provision and maintenance of basic infrastructure
	1.2	Provide for the needs of informal settlements through improved services
Governance	2.1	Support institutional transformation and development
	2.2	Ensure financial viability
	2.3	To maintain and strengthen relations with international- and inter-governmental partners as well as the local community through the creation of participative structures.
Communal Services	3.1	Provide and maintain facilities that make citizens feel at home
Socio-Economic Support Services	4.1	Support the poor and vulnerable through programmes & policy
	4.2	Create an enabling environment to attract investment and support to the local economy.

Strategic Alignment between IDP & Service Delivery & Budget Implementation Plan

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 encompasses the relationships amongst the various stakeholders involved and the strategic goals governing the institution.

2.6 Risk Management

Section 62(1)(c)(i) of the MFMA states that: "… The accounting officer of the 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."

Witzenberg Municipality is committed to the optimal management of risk to protect our core public service values, achieve our vision, objectives and deliver on our core business functions.
While conducting our daily business operations, we are exposed to a variety of risks. These risks include operational and other material risks which require comprehensive controls and on-going oversight to be properly managed.
To ensure business success the Municipality have adopted an enterprise-wide integrated approach to the management of risks. By embedding the risk management process into key business processes such as planning, operations and new projects, the municipality will be better equipped to identify events affecting our objectives and to manage risks in ways that are consistent with the approved risk appetite.

The top inherent strategic risks of Witzenberg Municipality are:

Risk Title	IR	RR
Eskom's inability to provide increased electricity supply to the mun	25	25
Illegal invasion and occupation of land	20	20
Unsustainable High cost of electricity bulk supply	20	20
Electricity load-shedding>4 hours	25	19
Deteriorating electrical infrastructure	25	19
Inability to provide landfill facility in Witzenberg municipal area	25	17
Major unplanned not disaster related interruptions to service	25	17
The municipality's inability to deal with illegal land use and building work	20	17
Inability to deal with community protest, unrest and uprising	25	16
Municipality's inability to provide increased electricity supply to	25	16
Growth in informal settlements	20	16
Deteriorating road infrastructure	20	16
Lack of funding to rehabilitate landfill site in Witzenberg	20	16
Uneconomical utilization of assets (Dennebos and Eiland)	20	16
Deteriorating water and sanitation infrastructure	20	15
Unfunded budget	25	14
Inability to deal with disaster, business continuity and fire hazard	25	13
Poor growth in revenue base	20	13
Ageing vehicle fleet	20	13
Escalation in vulnerable and indigent households	20	13
Failure of law enforcement agencies to assist municipality	20	13
Inability to minimise recyclable waste	20	13
Increase in vandalism, theft of municipal assets	20	13
Rapid increase in Salary budget	20	13
Un-recoverability of outstanding receivables	20	13
Interruption of Wolseley bulk water supply	16	13
Increase in unaccounted water and electricity losses	20	12

2.7 *Anti-Corruption & 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 MFMA, Section 112(1)(m)(i), identify supply chain measures to be enforced to combat fraud and corruption, favouritism, and unfair and irregular practices. Section 115(1) of the MFMA states that the accounting officer must take steps to ensure mechanisms and separation of duties in a supply chain management system to minimize the likelihood of corruption and fraud.

The municipality's Audit Committee (Performance, Risk & Audit Committee) recommendations for 2022/23 are set out in **Appendix G.**

2.7.1 Developed strategies

Name of strategy	Developed Yes/No	Date Adopted/Reviewed
Anti-Fraud and Corruption Strategy	Yes	29 November 2022 (Adopted)
Fraud and Corruption prevention policy and response plan	Yes	29 November 2022 (Adopted)
Witzenberg Whistle Blowing Policy	Yes	25 January 2023 (Adopted)

2.7.2 Implementation of strategies

Strategies to implement	Key Risk Areas	Key measures to curb corruption and fraud
Fraud Prevention Policy	Supply Chain Management	Roll-out of Anti-Fraud and Corruption Policy to internal stakeholders through presentations and internal newsletters
Ethics Awareness Programme	Possible loss of income at traffic due to inactive follow-up on traffic violations	Roll-out of Anti-Fraud and Corruption Policy to external stake holders through outreach programmes
Outreach programme on fighting fraud and corruption	Lack of awareness of fraud amongst staff	Investigation of fraud and corruption cases
Whistle blowing through the National Fraud Hotline	Possible misuse of policy to disclose sensitive information	Monitoring recommendations with regards to disciplinary, criminal and recovery actions. Effective delegation systems
To ensure that all employees and councillors in service of the Witzenberg Municipality has declared all interest/ownership/directorship.	Avoid doing business with employees in service of the municipality who does not declare that they are in service of the municipality	Use Trans Union in order to identify all employees that have interest/ownership/ directorship in companies
Regular update of the fraud risk register	Detection and prevention of fraud in the municipality	Monitoring key controls to alleviate fraud and corruption

2.8 *Performance, Risk & Audit Committee*

Section 166(2) of the MFMA states that an audit committee is an independent advisory body which must –
(a) 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.
- risk management.
- performance management; and
- effective governance.

Section 14(2)(c) of the Local Government Municipal Planning and Performance Management Regulations (R796 dated 24 August 2001) states that a municipality may utilize any Audit Committee established in terms of other applicable legislation as the Performance Audit Committee of the said municipality.
The Public Sector Risk Management framework states that the committee should review and recommend for approval the:

- risk management policy.
- risk management strategy.
- risk management implementation plan; and
- risk appetite

2.8.1 Functions of the Performance, Risk & Audit Committee

The council noted its Performance, Risk and Audit Committee charter on 31 October 2018.
To fulfil its role, the Committee 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 the MFMA, Division of Revenue Act (DoRA) and any other applicable legislation.
- Performance evaluation; and
- Any other issues referred to by the municipality.

2.8.2 Members of the Performance, Risk & Audit Committee

Name of representative	Capacity	Meeting dates				
		28/07/2023	18/08/2023	03/11/2023	17/11/2023	13/12/2023
Mr J. George (Second 3-year term ended 31 October 2022 extended with Council approval until 31 January 2025)	Chairperson	✓	✓	✓	✓	✓
Ms J. Lapoorta (First 3-year term February 2023 until 31 January 2026)	Member	✓	✓		✓	✓
Ms C. Fagan (Second 3-year term until 31 July 2024)	Member		✓	✓		
Mr J.J. Swarts (First term from 1 February 2023 until 31 January 2026)	Member	✓	✓	✓	✓	✓

2.8.3 Performance, Risk & Audit Committee (PRAC) recommendations

Appendix G: Audit Committee Recommendations

2.9 Internal Auditing

An annual risk assessment update was performed during April/June 2022 and all relevant risks were populated into the Witzenberg risk register. Updates were performed on a continuous basis.

This risk assessment forms the basis for reviewing the 3-year audit plan as indicated below:

Project type	2023/2024	2024/2025	2025/2026
Risk-based audits	Distribution of electricity - Maintenance	Overtime Average	Allowances and subsidies Average
	Water and Sanitation Maintenance	Asset Management Average	Risk Management Average
	ICT continuity	Procurement- Deviations	Building control Average
	Disaster Management	Labour Relations Average	EPWP
	Indigent Management	Facility Management - Maintenance	Governance
	Archives	Housing - Administration Average	Review of Financial Controls
	By-Law Enforcement	Injury on duty Average	Secretariat Average
	PoPIA compliance	Fleet Management Average	Recruitment and terminations Average
	Contract Management	Performing Billing Activities	Physical office security Average
		Valuation roll management Average	Occupational Health and Safety
		Inventory Average	Landfill Management Average
		Leave Average	Business Continuity
Statutory Internal Audits	DORA compliance	DORA compliance	DORA compliance
	Performance Management System (quarterly)	Performance Management System (quarterly)	Performance Management System (quarterly)
Follow up	Follow up internal Audit findings	Follow up internal Audit findings	Follow up internal Audit findings
	Management Audit Action Plan (MAAP)	Management Audit Action Plan (MAAP)	Management Audit Action Plan (MAAP)
Other	Combined Assurance	Combined Assurance	Combined Assurance
	IA Quality Assessments	IA Quality Assessments	IA Quality Assessments
	Year-end stock count	Year-end stock count	Year-end stock count
	Compliance- Staff Regulations	Performance Management- Staff Regulations	Performance Management- Staff Regulations
AD-HOC assignments	Provision for ad-hoc assignment	Provision for ad-hoc assignment	Provision for ad-hoc assignment

Annual Audit Plan

The Audit Plan for 2023/24 was implemented and the table below provides details on audits completed:

Audit Activity	Estimated hours	Quarter	Status
Statutory Audits			
DORA compliance	250	4	Completed
Performance Management System	800	All	Completed
Follow up audit work			
Follow up Internal Audit Findings	300	All	Completed
Management Audit Action Plan	250	All	Completed
Risk based audits			
Distribution of Electricity- Maintenance	250	2	Completed
Water and Sanitation Maintenance	250	2	Completed
ICT Continuity	60	3	Completed

Audit Activity	Estimated hours	Quarter	Status
Asset Management	320	4	Completed
Indigent Management	200	4	Completed
Archives	288	2	Completed
By-Law Enforcement	250	2	Completed
POPIA Compliance	300	3	Work in progress
AD-Hoc audits			
Other			
Combined Assurance Reporting Project	150	All	Work in progress
IA Quality Assurance	100	All	Work in Progress
Year-end Stock on behalf of AGSA	80	4	Completed
Compliance- Staff Regulations	270	3	Completed

2.10 By-Laws

Below is a list of all the policies developed and reviewed during the financial year:

Policies developed/ revised	Date adopted	Public Participation conducted prior to adoption of policy (Yes/No)	Date of Publication
Indigent policy	30 May 2022	Yes	3 June 2022
Budget policy	30 May 2022	Yes	3 June 2022
Tariff policy	30 May 2022	Yes	3 June 2022
Property rates policy	30 May 2022	Yes	3 June 2022
Credit control and debt collection policy	30 May 2022	Yes	3 June 2022
Consumer payment incentive policy	30 May 2022	Yes	3 June 2022
Budget virement policy	30 May 2022	Yes	3 June 2022
Cellular telephone and data card policy	30 May 2022	Yes	3 June 2022
Transport- travel- and subsistence allowance policy	30 May 2022	Yes	3 June 2022
Municipal supply chain management policy	30 March 2022	No	
Integrated Waste Management By - Law	8 October 2021	No- (translating to Afrikaans and I Xhosa)	
Water and Sanitation Services and Industrial Effluent By-laws		No	11 February 2022

2.11 Supply Chain Management

2.11.1 Competitive bids more than R 200 000 (R 300 000 from 24/01/2024)

Bid Committee meetings.

The following table details the number of Bid Committee meetings held for the 2023/24 financial year:

Bid Specification Committee	Bid Evaluation Committee	Bid Adjudication Committee
39	45	36

Attendance of members of the Bid Specification Committee, are as follows:

Member	Percentage attendance (%)
Deputy Director Finance / Manager Financial Administration (Chairperson)	100
Manager Supply Chain	100
Relevant technical expert responsible for a function	100

Attendance of members of the Bid Evaluation Committee, are as follows:

Member	Percentage attendance (%)
Deputy Director Finance / Manager Financial Administration (Chairperson)	100
Supply Chain Practitioner	100
Relevant technical expert responsible for a function	100

Attendance of members of the Bid Adjudication Committee, are as follows:

Member	Percentage attendance (%)
Director Financial Services (Chairperson)	100
Director Technical Services	100
Director Community Services	100
Director Corporate Services	100
Manager Supply Chain/Deputy Director: Finance	100

Note: The percentages as indicated above include the attendance of those officials acting in the position of a Bid Committee Member.

Awards made by the Bid Adjudication Committee

The Bid Adjudication Committee awarded 30 bids of an estimated value of R 188 946 717.

The five highest bids awarded by the Bid Adjudication Committee, are as follows:

Bid number	Title of bid	Directorate and section	Successful Bidder	Value of bid awarded.
08/2/19/39	Supply and delivery of electricity metering and related equipment	Technical Services	Ontec Systems (PTY) Ltd	R 10 000 000
08/2/20/01	Hiring of Plant and Equipment for the Witzenberg Municipal Area	Technical Services	Aqua Transport & Plant Hire (PTY) Ltd	R 10 000 000
08/2/20/81	Appointment of Panel for the rendering of professional Legal services Category 1-5	Municipal Manager	Johan Bezuidenhout Attorney	R 10 000 000
08/2/21/78	Short-term Insurance	Financial Services	Silverlake Trading 305 (PTY) Ltd t/a Opulentia Financial Services	R 10 000 000
08/2/20/82	Supply. Delivery. Installation And Commissioning Of Emergency Back-Up Generators (Re-Advertisement)	Technical Services	ZWH Projects and Development (PTY) Ltd	R 5 485 045

Awards made by the Accounting Officer

In terms of paragraph 5(2)(a) of Council's Supply Chain Management Policy, only the Accounting Officer may award a bid which is more than R10 million. The power to make such an award may not be sub-delegated by the Accounting Officer.

The following bids was awarded by the Accounting Officer during the 2023/24 financial year:

Bid number	Title of bid	Directorate and section	Successful Bidder	Value of bid awarded.
08/2/21/23	Resealing of existing streets in the Witzenberg Municipal area	Technical Services	Actophambili Roads (PTY) Ltd	R 50 000 000
08/2/20/78	Upgrade and Extension of the Wolseley Wastewater Treatment Works: Phase 2A	Technical Services	Exeo Khokela Civil Engineering Construction (Pty) Ltd	R 46 291 475
08/2/21/74	The Supply and Dispensing Of Fuel (Unleaded Petrol & 50ppm Diesel) For Municipal Vehicles And Plant From Licenced Fuel Retail Sites / Service Stations In The Witzenberg Municipal Area	Technical Services	Bellmarjill (PTY) Ltd	R 25 000 000
08/2/21/02	Construction of Tierhokskloof Bulk water pipeline	Technical Services	JZV Construction (PTY) Ltd	R 23 073 146
08/2/20/101	Development, supply and installation of an Electronic Indigent Management System	Community Services	African Ideas Corporation (PTY) Ltd	R 798 000

Awards made by the Bid Adjudication Committee

No bid was awarded by the Bid Adjudication Committee in terms of paragraph 44 (2) of the Supply Chain Management Policy and paragraph 37 (2) of the Supply Chain Regulations.

Appeals lodged by aggrieved bidders.

The following appeals were lodged by aggrieved bidders on awards made in terms of section 62(1) of the Municipal Systems Act (Act 32 of 2000):

Bid number	Bid title	Date of appeal	Appellant	Reason for appeal	Dismissal	Dealt by
08/2/20/93	Monitoring Of Drinking Water Quality in The Witzenberg Area	09-May-2024	AL Abbott & Associates	Alleged error in bid process	Appeal is being dealt with by the Accounting Officer	Accounting Officer

Awards made to enterprises within the Witzenberg municipal area.

The following table details the value of competitive bids awarded to enterprises within the Witzenberg Municipal Area during the 2023/24 financial year:

Number of contracts awarded to enterprises within the Witzenberg municipal area	Percentage of contracts awarded to enterprises within the Witzenberg municipal area (%)	Value of contracts awarded to enterprises within the Witzenberg municipal area. R	Percentage of contract value awarded to enterprises within the Witzenberg municipal area (%)
5	16.67	29 306 600	15.51

2.11.2 Formal written price quotations between R 30 000 and R 200 000 (R 300 000 from 24/01/2024)

Awards made to enterprises within the Witzenberg municipal area.

A total of 40 formal written price quotations amounting to R 6 075 127 were awarded.

The following table details the value of formal written price quotations awarded to enterprises within the Witzenberg municipal area during the 2023/24 financial year:

Number of contracts awarded to enterprises within the Witzenberg municipal area	Percentage of contracts awarded to enterprises within the Witzenberg municipal area (%)	Value of contracts awarded to enterprises within the Witzenberg municipal area. R	Percentage of contract value awarded to enterprises within the Witzenberg municipal area (%)
6	15.00	757 827	12.47

2.11.3 Deviation from normal procurement processes

Paragraph 44 of Council's Supply Chain Management Policy allows the Accounting Officer to dispense with the official procurement process. Deviations amounting to R 9 811 113 were approved by the Accounting Officer. 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 R	Percentage of total deviations value (%)
Single supplier	62	4 539 988	46.27
Impossible	0	0	0.00
Impractical	37	4 054 107	41.33
Emergency	20	1 217 017	12.40

This amount shows a decrease of R 2 267 320 compared to the previous year's figure of R 12 078 433. It should be noted that although various processes were implemented to reduce the number and value of deviations it fluctuates during each period and will not necessarily reflect the same patterns.

2.11.4 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.
- before payment is approved, certification by the responsible officer that the goods and services are received or rendered on time and is in accordance with the order, the general conditions of contract and specifications where applicable and that the price charged is as quoted in terms of a contract.
- 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.
- regular checking to ensure that all assets including official vehicles are properly managed, appropriately maintained and only used for official purposes; and
- 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, Drommedaris Street, is coded and listed on the financial system. Monthly monitoring of patterns of issues and receipts is 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 is not communicated timely to the Stores section in order to gear them to order stock more than the normal levels. Internal controls are in place to ensure that goods and services that are received are certified by the responsible person, which is in line with the general conditions of contract. Regular checks are performed to determine the condition. Quarterly stock counts are performed so that surpluses, deficits, damaged and redundant stock items are identified and reported to the Council. As of 30 June 2024, the value of the stock at the

municipal stores is calculated at R 24 274 424, with a satisfactory stock turnover rate of 1.04. For the 2023/24 financial year, a total of R 189 143.53 was accounted for as damaged or deficit inventory.

2.11.5 Disposal management

The system of disposal management must ensure the following:

- immovable property is sold only at market related prices, except when the public interest or the plight of the poor demands otherwise.
- movable assets are sold either by way of written price quotations, a competitive bidding process, auction or at market related prices; whichever is the most advantageous.
- Firearms are not sold or donated to any person or institution within or outside the Republic, unless approved by the National Conventional Arms Control Committee.
- Immovable property is let at market related rates, except when the public interest or the plight of the poor demands otherwise.
- All fees, charges, rates, tariffs, scales of fees or other charges relating to the letting of immovable property are reviewed annually.
- Where assets are traded in for other assets, the highest possible trade-in price is negotiated; and
- In the case of the free disposal of computer equipment, the Provincial Department of Education is first approached to indicate within 30 days whether any of the local schools require this equipment.

We are complying with section 14 of the MFMA which deals with the disposal of capital assets.

No disposals took place during the 2023-2024 financial year.

2.11.6 Performance management

The SCM policy requires that an internal monitoring system be established and implemented in order to determine, on the basis of retrospective analysis, whether the SCM processes were followed and whether the objectives of the SCM policy were achieved.

Monitoring of internal processes is an on-going process. Procedure manuals for various SCM processes have been updated and are awaiting approval for implementation. Monthly reporting concerning appeals received by aggrieved bidders is also done to measure the performance of the bid specification and bid evaluation committees.

The Accounting Officer has appointed the Internal Auditor as the independent observer to attend bid committee meetings. This further enhances transparency regarding our bid committee system and compliance with all relevant legislation.

The following company and its directors were listed as restricted suppliers during the 2023/24 financial year:

ETL Consulting (PTY) Ltd, Registration number: 2015/043415/07

2.12 Website

Municipalities are required to develop and maintain a functional website that displays relevant information as per the requirements of Section 75 of the MFMA and Section 21A and B of the MSA as amended.

The website should serve as a mechanism to promote accountability and transparency to communities and therefore information posted should be accurate and timeously updated.

The municipal website is a key communication mechanism in terms of service offering, information sharing and public participation. It is a communication tool that should allow easy and convenient access to relevant information. The municipal website should serve as an integral part of the municipality's Communication Strategy.

The table below gives an indication about the information and documents that are published on our website.

Description of information and/or document	Yes/No
Municipal contact details (Section 14 of the Promotion of Access to Information Act)	
Full Council details	Yes
Contact details of the Municipal Manager	Yes
Contact details of the CFO	Yes
Physical address of the Municipality	Yes
Postal address of the Municipality	Yes
Financial Information (Sections 53, 75, 79 and 81(1) of the MFMA)	
Draft Budget 2023/24	Yes
Adjusted Budget 2023/24	Yes
Asset Management Policy	Yes
Customer Care, Credit control and Debt collection Policy	Yes
Indigent Policy	Yes
Funds and Reserves Policy	Yes
Investment and Cash Management Policy	Yes
Rates Policy	Yes
Supply Chain Management Policy	Yes
Tariff Policy	Yes
Veriment Policy	Yes
Petty Cash Policy	Yes
Long Term Financial Policy	Yes
Borrowing Policy	Yes
SDBIP 2023/24	Yes
Integrated Development Plan and Public Participation (Section 25(4)(b) of the MSA and Section 21(1)(b) of the MFMA)	
Reviewed IDP for 2023/24	Yes
IDP Process Plan for 2023/24	Yes
Supply Chain Management (Sections 14(2), 33, 37 and75(1)(e)and(f) and 120(6)(b)of the MFMA and Section 18(a) of the National SCM Regulation)	
List of capital assets that have been disposed	Yes
Long Term borrowing contracts	Yes
Reports (Sections 52(d), 71, 72 and75(1)(c) and 129(3) of the MFMA)	
Annual Report of 2022/23	Yes
Oversight reports	Yes
Mid-year budget and performance assessment	Yes
Quarterly Reports	Yes
Monthly Budget Statement	Yes
Performance Management (Section 75(1)(d) of the MFMA)	
Performance Agreements for employees appointed as per S57 of Municipal Systems Act	Yes
Assurance Functions (Sections 62(1), 165 and 166 of the MFMA)	

Description of information and/or document	Yes/No
Audit Committee charter	Yes
Risk Management Policy	Yes

2.13 Communication & Public Satisfaction

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. Good customer care is of fundamental importance to government organizations due to their constant interaction with members of the public. All local government entities strive to uphold the following Constitutional ideals towards the development of acceptable policy and legislative framework regarding service delivery in public service:

- Promoting and maintaining high standards of professional ethics.
- Providing service impartially, fairly, equitably and without bias.
- Utilizing resources efficiently and effectively.
- Responding to people's needs; the citizens are encouraged to participate in policymaking; and
- Rendering an accountable, transparent, and development-oriented public administration.

These ideals are achieved through always adhering to the 8 principles of Batho Pele:

Consultation
Consultation is done through various tools is a powerful tool that enriches and shapes government policies such as the Integrated Development Plans (IDPs) and its implementation in Local Government sphere.
Setting service standards
This principle reinforces the need for benchmarks to constantly measure the extent to which citizens are satisfied with the service or products they receive from departments. It also plays a critical role in the development of service delivery improvement plans to ensure a better life for all South Africans. Citizens should be involved in the development of service standards.
Increasing access
One of the primary aims of Batho Pele is to provide a framework for making decisions about delivering public services to the many South Africans who do not have access to them. Batho Pele also aims to rectify the inequalities in the distribution of existing services.
Ensuring courtesy
This goes beyond a polite smile, 'please' and 'thank you'. It requires service providers to empathize with the citizens and treat them with as much consideration and respect, as they would like for themselves.
Providing information
As a requirement, available information about services should be at the point of delivery, but for residents who are located far from the point of delivery, other arrangements will be needed.
Openness and transparency
A key aspect of openness and transparency is that the public should know more about the way national, provincial, and local government institutions operate, how well they utilize the resources they consume, and who is in charge.
Redress
This principle emphasizes a need to identify quickly and accurately when services are falling below the promised standard and to have procedures in place to remedy the situation. Public servants are encouraged to welcome complaints as an opportunity to improve service, and to deal with complaints so that weaknesses can be remedied quickly for the good of the citizen.
Value for money
Many improvements that the public would like to see often require no additional resources and can sometimes even reduce costs. Failure to give a member of the public a simple, satisfactory explanation to an enquiry may for example, result in an incorrectly completed application form, which will cost time to rectify.

2.13.1 Communication strategy

The Witzenberg Municipality Communication Strategy illustrates the views of residents regarding communication and perceptions of the municipality. Many views expressed display dissatisfaction levels with aspects related to elements

beyond the scope of local government, for example access to housing, employment opportunities, education, and healthcare. However, local government acts as the conduit to expedite issues of this nature to the correct government entities as well as support and invest in various programs aimed at skills development, youth development, social development, and short-term temporary employment. Levels of literacy, understanding of language, public apathy, level of education, knowledge of government processes and access to communication tools can also affect how the public formulates perceptions of local government and can potentially hamper how they communicate and assimilate communication, especially within rural environs. A successful communication strategy therefore links local demographics to the municipality's action plan and influences budgetary expenditure according to the needs of the public. The Communication strategy was adopted and approved by Council in May 2023.

Below is a communication checklist of the compliance to the communication requirements:

Communication activities	Yes/No
Communication unit	Yes
Communication strategy	Yes
Communication Policy	Part of the Strategy
Media communication	Yes
Public participation and ward committees	Yes
Online communication	Yes
Customer satisfaction surveys	Yes
Functional complaint management systems	Yes
Newsletters distributed at least quarterly	Yes

2.13.2 Communication and query/complaint management

Witzenberg Municipality runs a 24-hour emergency control center that aid the public, 7 days a week, 365 days a year. The control center offers the dual function of escalating service delivery queries to the correct departments such as water and sewerage, electrical, streets and storm water, as well as escalates emergency service queries to police, ambulance, fire and traffic services. They also perform the function of informing senior management and Council concerning high priority incidents such as shack fires, housing issues, motor vehicle accidents, obstructions, and health hazards. This ensures that decisions regarding expenditure and overtime can be executed and monitored. Complaints are also received via email, website, social media, telephonically and letters and this communication is routed to the relevant sections and personnel to address. Speedy turnaround times and feedback towards clients ensure that they are not disgruntled and have a realistic expectation of when the service will be delivered, its delivery method and how the query will be resolved. This greatly aids in educating the public on how the municipality conducts its operations, how to use the municipality to address issues as well as creating public support. Failure to validate complaints and communicate the reasons for service interruptions can result in discord and protest. The Municipality, with the help of the Western Cape Government, is in the process of developing a Case Management system.

2.13.3 Communication and municipal marketing

The cornerstone of municipal marketing is the quality of service which includes speed of initial response, workmanship of service rendered, duration of address before resolution, feedback to the complainant, professional closure/finishing of the problem addressed. Branding is associated with all types of municipal marketing (logos, uniforms, public engagement, etc.) and as illustrated in the present Communication Strategy, the public do not have a negative perception of services rendered by the municipality, but neither do they have a positive perception of the municipality. Marketing efforts focus upon logo placement, monthly newsletters, social media engagement, media statements, branding, etc. The overarching theme projected with communication is to offer the public easy access to services, information, personnel and complaint resolution.

2.13.4 Communication and international relations

Witzenberg Municipality is open towards establishing mutually beneficial partnerships with international organizations and municipalities aimed at skills development, knowledge sharing, local economic empowerment, and job creation. The municipality regularly conducts meetings with visiting international delegations to discuss aspects of operations and best practice models. Some of these engagements have resulted in twinning agreements offering developmental support to our vulnerable communities.

2.13.5 Communication and investor relations

Witzenberg Municipality consistently markets it service delivery levels and infrastructure in a bid to attract investors to the area through the promotion of its facilities, management, political stability, water and air quality, natural environment, and unskilled and semi-skilled labor force.

2.13.6 Emergency and disaster communication
In the event of an emergency or disaster being declared by the District, Witzenberg Municipality is able to provide communication support together with the District through mechanisms of communications relay to line functions within its competence, able to source landscape and geographical mapping of the area in question, gather inputs from visceral line functions and services, perform communication reports to monitor the situation, act as spokesperson, manage and support media relations, drafting articles/statements and providing photographic evidence of the situation if so required. The Fire Chief Heads Disaster Management.

2.13.7 Financial communication
Witzenberg Municipality engages frequently with the public regarding its expenditure on projects, financial legislation, anti-fraud and corruption mechanisms, the bid and tender processes, through social media and printed collateral. The aim of financial communication is to create transparency regarding our expenditure and asset management. As a municipality our ultimate goal is to comply and, where possible, to exceed the audit standards set forth for local government and maintain our clean audit status. Due to the regulatory nature of financial management, Witzenberg Municipality aims to make this information freely available for the public to access as well as make use of language calibration to ensure that the information disseminated is simple and easily assimilated. This information is available on all platforms.

2.13.8 Electronic communication
Social media is a cost-effective resource used to convey information and is an effective method of relaying municipal communication as many residents are in possession of a cell phone. However, this mode of communication is labor intensive and does not have great penetration in our rural environs due to limited connectivity and access to mobile data/Wi-Fi. We make use of all available means of communication tools to residents to convey urgent updates concerning power outages, water interruptions, road closures, dangerous weather conditions, municipal jamborees, etc. In addition, information is also available on our corporate website. We have requested assistance from the Provincial Government in terms of an updated complaints system and we have been identified as one of the recipients for broadband at our Thusong Centre.

2.13.9 Interpersonal communication
Witzenberg Municipality conducts internal communication with employees from the Municipal Manager's office to promote and convey our organizational policies and procedures to staff through internal newsletters. This newsletter covers employee related information concerning long service awards, retirement, information regarding their salary structures and benefits, births, marriages, deaths, sporting achievements, training and educational accolades, health and safety, anti-fraud strategies and whistle blowing. The communication aimed at employees carries a monthly theme concerning employee wellness to promote better health management and personal welfare. It is also a platform for senior management to engage with employees and relay important information.

2.13.10 Media communication
Witzenberg Municipality creates, promotes, and liaises with local and regional media regarding project and program launches, milestones, municipal issues, local events. We also respond to media queries and requests for statements. All external communication is approved by the Municipal Manager as per his delegation; however, he may appoint spokesperson(s) within the organization at his discretion.

2.13.11 Communication and legislation
Witzenberg Municipality liaises with the public regarding decisions by Council and Portfolio Committees with impact upon local regulations and by-law generation. The municipality often engages with the public for initial commentary and feedback to aid the municipality with their decision-making on issues highlighted by the public. The municipality also performs official communication to residents and businesses concerning contravention of established by-laws and regulations. The municipality always strives to be open, consistent, and transparent regarding legal issues and aims to engage with the parties involved to ensure clarity, mutual understanding and respect of heritage, cultural and religious beliefs, as long as it does not infringe upon the rights of other residents.

2.13.12 Visual communication
Visual communication is pivotal to our Communication Strategy as a large sector of our demography has poor literacy levels and relies upon visual communication to understand municipal messages. Visual communication is performed using correspondence, branding, photographs, marketing collateral, videos, and events. Municipal vehicles are branded with decals which identify them as official conveyances and inspires trust with residents that the work being administered by employees or the information being disseminated by employees is accurate and reliable. It is for this

reason that 'loud hailing' is an effective communication practice to relay urgent notifications to the public in the Witzenberg district. This is highly dependent on time, capacity and available resources.

2.13.13 Communication challenges

The Witzenberg Municipality communicates regularly with its target public, but faces financial challenges which hamper the following areas of our communication initiatives:

- Branding of assets, employees, and infrastructure
- Limited brand collateral available
- Inability to perform outsourced media scanning.
- Development of our intranet, website, and complaints system
- Capacity
- Poor network coverage due to the topography
- Limited to no free Wi-Fi access
- Access to better technology for our communication systems, brand development, feedback mechanisms and reporting
- No access to communication or perception-specific research regarding language usage and message penetration
- Neglect or exclude small pockets of the community which are located in remote, rural environs.

Local government is frequently criticized on their lack of communication and engagement with the community, but although our municipality faces adversity, Witzenberg Municipality is successful in our good governance as we progress each year in this field, due to prioritizing the needs of all our residents; commercial, residential, rural, and informal. Our communities are vocal and hold the municipality accountable for our performance and our areas for improvement in our departments. The reputation of the municipality is that we are approachable and accessible to the public and this is largely because of our frequent interaction with the public, addressing issues raised by the public, admitting fault, limitation where relevant and building a trust relationship with the public based upon reliability and quality services.

2.13.14 Communication milestones

Witzenberg Municipality strive to continuously communicate municipal related information and news to the Witzenberg community in order to promote the Witzenberg Municipality brand, positively influence perceptions of service delivery, as well as the level of satisfaction with services, rating of communication, suggestions for improvement and utilize the most effective communication channel/s. The Communication Strategy will be a guide for all and assist us in communicating effectively with all our communities.

There is regular interaction and communication with members of the public through available channels and in person at the office, in meetings, events, through social media as well as calls and emails. Concerns and complaints are considered, and systems improved to improve communication effectiveness and accommodate all. We are also conducting a general customer satisfaction survey including feedback on the effectiveness of communication methods and intervals. This is available at all municipal offices. We have also upgraded our loud hailing system, which now plays pre-recorded voice messages.

Furthermore, we implemented a series of live radio interviews on a weekly schedule that included all directorate and most sectional heads to inform and educate on basic municipal information, their functions, and activities. Amongst other Fire, Traffic, IDP and the Budgeting Office and Supply Chain Management had radio slots. Witzenberg Tourism also ensures maximum coverage and brand exposure through their marketing strategy, activities, and events and the use of our logo on all marketing material.

CHAPTER 3: SERVICE DELIVERY PERFORMANCE

3.1 Overview of Performance within the Organisation

3.1.1 Introduction

Performance management is prescribed by Chapter 6 of the Municipal Systems Act and the Municipal Planning and Performance Management Regulations, 2001. Regulation 7(1) of the regulations 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 Policy Framework that was approved by Council on 12 April 2024 from the revision approved by Council on 25 July 2018.

The Top Layer SDBIP for 2023/24 was approved by the mayor on the 1st of June 2023. Revisions to the SDBIP Top Layer targets was approved by Council on the 12th of April 2024 and the Adjusted Top Layer SDBIP approved by the mayor on the 16th of April 2024. Below are the considerations in the development of the Top Layer SDBIP:

- Alignment with the IDP, National KPA's, Municipal KPA's and IDP objectives
- Alignment with the budget
- Oversight Committee Report on the Annual Report of 2021/22
- The risks identified during the municipal risk analysis.
- Areas to be addressed and root causes of the Auditor-General management letter, as well as the risks identified during the audit.

Other additional information with regards to performance:

- Functions of the municipality **Appendix D**
- Performance of entities & service providers **Appendix I**
- Service delivery performance at ward level **Appendix F**

3.1.2 Organisational Performance

The organisational performance is monitored and evaluated via the SDBIP. An operating procedure for the management and implementation of the SDBIP has been developed. The operating procedure was work-shopped with the relevant KPI owners and senior management. The procedures can be summarised as follows:

- The Performance Administrator informs the relevant KPI owners, senior management and departmental secretaries of the closure date to submit actuals achieved for the preceding month. By the 10th of each month KPI owners complete the template with their actuals achieved, performance information and evidence. If a specific target was not reached, reasons with corrective measures must be provided.
- The Performance Administrator generate a report from excel and distribute via email to Senior Management for discussion at Senior Management- and Directorate Meetings.
- Results on the Top Layer SDBIP Key Performance Indicators are submitted to the CFO for inclusion in the quarterly Section 52D report that is tabled at Council.
- The quarterly performance report as included in the Quarterly Budget Statement (Section 52D Report), was tabled at Council as follows:
    - 1st Quarterly Budget Statement 24 January 2024
    - 2nd Quarter Budget Statement 24 January 2024
    - Section 72 Midyear report 24 January 2024
    - 3rd Quarterly Budget Statement 16 May 2024

- 4th Quarterly Budget Statement

3.1.3 Individual Performance

Senior Management

The Municipal Systems Act, 2000 (Act 32 of 2000) prescribes that the municipality must enter into performance-based agreements with the Section 57-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 2023/24 financial year were signed on 29 June 2023.

The appraisal of the actual performance in terms of the 2022/23 signed agreements, took place twice per annum as regulated. The final evaluation of the 2022/23 took place on 25 January 2024. The evaluation for 2023/24 will take place after the auditing of the 2023/24 Annual Performance Report and Annual Financial Statements. The appraisals were done by an evaluation panel as indicated in the signed performance agreements and in terms of Regulation 805. The panel included the following people:

- Executive Mayor
- Portfolio Chairperson
- Chairperson of the Performance, Risk and Audit Committee
- Municipal Manager
- Manager: Human Resources
- Chief: Internal Auditor
- Mr. D McThomas, Municipal Manager of Breede Valley Municipality, review of the Municipal Manager
- Ward Councillor included with review of Municipal Manager.

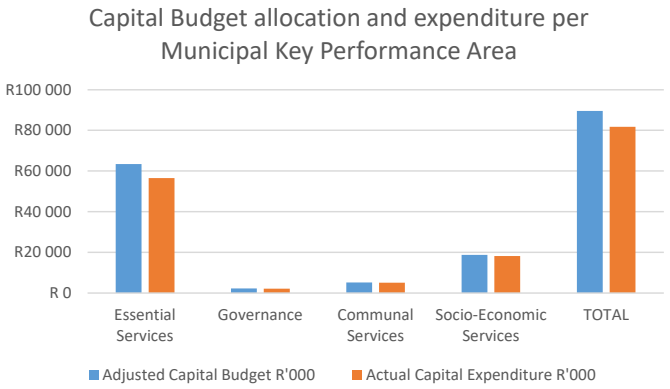
Individual contracts were entered into with all permanent employees, excluding Section 57 employees, as determined by the Municipal Staff Regulations, Regulation 890 of September 2021. Formal assessments are to be performed by December 2024.

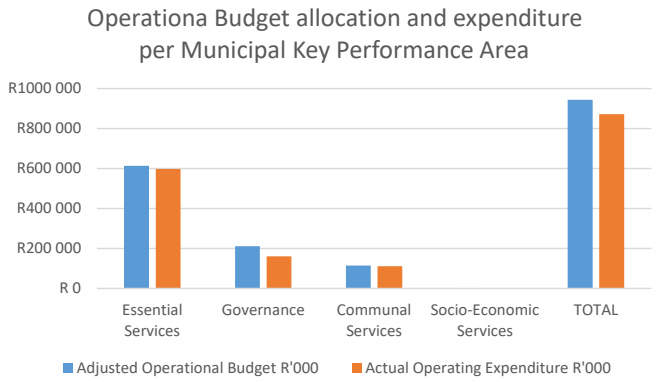
3.1.4 The Integrated Development Plan and the Budget

The Amended 2023/24 IDP was adopted on 30 May 2023, whilst the budget for 2023/24 was approved by Council on the same day. The IDP process and the performance management process are integrated. The IDP fulfils the planning stage of performance management. Performance management, in turn, fulfils the implementation management, monitoring and evaluation of the IDP.

The table below provides an analysis of the budget allocation and expenditure per Municipal Key Performance Area (Operational expenditure excludes internal transfers):

Municipal Key Performance Area	Adjusted Capital Budget	Actual Capital Expenditure	Adjusted Operational Budget	Actual Operating Expenditure
	R'000	R'000	R'000	R'000
Essential Services	R63 451	R56 525	R613 133	R597 188
Governance	R2 273	R2 077	R211 861	R160 475
Communal Services	R5 132	R5 048	R115 261	R111 926
Socio-Economic Services	R18 690	R18 133	R2 961	R1 906
TOTAL	**R89 547**	**R81 784**	**R943 216**	**R871 496**





3.1.5 Strategic Alignment

Municipal Key Performance Area	Strategic Objective	
Essential Services *Direct service delivery such as the provision of water, sanitation, electricity & solid waste removal. Also include roads & storm water management and subsidised serviced sites.*	1.1	Sustainable provision and maintenance of basic infrastructure
	1.2	Provide for the needs of informal settlements through improved services
Governance *Includes human resources, finance management, strategic- and town planning, law enforcement, public participation, fire- and disaster services, policy and Council.*	2.1	Support institutional transformation and development
	2.2	Ensure financial viability
	2.3	To maintain and strengthen relations with international- and inter-governmental partners as well as the local community through the creation of participative structures.
Communal Services *Indirect public services such as community halls, sports fields, open spaces, parks, resorts, swimming pools, environment.*	3.1	Provide and maintain facilities that make citizens feel at home
Socio-Economic Support Services *Non-core/municipal functions that includes subsidised housing (top structures), Local Economic Development- and Social Development support.*	4.1	Support the poor and vulnerable through programmes & policy
	4.2	Create an enabling environment to attract investment and support to the local economy.

3.1.6 Key Performance Indicators in approved 2023/24 Top Layer SDBIP

Municipal Key Performance Area: ESSENTIAL SERVICES

Strategic Objective: 1.1 Sustainable provision and maintenance of basic infrastructure

Ref	Key Performance Indicator	Baseline 21/22	Target 2023/24 (adjusted)	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 24/25	Target 25/26	Target 26/27	Target 27/28	Definitions
TecDir1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the Technical Department	95%	98%	15%	40%	75%	98%	98%	99%	99%	99%	Percentage reflecting year to date spend /preventative- & corrective planned maintenance budget votes of technical department. Maintenance as defined according to mSCOA and excludes emergency corrective maintenance.
TecDir3	% Expenditure on Capital Budget by Technical Directorate	90%	95%	10%	40%	60%	95%	95%	96%	96%	97%	Percentage reflecting year to date spend / Total capital budget less any contingent liabilities relating to the capital budget of the technical directorate. The total capital budget is the council approved adjusted budget at the time of the measurement. Contingent liabilities are only identified at the year end.
WS1.11 (Cir88)	Number of new sewer connections meeting minimum standards	New	210	20	53	60	210	10	12	12	14	The total number of new sewer connections (defined as connections to a flush toilet connected to the sewerage system or a septic tank or a VIP toilet) made by the municipality. This is inclusive of new sewer connections to communal facilities and chemical toilets that meet basic sanitation standards. Only residential.
WS2.11 (Cir88)	Number of new water connections meeting minimum standards	New	170	2	18	20	170	10	12	12	14	Total number of new water connections meeting minimum standards (supply of water is Piped (tap) water inside dwelling/institution, Piped (tap) water inside yard, and/or Community stand: <200 m) by the municipality. This is inclusive of new water connections to communal facilities that meet minimum standards. Only residential
TecWat21	Percentage compliance with drinking water quality standards.	100%	98%	98%	98%	98%	98%	98%	98%	98%	98%	Measure of potable water sample pass rate according to the SANS 241 standard. Average of sample results. Only microbiological results of Escherichia Coli are considered in the measurement. Result should be less than 1 count per 100ml.
EE1.11 (Cir88)	Number of dwellings provided with connections to mains electricity supply by the municipality	New	230	2	221	225	230	10	12	12	14	Number of new residential supply points commissioned and energised by the municipality
FinInc28	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at period end.	13 465	11 873	13 465	13 465	11 873	11 873	13 500	13 550	13 570	13 590	The objective of the KPI is to report on the number of residential properties that have access to the service according to the number of properties billed for the service on the SAMRAS financial system Proxy measure for National Key Performance Indicator.
TecWat20	Percentage unaccounted water losses	14%	18%	18%	18%	18%	18%	17%	17%	16%	16%	Unaccounted-for water (UFW) is the difference between the quantity of water supplied to the municipality's network and the metered quantity of water used by the customers. UFW has two components: (a) physical losses due to leakage from pipes, and (b) administrative losses due to illegal connections and under registration of water meters. The reduction of UFW is a crucial step to improve the financial health and to save scarce water resources.
TecEl37	Percentage unaccounted electricity losses.	10,7%	10,0%	11,0%	10,8%	10,5%	10,0%	10%	10%	10%	10%	Unaccounted-for electricity (UFE) is the difference between the quantity of electricity supplied to the municipality's network and the metered quantity of electricity used by the customers. UFE has two components: (a) Technical losses due to ageing/inadequate networks, and (b) administrative or non-technical losses due to illegal connections and under registration of electricity meters. The reduction of UFE is a crucial step to improve the financial health.
TecRo7	Kilometres of roads upgraded & rehabilitated	0,6	1km	0	0	0	1km	3	3	4	4	This indicator measures the kilometres of new roads constructed, roads upgraded & rehabilitated and resurfaced.

Municipal Key Performance Area: ESSENTIAL SERVICES

Strategic Objective: 1.2 Provide for the needs of informal settlements through improved services

Ref	Key Performance Indicator	Baseline 21/22	Target 2023/24 (adjusted)	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 24/25	Target 25/26	Target 26/27	Target 27/28	Definitions
TecDir2	Number of subsidised serviced sites developed.	529	No target was set for 2023/24 as the servicing of subsidised residential sites is not planned- and budgeted for in 2023/24.					130		50	50	A housing opportunity is incremental access to and or delivery of one of the following Housing products: Incremental Housing which provides a serviced site with or without tenure. A serviced site is being defined as a demarcated site with access to water & sanitation services located adjacent to a road.
TecWat22	Percentage of households in demarcated informal areas with access to a water point (tap)	100%	95%	95%	95%	95%	95%	97%	97%	97%	97%	This indicator reflects the percentage of households in demarcated informal areas with access to a water point (tap). Access are being defined as households within 200m of a water point (tap). Certain taps may however have been vandalised or removed after provision. Excluding areas that was illegally occupied and not part of the municipalities planning initiatives. Proxy for National KPI.
TecSan13	Percentage of households in demarcated informal areas with access to a communal toilet facility.	100%	95%	95%	95%	95%	95%	97%	97%	97%	97%	This indicator reflects the percentage of households in demarcated informal areas with access to a communal toilet facility. Access are being defined as households within 200m of a communal toilet facility. Certain toilets may however have been vandalised or removed after provision. Excluding areas that was illegally occupied and not part of the municipalities planning initiatives. Proxy for National KPI.
TecRef31	Percentage of households in demarcated informal areas with access to a periodic solid waste removal or a skip for household waste.	100%	95%	95%	95%	95%	95%	97%	97%	97%	97%	This indicator reflects the percentage of households in demarcated informal areas with access to a to a periodic solid waste removal or a skip for household waste. Access are being defined as households within 200m of a periodic waste pick-up route or skip for household waste. Certain skips may however have been vandalised or removed after provision. Excluding areas that was illegally occupied and not part of the municipalities planning initiatives. Proxy for National KPI.

Municipal Key Performance Area: GOVERNANCE

Strategic Objective: 2.1 Support institutional transformation and development

Ref	Key Performance Indicator	Baseline 21/22	Target 2023/24 (adjusted)	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 24/25	Target 25/26	Target 26/27	Target 27/28	Definitions
CorpHR13	Percentage budget spent on implementation of Workplace Skills Plan.	93%	96%	10%	35%	60%	96%	96%	96%	96%	96%	A Workplace Skills Plan is a document that outlines the planned education, training and development interventions for the organisation. Its purpose is to formally plan and allocate the budget for appropriate training interventions which will address the needs arising out of Local Governments' Skills Sector Plan, the municipality's strategic requirements as contained in the IDP and the individual departmental staffing strategies and individual employees' PDP's. The WSP shall also take into account the Employment Equity Plan, ensuring incorporation of relevant developmental equity interventions into the plan. Kpi measures percentage expenditure of vote allocated towards training needs as arise from WSP. Proxy for National KPI.
CorpHR12	Report on percentage of people from employment equity target groups employed in the three highest levels of management in the municipality.	4	4 Reports	1	1	1	1	4 Reports	4 Reports	4 Reports	4 Reports	Quarterly reports on the percentage of people from employment equity target groups employed in the three highest levels of management in compliance with the municipality's approved employment equity plan. Quarterly report submitted to Municipal Manager. National Key Performance Indicator.

Municipal Key Performance Area: GOVERNANCE

Strategic Objective: 2.2 Ensure Financial Viability

Ref	Key Performance Indicator	Baseline 21/22	Target 2023/24 (adjusted)	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 24/25	Target 25/26	Target 26/27	Target 27/28	Definitions
FinFAdm10	Financial viability expressed as Debt-Coverage ratio	431	450	350	350	450	450	350	350	350	350	This indicator measures debt coverage as (total operating revenue – operating grants received) / debt service payments due within the year. This means the municipality is able to cover its debt service payments from operating revenue excluding grants number of times. Proxy for National KPI.
FinFAdm9	Financial viability expressed as Cost-Coverage ratio	3,22	2,8	2,8	2,8	2,8	2,8	2,8	2,8	2,8	2,8	This indicator measures: (available cash + investments) / monthly fixed operating expenditure. This indicates that with the available cash the municipality is able to pay its fixed operating expenditure for certain amount of months. Proxy for National KPI.
FinFAdm11	Financial viability expressed outstanding service debtors	69%	60%	60%	60%	60%	60%	60%	60%	60%	60%	These indicator measure service debtors to revenue (total outstanding service debtors / revenue received for services). This means that a % of revenue in the SFP is still outstanding as at year end. Proxy for National KPI.
FinInc15	Percentage revenue collection	91%	93%	93%	93%	93%	93%	94%	94%	95%	95%	This indicator reflects the percentage of revenue collected from service accounts delivered.
MM1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the whole of the municipality.	101%	98%	15%	40%	75%	98%	99%	99%	99%	99%	Percentage reflecting year to date spend /preventative- & corrective planned maintenance budget votes for the whole of the municipality. Maintenance as defined according to mSCOA and excludes emergency corrective maintenance.
MM2	Percentage spend of capital budget for the whole of the municipality.	86%	95%	10%	40%	60%	95%	95%	96%	97%	97%	Percentage reflecting year to date spend / Total capital budget less any contingent liabilities relating to the capital budget. The total capital budget is the council approved adjusted budget at the time of the measurement. Contingent liabilities are only identified at the year end.

Municipal Key Performance Area: GOVERNANCE

Strategic Objective: 2.3 To maintain and strengthen relations with international- and inter-governmental partners as well as the local community through the creation of participative structures.

Ref	Key Performance Indicator	Baseline 21/22	Target 2023/24 (adjusted)	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 24/25	Target 25/26	Target 26/27	Target 27/28	Definitions
MMIDP9	Number of IDP community engagements held.	Changed	14		7		14	14	14	14	14	Bi-annual community engagements as per IDP Process Plan held in each of the 7 towns.
ComSoc49	Number of meetings with inter-governmental partners.	12	12	3	6	9	12	12	12	12	12	Number of Inter-Governmental meetings attended.

Municipal Key Performance Area: COMMUNAL SERVICES

Strategic Objective: 3.1 Provide and maintain facilities that make citizens feel at home.

Ref	Key Performance Indicator	Baseline 21/22	Target 2023/24 (adjusted)	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 24/25	Target 25/26	Target 26/27	Target 27/28	Definitions
ComAm34	Analysis report on customer satisfaction questionnaires on community facilities.	1	1 Report				1 Report	1 Report	1 Report	1 Report	1 Report	This indicator measures the submission of an analysis report on a community survey on community perception and satisfaction in respect of the access to and maintenance of certain community facilities. The survey include at least the provision of questionnaires at certain facilities for customers to complete.
ComDir1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the Community Department.	81%	98%	15%	40%	75%	98%	99%	99%	99%	99%	Percentage reflecting year to date spend /preventative- & corrective planned maintenance budget votes for the Community Department. Maintenance as defined according to mSCOA and excludes emergency corrective maintenance.
ComDir2	Percentage expenditure on Capital Budget by Community Directorate	85%	95%	10%	40%	60%	95%	95%	96%	96%	97%	Percentage reflecting year to date spend / Total capital budget less any contingent liabilities relating to the capital budget of the community directorate. The total capital budget is the council approved adjusted budget at the time of the measurement. Contingent liabilities are only identified at the year end.

Municipal Key Performance Area: SOCIO-ECONOMIC SUPPORT SERVICES

Strategic Objective: 4.1 Support the poor and vulnerable through programmes & policy

Ref	Key Performance Indicator	Baseline 21/22	Target 2023/24 (adjusted)	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 24/25	Target 25/26	Target 26/27	Target 27/28	Definitions
ComSoc41	Number of account holders subsidised through the municipality's Indigent Policy	2867	4500	4500	4500	4500	4500	4400	4300	4300	4300	Refers to the number of account holders subsidised through the municipality's Indigent Policy as at the end of reporting period.
LED2.12	Percentage of the municipality's operating budget spent on indigent relief for free basic services	New	5,0%	1,0%	2,0%	3,0%	5,0%	5,0%	5,0%	4,5%	4,5%	The amount municipal operating budget expended on free basic services to indigent households (R-value) as a percentage of the total operating budget of the municipality for the period. Free Basic Services are understood in terms of water, sanitation, electricity and waste removal services only.
LED1.21	Number of work opportunities created through Public Employment Programmes (incl. EPWP and other related employment programmes)	401	400	100	200	300	400	405	410	410	410	Simple count of the number of short-term work opportunities provided through the municipality by Public Employment Programmes such as Expanded Public Works Programme and other related infrastructure initiatives. EPWP is a nationwide programme covering all spheres of government and SOEs. EPWP projects employ workers on a temporary or ongoing basis with government, contractors, or other non-governmental organisations under the Ministerial Conditions of Employment for the EPWP or learnership employment conditions. The indicator tracks the number of unique work opportunities generated within the quarter, regardless of the duration.
ComSoc 42	Number of engagements with target groups with the implementation of social development programmes.	27	20	5	10	15	20	20	20	20	20	The indicator refers to the number of engagements with target groups for the implementation social developmental programmes and /or initiatives .
ComHS14	Number of housing opportunities provided per year.	No target	140	0	0	0	140	80	80	80	80	A housing opportunity is incremental access to and or delivery of one of the following Housing products: Practically completed Subsidy Housing which provides a minimum 40m² house.
ComHS15	Number of Rental Stock transferred	35	10	0	0	0	10	40	50	50	50	Number of rental stock transferred to approved beneficiaries, using established criteria. Rental stock is being defined as subsidised houses constructed before 1994 (scheme houses) and leased by the municipality to identified and approved beneficiaries.

Municipal Key Performance Area: SOCIO-ECONOMIC SUPPORT SERVICES

Strategic Objective: 4.2 Create an enabling environment to attract investment and support to the local economy.

Ref	Key Performance Indicator	Baseline 21/22	Target 2023/24 (adjusted)	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 24/25	Target 25/26	Target 26/27	Target 27/28	Definitions
ComLed19	Bi-annual report on investment incentives implemented.	4	2 Reports		1		1	2 Reports	2 Reports	2 Reports	2 Reports	Bi-annual report on investment incentives implemented.
ComLed20	Quarterly report on the Small Business Entrepreneurs Development Programme.	4	4 Reports	1	1	1	1	4 Reports	4 Reports	4 Reports	4 Reports	Quarterly report on the Small Business Entrepreneurs Development Programme.
ComLed4	Quarterly report on the implementation of strategies and planned actions as identified in the Witzenberg LED Strategy.	4	4 Reports	1	1	1	1	4 Reports	4 Reports	4 Reports	4 Reports	Progress reports on the implementation of strategies and planned actions as identified in the Witzenberg LED Strategy.
LED3.11	Average time taken to finalise business license applications	New	5 days	2	3	4	5	5	5	5	5	The indicator measures the average number of working days a business owner can expected to wait from the date of submission of a complete business licence application to the date of outcome of licensing decision from the municipality. Business license applications refer to those businesses registering to operate and do business within the municipal area. A 'complete application' refers to the point at which all of the required administrative information has been supplied, allowing the municipality to proceed with the processing. A 'finalised' application refers to an application where the municipality has taken a decision to approve or deny the application. An application is consider finalised at the point of the decision, regardless of the time between the decision and the communication of the application outcome.

3.1.7 National Key Performance Indicators

The Municipal Planning and Performance Management Regulation of 2001 prescribes general key performance indicators in terms of section 43 of the Municipal Systems Act, 2000. Section 43 (2) of the Act determines that key performance indicators set by a municipality must include the general key performance indicators as prescribed.

The general key performance indicators prescribed under section 10 of the regulations are as follows:

a) The percentage of households with access to basic level of water, sanitation, electricity and solid waste removal

b) The percentage of households earning less than R 1 100 per month with access to free basic services

c) 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

d) The number of jobs created through municipality's local economic development initiatives including capital projects

e) 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

f) The percentage of a municipality's budget actually spent on implementing its workplace skills plan

g) Financial viability as expressed by the following ratios:

    a. Debt coverage

    b. Outstanding service debtors

    c. Cost coverage

The abovementioned indicators are included in the municipal Service Delivery and Budget Implementation Plan with additional indicators identified to measure performance under each of the strategic objectives.

The absence of definitions and conceptual clarity on these indicators and the fact that the indicators were not revised over the past 20 years required innovation from the municipality to practically measure these indicators in reliance with current methodologies and the availability of information. MFMA Circular 88, Municipal Circular on Rationalisation Planning and Reporting Requirements, from National Treasury, aims to support the alignment of planning and reporting instruments for a prescribed set of municipal performance indicators. The circular further states: *"The Municipal Systems Act (MSA) and the MFMA require alignment between planning and reporting instruments such as the Integrated Development Plan (IDP), the Service Delivery and Budget Implementation Plan (SDBIP) and the Annual Report. However, there has been some confusion as to the results level that indicators in the SDBIP occupy, particularly in component 3. Quarterly projections of service delivery targets and performance indicators for each vote. This is particularly in relation to the goals and objectives set out over the medium term in the IDP, and how they are measured."*

To ensure the practical measurement of some of these indicators, new indicators were developed that would support and report on the purpose of some of the indicators.

In the paragraphs below an explanation is provided on how and why indicators were developed to support the national indicators and how they are included in the municipal SDBIP.

Inclusion of general key performance indicators in SDBIP

The percentage of households with access to basic level of water, sanitation, electricity and solid waste removal

The indicator is impractical to measure as stated because of the following reasons:

- The percentage of households residing in the Witzenberg as at period end, is unknown as the municipality does not do population counts. The detailed municipal level results of the 2022 Census have not been released yet with the previous Census completed in 2011.
- The municipality provides services only to urban areas and the level of services in the rural areas is unknown. The Census of 2011 indicate 46% of the population residing on farms.
- In certain urban areas such as Prince Alfred's Hamlet and Op-Die-Berg, Eskom provides electricity and therefore the level of electricity provision in these areas is unknown.

The municipality implemented 8 different indicators to measure "access to basic services" in the formal as well as informal areas. The differentiation between formal and informal is necessary as formal areas are usually serviced through established networks between erven after a request for a connection is received. In the formal areas, access to water, sanitation and electricity is measured by using the Circular 88 indicators WS1.11 (nr of sewer connections), WS2.11 (nr of Water connections) and EE1.11 (nr of electricity connections) for the period reported on. Solid waste removal cannot be measured through connections as residential waste is removed on a weekly basis according to a published programme. Each of the 7 towns in Witzenberg is allocated to a specific day when waste is removed. Waste removal is therefore measured through the number of residential properties for which waste is removed and billed for (FinInc28).

The measurement of services in informal areas differs from the above as no official connection processes can be followed as services are not provided through networks to each household. Informal areas are defined as a demarcated

area where households reside on unmarked plots without service networks and roads. In these areas, services are provided through communal facilities such as communal toilets, chemical toilets, stand-alone taps and waste skips. In Witzenberg there are three demarcated informal settlements: Nduli (Ceres), Pine Valley (Wolseley) and Chris Hani (Tulbagh). The access to water and sanitation in these demarcated areas are measured by determining whether the informal structures are all situated within a radius of 200 meters from the communal toilets and taps. In other words, households in the demarcated areas do not have to walk more than 200m to have access to water and a toilet. The target is therefore that 95% of households living in these three demarcated areas are within 200m of a toilet and tap. A google image or GIS image is utilised to count the number of structures within a demarcated area. A structure is being counted as a household. Emphasis is being placed on the demarcation of areas as illegal land grab and squatting has rapidly increased over the past couple of years outside the demarcated areas. These new areas do not have access to the water and sanitation network and communal facilities cannot be provided due to insufficient bulk infrastructure and budgetary constraints. It is also the viewpoint that service delivery would legalise the land occupations and encourage future land grab. Areas not identified as demarcated areas are therefore not included in the measurement. Solid waste removal as is done in the formal areas is also absent as there are no accessible roads for solid waste vehicles. Skips are placed at strategic points and area cleaning operations is undertaken periodically in these three demarcated areas. The percentage of informal households with access to electricity cannot be determined mainly because no formal electrical networks is established and when households can be connected it is through a pre-paid electrical meter that is not aligned with an erf number as is the case with conventional meters. It is also the policy of the Integrated National Electrification Programme not to provide subsidy for electrical connections in informal areas due to amongst others the fire hazard. Subsidies are however provided to subsidised housing projects (RDP). The municipality therefore measure access to electricity in these subsidised housing projects separately in the same format as with formal electricity connections.

The following indicators are applicable for informal areas:

- Provide basic services - Percentage of households in demarcated informal areas with access to a water point (tap) – TecWat22
- Provide basic services - Percentage of households in demarcated informal areas with access to a communal toilet facility. – TecSan13
- Improve basic services - Percentage of households in demarcated informal areas with access to a periodic solid waste removal or a skip for household waste. – TecRef31

The percentage of households earning less than R 1 100 per month with access to free basic services

The number and therefore the percentage of households cannot be determined as explained previously. The amount of R 1 100 is also not applicable anymore and the municipality provide free basic services through its indigent policy to households earning less than R 3 000 per month. The number of account holders that are subsidised through the municipality's Indigent Policy are however measured. If a target is exceeded, it is viewed as a negative as it indicates a decreasing economic situation as well as insufficient budget for indigent support.

The following indicators are applicable:

- Number of account holders subsidised through the municipality's Indigent Policy – ComSoc41

The percentage of a municipality's capital budget spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan.

The following indicators are applicable:

- Percentage spent on capital budget for the whole of the municipality – MM2

The number of jobs created through municipality's local economic development initiatives including capital projects

The following indicators are applicable:

- Number of work opportunities created through Public Employment Programmes (Incl. EPWP and other related employment programmes). – LED1.21 (Circular 88 indicator)

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.

This indicator is also impractical to set a target and to measure. The number of positions that would become vacant during a year cannot be determined beforehand and the appointment of individuals from equity target groups cannot be planned as the applicants is unknown. A report on existing appointments as per the municipality's approved equity plan is compiled on a quarterly basis.

The following indicators are applicable:

- Report on percentage of people from employment equity target groups employed in the three highest levels of management in the municipality – CorpHR12

The percentage of a municipality's budget actually spent on implementing its workplace skills plan

The indicator measures the expenditure of the municipality's budget for implementation of the workplace skills plan

The following indicators are applicable:

- Percentage budget spent on implementation of Workplace Skills Plan – CorpHR13

Financial viability as expressed by the following ratios:

a) **Debt coverage**

b) **Outstanding service debtors**

c) **Cost coverage**

The following indicators are applicable:

- Financial viability expressed as Debt-Coverage ratio – FinFAdm10
- Financial viability expressed as Cost-Coverage ratio – FinFAdm9
- Financial viability expressed outstanding service debtors – FinFAdm11

3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24

Strategic performance of the municipality is measured in terms of the municipality's performance on its key performance indicators (KPI) set in the Top Layer SDBIP. Results rounded for reporting and evaluation purposes.

Actual strategic performance (Top Layer) and corrective measures that will be implemented.

Municipal Key Performance Area: ESSENTIAL SERVICES

Strategic Objective: 1.1 Sustainable provision and maintenance of basic infrastructure

2023/24 ANNUAL RESULTS (Including corrective measures where required)						
Ref	**Key Performance Indicator**	**Unit of Measurement**	**Wards**	**Target/Actual for 2022/23 (Baseline)**	**Target 2023/24**	**Result 2023/24**
TecDir1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the Technical Department	Percentage of budget spent.	All	98%/99%	**98%**	**95%**
Reason for under-performance: An amount of R 500 706 was unspent from the total budget of R 12 869 361. The unspent amount can mainly be attributed to the delay in the appointment of a service provider for road maintenance and subsequent non-performance issues with certain service providers.						
Corrective measures: The non-performance issues has been resolved. The road maintenance contract is a 3-year contract and similar delays in 2024/25 is not expected.						
TecDir3	Percentage expenditure on Capital Budget by Technical Directorate	Percentage of budget spent.	All	95%/88%	**95%**	**92%**
Reason for under-performance: An amount of R 6,3m was unspent from the total budget of R 82,3m. The under expenditure can mainly be attributed to a delay with regards to the design and subsequent procurement process for the Upgrade of the Ceres Electrical Substation. The total expected project cost amounts to R 25m to be completed by June 2025 with R 4,9m budgeted in 2023/24 and the rest in 2024/25. The design had to be adjusted after initial costing estimates resulting in an unspent amount of R 3,5m. The rest of the unspent budget for technical services is distributed over several projects with reasons for underspending including savings on completed projects and non-performance of service providers.						
Corrective measures: The procurement process for the Ceres Substation is underway and is still planned to be completed by June 2025. Unspent 2023/24 will be transferred to 2024/25. Non-performance of certain service providers are being addressed.						
TecWat21	Percentage compliance with drinking water quality standards.	Percentage compliance.	All	98%/100%	**98%**	**100%**
WS1.11 (Cir88)	Number of new sewer connections meeting minimum standards	Nr of new connections	All	New	**210**	**216**
WS2.11 (Cir88)	Number of new water connections meeting minimum standards	Nr of new connections	All	New	**170**	**183**
EE1.11 (Cir88)	Number of dwellings provided with connections to mains electricity supply by the municipality	Nr of new supply points	All	New	**230**	**541**
Reason for over-performance: Implementation of Revenue Enhancement Strategy has resulted in a significant increase in applications mainly because of stricter control over illegal connections.						
FinInc28	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at period end.	Number of properties	All	13 465/13 485* Incl of all properties	**11873**	**11941**
TecWat20	Percentage of unaccounted water losses	Percentage water losses.	All	18%/12%	**18%**	**12%**
TecEl37	Percentage of unaccounted electricity losses.	Percentage electricity losses.	All	10%/10,%	**10%**	**10%**
TecRo7	Kilometres of roads upgraded & rehabilitated	Kilometres of roads	All	2/3,3	**1km**	**5,3km**
Reason for over-performance: Funding shifted from Bulk Water Projects to Road Upgrade projects. Two bulk water projects was planned to be implemented in the latter part of 2024/25 but due to significant increase in tender prices from budgeted funding, the projects had to be withdrawn and prioritised for implementation in respectively 2024/25 and 2025/26. These were approve MIG funded projects and new projects had to be registered because of the increase in costs. The budget for these two bulk water projects was shifted to upgrade of roads project also funded by MIG and therefor more distance of roads could be upgraded.						

Municipal Key Performance Area: ESSENTIAL SERVICES

Strategic Objective: 1.2 Provide for the needs of informal settlements through improved services

2023/24 ANNUAL RESULTS (Including corrective measures where required)						
Ref	**Key Performance Indicator**	**Unit of Measurement**	**Wards**	**Target/Actual for 2022/23 (Baseline)**	**Target 2023/24**	**Result 2023/24**
TecDir2	Number of subsidised serviced sites developed.	Number of serviced plots.	5	N/A	**No target set**	
Note: The construction of subsidised serviced sites was not planned- and budgeted for in 2023/24. The indicator is however included as a 5-year IDP indicator.						
TecWat22	Percentage of households in demarcated informal areas with access to a water point (tap)	Percentage of households	All	95%/100%	**95%**	**100%**
TecSan13	Percentage of households in demarcated informal areas with access to a communal toilet facility.	Percentage of households	All	95%/100%	**95%**	**100%**
TecRef31	Percentage of households in demarcated informal areas with access to a periodic solid waste removal or a skip for household waste.	Percentage of households	All	95%/100%	**95%**	**100%**

NOTE:

The indicators listed above with reference numbers TecWat22, TecSan13 and TecRef31 refers specific to the relevant services which is accessible in the three demarcated informal areas of Nduli, Tulbagh (Chris Hani) and Wolseley (Pine Valley). It is reported that all informal households in these three demarcated areas have access to water and sanitation services which is located within 200m from households.

Also refer to the following paragraphs for more detail on specific service delivery levels:

Water Services – Chapter 3 Paragraph 3.2.4
Sanitation – Chapter 3 Paragraph 3.3.4
Electricity – Chapter 3 Paragraph 3.4.4
Waste removal – Chapter 3 Paragraph 3.5.4

Municipal Key Performance Area: GOVERNANCE

Strategic Objective: 2.1 Support institutional transformation and development

2023/24 ANNUAL RESULTS (Including corrective measures where required)						
Ref	**Key Performance Indicator**	**Unit of Measurement**	**Wards**	**Target/Actual for 2022/23 (Baseline)**	**Target 2023/24**	**Result 2023/24**
CorpHR13	Percentage budget spent on implementation of Workplace Skills Plan.	Percentage of budget spent.	All	96%/82%	**96%**	**97%**
CorpHR12	Report on percentage of people from employment equity target groups employed in the three highest levels of management in the municipality.	Quarterly report	All	4/4	**4 Reports**	**4 Reports**

Municipal Key Performance Area: GOVERNANCE

Strategic Objective: 2.2 Ensure Financial Viability

2023/24 ANNUAL RESULTS (Including corrective measures where required)						
Ref	**Key Performance Indicator**	**Unit of Measurement**	**Wards**	**Target/Actual for 2022/23 (Baseline)**	**Target 2023/24**	**Result 2023/24**
FinFAdm10	Financial viability expressed as Debt-Coverage ratio	Ratio	All	350/1163	**450**	**N/A**
Note:The municipality do not have any loans currently and therefor a ratio can not be determined. The indicator is however included as a national indicator.						
FinFAdm9	Financial viability expressed as Cost-Coverage ratio	Ratio	All	2,8/4,97	**2,8**	**2,8**
FinFAdm11	Financial viability expressed outstanding service debtors	Ratio	All	60%/84%	**60%**	**90%**
Reason for under-performance: Low Collection Rate. Inability of consumers to pay. Non payment culture of consumers						
Corrective measures: Stringent implementation of credit control and debt collection policy, including the implementation of auxiliry payments for defaulters.						
FinInc15	Percentage revenue collection	Percentage revenue collected.	All	93%/93%	**93%**	**90%**
Reason for under-performance: Low Collection Rate. Inability of consumers to pay. Non payment culture of consumers						
Corrective measures: Stringent implementation of credit control and debt collection policy, including the implementation of auxiliry payments for defaulters.						
MM1	Percentage expenditure on the preventative-& corrective planned maintenance budget of the whole of the municipality.	Percentage of budget spent.	All	98%/99%	**98%**	**95%**
Reason for under-performance: An amount of R 513 265 was unspent from the total budget of R 13 416 031. Refer to indicator TecDir1 for detailed explanation.						
Corrective measures: Refer to TecDir1 for detail.						
MM2	Percentage spend of capital budget for the whole of the municipality.	Percentage of budget spent.	All	95%/87%	**95%**	**93%**
Reason for under-performance: An amount of R 6,6m was unspent from the total budget of R 89,7m. Refer to indicator TecDir3 for detailed explanation.						
Corrective measures: Refer to TecDir3 for detail.						

Municipal Key Performance Area: GOVERNANCE

Strategic Objective: 2.3 To maintain and strengthen relations with international- and inter-governmental partners as well as the local community through the creation of participative structures.

2023/24 ANNUAL RESULTS (Including corrective measures where required)						
Ref	**Key Performance Indicator**	**Unit of Measurement**	**Wards**	**Target/Actual for 2022/23 (Baseline)**	**Target 2023/24**	**Result 2023/24**
MMIDP9	Number of IDP community engagements held.	Number of engagements held.	All	14/14	**14**	**14**
ComSoc49	Number of meetings with inter-governmental partners.	Number of meetings attended.	All	12/12	**12**	**14**

Municipal Key Performance Area: COMMUNAL SERVICES

Strategic Objective: 3.1 Provide and maintain facilities that make citizens feel at home.

2023/24 ANNUAL RESULTS (Including corrective measures where required)						
Ref	**Key Performance Indicator**	**Unit of Measurement**	**Wards**	**Target/Actual for 2022/23 (Baseline)**	**Target 2023/24**	**Result 2023/24**
ComAm34	Analysis report on customer satisfaction questionnaires on community facilities.	1 Report	All	1/1	**1 Report**	**1 Report**
ComDir1	Percentage expenditure on the preventative- & corrective planned maintenance budget of the Community Department.	Percentage of budget spent.	All	98%/96%	**98%**	**97%**
Reason for under-performance: An amount of R 8 435 was unspent from the total budget of R 334 542 which are mainly savings distributed over several departments and sections.						
Corrective measures: None required.						
ComDir2	Percentage xpenditure on Capital Budget by Community Directorate	Percentage of budget spent.	All	95%/83%	**95%**	**96%**

Municipal Key Performance Area: SOCIO-ECONOMIC SUPPORT SERVICES

Strategic Objective: 4.1 Support the poor and vulnerable through programmes & policy

2023/24 ANNUAL RESULTS (Including corrective measures where required)						
Ref	**Key Performance Indicator**	**Unit of Measurement**	**Wards**	**Target/Actual for 2022/23 (Baseline)**	**Target 2023/24**	**Result 2023/24**
ComSoc41	Number of account holders subsidised through the municipality's Indigent Policy	Number of account holders.	All	4500/3205	**4500**	**3185**
LED2.12 (Cir88)	Percentage of the municipality's operating budget spent on indigent relief for free basic services	Precentage spend.	All	New	**5%**	**3%**
LED1.21 (Cir88)	Number of work opportunities created through Public Employment Programmes (incl. EPWP and other related employment programmes)	Number of jobs created.	All	New	**400**	**403**
ComSoc42	Number of engagements with target groups with the implementation of social development programmes.	Number of programmes.	All	20/29	**20**	**32**
ComHS14	Number of housing opportunities provided per year.	Number of top structures.	All	No Target	**140**	**150**
ComHS15	Number of Rental Stock transferred	Number of properties transferred.	All	30/22	**10**	**5**
Reason for under-performance: Delay in requesting and receiving RCC from Finance Deptement. Struggle to find the original title deeds from previous service providers and deeds office.						
Corrective measures: Requested current service provider to expidite the process of transfers						

Municipal Key Performance Area: SOCIO-ECONOMIC SUPPORT SERVICES

Strategic Objective: 4.2 Create an enabling environment to attract investment and support to the local economy.

2023/24 ANNUAL RESULTS (Including corrective measures where required)						
Ref	**Key Performance Indicator**	**Unit of Measurement**	**Wards**	**Target/Actual for 2022/23 (Baseline)**	**Target 2023/24**	**Result 2023/24**
ComLed19	Bi-annual report on investment incentives implemented.	Bi-annual Reports	All	4/4	**2 Reports**	**2 Reports**
ComLed20	Quarterly report on the Small Business Entrepreneurs Development Programme.	Quarterly Reports	All	4/4	**4 Reports**	**4 Reports**
ComLed4	Quarterly report on the implementation of strategies and planned actions as identified in the Witzenberg LED Strategy.	Quarterly Reports	All	4/4	**4 Reports**	**4 Reports**
LED3.11	Average time taken to finalise business license applications	Nr of days	All	New	**5 days**	**2 days**

3.2 Water Services

3.2.1 Introduction

All the towns in the Witzenberg municipal area are equipped with independent water services with their own resources, distribution systems and treatment works.

Ceres

The main water source for Ceres is the Koekedouw Dam. Six boreholes serve as a backup source of supply. Water quality from the Koekedouw is good and it is only chlorinated before distribution. Two reservoirs (3 and 5 Ml) serve as storage reservoirs to the 138.8km distribution network, with 4 supply zones (Bella Vista, N'Duli, Ceres main supply zone and Ceres central PRV zone). The network includes 2 X 2 Ml service reservoirs, a booster pump station to the pressure tower (500kl) at Bella Vista, as well as a 750 kl service reservoir, 4.5Ml reservoir and booster pump station at N'Duli. The Koekedouw borehole serves as back-up provision and is equipped.

Tulbagh

Currently, Klein Berg, Moordenaarskloof and Tierkloof serve as the main sources of water supply to Tulbagh. Construction of the Kleinberg pipeline has been completed to provide an additional supply of 1.2 x 10^6m3/annum from the Klein Berg River. The Kleinberg scheme has now been completed with RBIG funding. This includes the construction of a new storage dam with a capacity of approximately 1 200 000m^3, the construction of a rising main and booster pump station. All the water is stored in a 570 Ml raw water dam at present, with the new dam being filled up. Two reservoirs (800 kl and 1 Ml) serve as a clear water storage reservoir to the 41.7km distribution network, with 2 pressure zones. The network includes a booster pump station to the pressure tower (500 kl). A new reservoir for extra storage capacity is planned for 23 / 24 and 24 / 25 financial years.

Wolseley

Wolseley receives its water supply from the Tierhokskloof weir. No storage facility exists and the dependency on the Tierhokskloof River as a sustainable supply without storage has been identified as a critical risk in water provision for growth in Wolseley. The pipeline will be upgraded in the 2024/25 financial year at a cost of R 23 073 146. Purification consists of pressure filters and chlorination. The Ceres Road Reservoir (680 kl) and the 6 Ml Wolseley Reservoir serves as a storage reservoir to the 63.7 km distribution network, with two pressure zones. The network includes a 4.5 Ml services reservoir (Stamper Street Reservoir), which has been resealed to prevent losses, and a booster pump station. An additional pump station with a capacity of 58 l/s was completed during 2010/11 to enable the transfer of "lei" water during periods of low flow, from the Artois Canal to this reservoir. The project also allows for treatment at the reservoir.

Prince Alfred's Hamlet

Prince Alfred's Hamlet has four water sources. They consist of the Wabooms River Weir, a fountain, 1 borehole and a supply line from the Koekedouw Dam. Due to the quality of the raw water, only chlorination is required. Four 500 kl reservoirs serve as storage reservoirs to the 43.3 km distribution network, with only 1 pressure zone.

Op-die-Berg

Op-die-Berg has three water sources, a fountain and 2 boreholes. Due to the quality of the water, only chlorination is required. A 50kl, 60kl and 500kl reservoir serve as storage reservoirs to the 7.6km distribution network, with only 1

pressure zone. The new storage reservoir for Op-die-Berg has been completed to ensure adequate storage capacity, as well as meeting the peak demands of the town. Construction will be completed in 23 / 24 financial year.

3.2.2 Highlights

Highlights	Description
Upgrading & replacement of infrastructure	Completion and approval of Water Safety Plans Completion of the Kleinberg rising main and booster pump station. Completion of 500kl Op Die Berg reservoir. Completion of Vredebes bulk water connector.

3.2.3 Challenges

Challenges	Description
Personnel shortage	Number of vacant positions
Budget	Limited budget for infrastructure refurbishment, upgrade and replacement of vehicles and out-dated equipment.
Vandalism	Vandalism at various water reservoirs and pump-stations and infrastructure is a great concern.

3.2.4 Water Service Delivery Levels

Total use of water by sector (cubic meters)

Year	All	Unaccountable water losses	Percentage losses
	Cubic meters		
2014/15	7 079 144	1 463 304	20.7%
2015/16	6 088 276	962 345	16%
2016/17	6 508 218	1 259 772	19.36%
2017/18	5 835 602	1 090 102	17.9%
2018/19	6 408 893	1 136 219	17,7%
2019/20	6 708 325	1 008 621	15%
2020/21	7 187 597	870 884	12%
2021/22	6 937 365	965 175	13.9%
2022/23	6 533 253	767 574	11.75%
2023/24	6 850 763	813 218	11.87%

Water losses slightly increased from 11.75% in the 2022/23 to 11.87% in the 2023/24 financial year and this volume remains within the target set for the financial year. Management processes are, however, on-going to reduce the rate of water losses even further.

The table below specifies the different water service delivery levels per household for the financial years 2021/22, 2022/23 and 2023/24: Note that the “piped water inside dwelling” figure constitutes the number of accounts and is not a true reflection of the number of households. Other figures represent households. These figures exclude rural areas.

Description	2021/22	2022/23	2023/24
	Actual	Actual	Actual
Household			
***Water:* (above minimum level)**			
Piped water inside dwelling (accounts)	12 972	12 987	12 979
Piped water inside yard (but not in dwelling) (accounts)			
Using public tap (within 200m from dwelling) (households)	5 610	6 640	8 141
Other water supply (within 200m)	0	0	0
Minimum Service Level and Above Sub-total	**18 582**	**19 627**	**21 120**
Minimum Service Level and Above Percentage	**100%**	**100%**	**100%**
***Water:* (below minimum level)**			
Using public tap (more than 200m from dwelling)	0**	0**	0**
Other water supply (more than 200m from dwelling	0	0	0
No water supply	0	0	0
Below Minimum Service Level Sub-total	**0**	**0**	**0**
Below Minimum Service Level Percentage	**0%**	**O%**	**0%**
Total number of households (formal and informal)	**18 582**	**19 627**	**21 120**
**Formal households calculated based on accounts issued (excluding informal households which is actual households). Where figures are less than previous year it is mainly due to the closure of accounts on unregistered erven.*			
*** Households outside demarcated areas are not officially provided with a service. The construction of serviced sites in the area were planned for over the long term as all planning and funding for the next 3 years is focused on the Vredebes development at Ceres. In some cases, private connections occur for distribution.*			

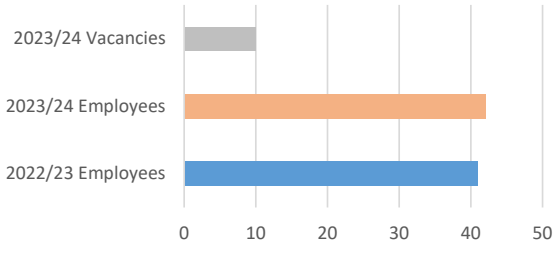
3.2.5 Service Delivery Indicators: Water Services

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- TecWat21 Percentage compliance with drinking water quality standards
- WS2.11 Number of new water connections meeting minimum standards
- TecWat20 Percentage of unaccounted water losses.
- TecWat22 Percentage of households in demarcated informal areas with access to a water point

3.2.6 Employees: Water & Sanitation Services

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	19	11	3
4 - 6	10	19	3
7 - 9	3	4	2
10 - 12	6	5	2
13 - 15	2	2	0
16 - 19	1	1	0
TOTALS	**41**	**42**	**10**



3.2.7 Capital Expenditure: Water Services

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
Network- Water Pipes & Val	R100 000	R100 000	R100 000	100%	R100 000
Tulbagh Reservoir	R2 700 827	R225 000	R224 498	100%	R15 000 000
Op-Die-Berg Reservoir	R2 680 669	R4 785 431	R4 766 431	100%	R4 800 000
Plant & Equipment	R0	R200 000	R206 673	103%	R206 673
Tierhokskloof bulk pipeline	R10 919 809	R652 000	R649 671	100%	R21 000 000
Plant & Equipment	R0	R24 000	R24 000	100%	R24 000
Vredebes bulk water pipelir	R0	R1 600 000	R1 596 590	100%	R1 596 590
Tulbagh Dam	R0	R3 012 651	R2 857 453	95%	R27 000 000
		R10 599 082	**R10 425 315**	**98%**	

3.3 Wastewater Services (Sanitation)

3.3.1 Introduction

Ceres

Sewerage and industrial effluent are collected from consumers via a sewerage system which is treated at the Ceres Wastewater Treatment Plant. The Plant services the areas of Ceres, N'Duli, Bella Vista and Prince Alfred's Hamlet. The sewerage system includes 9 booster pump stations. A portion of the treated effluent is used for irrigation on communal land, sport fields and the golf course.

Tulbagh

Sewerage is collected from consumers via a sewerage system and treated at the Tulbagh Wastewater Treatment Plant. The sewerage system includes 3 booster pump stations. Treated effluent is partially discharged to a river, under an existing licence and the rest is used for irrigation in Church Street and local sport fields.

Wolseley

Sewerage is collected from consumers via a sewerage system and treated at the Wolseley Wastewater Treatment Plant. The sewerage system includes 6 booster pump stations. Mechanical and civil upgrades to the plant are planned to ensure that the plant performs at an optimum level and to ensure compliance with national standards.

Prince Alfred's Hamlet

A significant volume of sewerage generated at Prince Alfred's Hamlet is pumped for treatment to the Wastewater Treatment Works (WWTW) in Ceres. Three pump stations are used for this purpose. Several erven still use private septic tank systems to deal with the sewerage. These septic tanks are emptied by the municipality on request.

Op-Die-Berg

At the town of Op-Die-Berg, 75% of the consumers are connected to a sewerage network and treated at the WWTW. The rest are managed through private septic tanks. Septic tanks are emptied by the municipality on request. Upgrades to the WWTW have been completed to ensure adequate capacity, as well as efficient and effective treatment of the wastewater.

All the towns within Witzenberg have attained Green Drop status with the latest assessment and have also scored nationally within in the top ten rankings.

3.3.2 Highlights

Highlights	Description
New Infrastructure & upgrades	Security Upgrades at Sewer PS's

Highlights	Description
	Investigation and preliminary design completed for Wolseley WWTW Upgrades: - Phase1 completed. - Phase 2A in tender stage. Wastewater Risk Abatement Plans completed and approved by Council. Replacement of Fabriekstreet, Ceres sewer line. Refurbishment of Pumpstation 4, Ceres.

3.3.3 Challenges

Challenges	Description
Personnel shortage	Number of vacant positions
Budget	Limited budget for infrastructure refurbishment, upgrade and replacement of vehicles and out-dated equipment.
Vandalism	Vandalism challenges at various sewer pump stations and WWTW's

3.3.4 Wastewater (Sanitation) Service Delivery Levels

The table below specifies the different sanitation service delivery levels per households for the financial years 2021/22, 2022/23 and 2023/24.

Note that the "flushed toilet" figure constitutes the number of accounts and is not a true reflection of the number of households. Other figures represent households. These figures exclude rural areas.

Description	2021/22	2022/23	2023/24
	Actual	Actual	Actual
Household			
***Sanitation:* (above minimum level)**			
Flush toilet (connected to sewerage) (accounts)	*12 955	*13 038	*13 007
Flush toilet (with septic tank) (nr. of erven)	717	717	717
Chemical toilet (only indicate nr of toilets, not included in calculation)	58	77	114
Pit toilet (ventilated)	0	0	0
Other toilet provisions (above minimum service level) (households – informal areas)	5 610	6 640	8 141
Minimum Service Level and Above Sub-total	**19 340**	**20 472**	**21 865**
Minimum Service Level and Above Percentage	**100%**	**100%**	**100%**
***Sanitation:* (below minimum level)**			
Bucket toilet	0	0	0
Other toilet provisions (below minimum service level)	0	0	0
No toilet provisions	**0	**0	**0
Below Minimum Service Level Sub-total	**0**	**0**	**0**
Below Minimum Service Level Percentage	**0%**	**0%**	**0%**

Description	2021/22	2022/23	2023/24
	Actual	Actual	Actual
Household			
Total number of households (formal and informal)	**19 340**	**20 472**	**21 865**
**Formal households calculated based on accounts issued (including serviced sites but excluding informal households which is actual households). Where figures are less than previous year it is mainly due to the closure of accounts on unregistered erven.*			
*** Households outside demarcated areas are not officially provided with a service. The construction of serviced sites in the area were planned for over the long term as all planning and funding for the next 3 years is focused on the Vredebes development at Ceres. In some cases, private connections occur for distribution.*			

3.3.5 Service Delivery Indicators: Wastewater (Sanitation)

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- WS1.11 Number of new sewer connections meeting minimum standard.
- TecSan13 Percentage of households in demarcated informal areas with access to a communal toilet facility.

3.3.6 Capital Expenditure: Wastewater (Sanitation)

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
Sewer Network Replacemer	R100 000	R1 262 375	R1 262 374	100%	R1 262 374
Toilets for Informal Settlem	R0	R1 031 194	R837 011	81%	R837 011
Generators	R0	R2 569 926	R2 569 836	**100%**	R2 569 836
		R4 863 495	**R4 669 221**	**96%**	

3.4 Electricity

3.4.1 Introduction

The National Energy Regulator (NERSA) was established to be the custodian and enforcer of the National Electricity Regulatory Framework. NERSA provides the framework for licenses, power generation, transmission, distribution and trading in South Africa.

The upgrading and provision of bulk infrastructure is mainly guided by the implementation of low-cost and private developments and industry.

All erven within the boundaries of Witzenberg Municipality have access to electricity. ESKOM supplies electricity to Op-die-Berg, Prince Alfred Hamlet and the rural areas inclusive of the adjacent low-cost housing. The municipality has a license to reticulate electricity to all other developed areas. All qualifying and identified indigent households receive free basic water and electricity as per national government policy. However, servicing informal settlements with electricity is a continuous struggle.

The Electricity Master Plan for Ceres, Wolseley and Tulbagh was updated in the 2022/23 financial year with MER funding from Western Cape Government. It includes a condition assessment of the major network components, information that is considered critical when determining future budget requirements.

Local government plays an integral role in the provision of electricity. Section 153 of the Constitution places the responsibility on municipalities to ensure the provision of services to communities in a sustainable manner for economic and social support.

3.4.2 Highlights

Highlights	Description
Initiated a Revenue Enhancement program that directly addresses the issue of illegal connections and theft of electricity	Consistency of supply and increased revenue
Improved the safety and security of the community by upgrading many streetlights with the new LED lights and installed improved lighting in high-risk areas as identified by the public.	Safety and Security
Installed Pepper Spray and Alarms in numerous substations to ensure enhanced safety and security of Municipal property.	Safety and Security
Upgrade of the Power Factor Correction (PFC) Unit at Bon Chretien substation for improving power factor.	Power quality improvement
Reconstruction of the fully vandalized Vredebes substation	Safety
Initiated an upgrade of the dilapidated Power station- work in progress	Safety
Initiated an Environmental Impact assessment for a Solar PV Plant that's currently being investigated in Ceres.	Alternative energy adoption

3.4.3 Challenges

Challenges	Description
Vandalism and Copper theft	This scourge has shown a nationwide surge and is resulting additional costs, loss of revenue and non-consistency of supply
Load shedding	Besides the negative effect on the economy of Witzenberg, this is enabling even more theft and vandalism
Exceeded Notified Maximum Demand,	**Ceres:** 5 MVA increase applied for in 2019 and additional 1MVA applied for in 2022. To this date, this additional capacity has not been granted by Eskom. Development in Ceres remains on halt due to Eskom's Romans River 132kV upgrade, which moved from 24/25 to 27/28. **Wolseley:** The town is currently running at its NMD. 2,5MVA increase application was submitted to Eskom to no success. According to Eskom, their 5-year budget plan currently does not accommodate Wolseley's transformer upgrade, which then translates to no additional capacity available for the town. **Tulbagh:** The town is also running at its NMD. An additional 2MVA has since been applied for in 2023, anticipated to be in 2024 still.
Availability of vehicles	An aging fleet results in some vehicles spending extended periods in the workshop. Spares availability and reliability is an added extenuating challenge. This tends to affect daily operations and turnaround times.
Filling of vacant posts	Some posts remain vacant for extended periods before filling, but this is currently being addressed
Aging Electrical Network	Much of the existing electrical network exceeds its useful life and is even considered hazardous to operate in some instances. The new Master plan has identified the hazardous equipment which has since been prioritized for replacement.
Recapitalization of the Electrical Network	Available funding to replace aging equipment is always a challenge within the Municipal environment, but with heightened awareness, this will be addressed.

Major Towns	Notified Maximum Demand (NMD)	Maximum Demand Growth (NMD) from previous year	Maximum Demand Peak (NMD)
Ceres	36,5MVA (Additional 5 MVA applied for in 2019 and additional 1MVA in 2022)	+0.29 MVA	36.21 MVA
Wolseley	5.2MVA	+ 0.4 MVA	4.80 MVA

Major Towns	Notified Maximum Demand (NMD)	Maximum Demand Growth (NMD) from previous year	Maximum Demand Peak (NMD)
Tulbagh	4.5MVA (additional 2MVA applied for in 2023)	+ 0.12 MVA	4.62 MVA

The energy losses were measured at 10.3% for 2023/24 which is a decrease from the 10.5% in the previous year and this is attributed to the Revenue Enhancement program that targets illegal electrical connections and electricity theft.

3.4.4 Electricity Service Delivery Levels

Description	2021/22	2022/23	2023/24
	Actual	Actual	Actual
Household			
***Energy:* (above minimum level)**			
Electricity (at least minimum service level - accounts)	2 103	1 610	2 109
Electricity - prepaid (minimum service level)	10 924	11 581	12 569
Minimum Service Level and Above Sub-total	**13 027**	**13 191**	**14 678**
Minimum Service Level and Above Percentage	**100%**	**100%**	**100%**
***Energy:* (below minimum level)**			
Electricity (< minimum service level)	0	0	0
Electricity - prepaid (< min. service level)	0	0	0
Other energy sources	0	0	0
Below Minimum Service Level Sub-total	**0**	**0**	**0**
Below Minimum Service Level Percentage	**0%**	**0%**	**0%**
Total number of households (formal and informal)	**13 027**	**13 191**	**14 678**

**The below minimum service level cannot be determined as the number of pre-paid meters installed in informal areas is unknown. Therefor it cannot be determined the number of households in informal areas without electricity. Dept. of Energy does not fund these connections if households are not on a formalised plot. Where figures are less than previous year it is mainly due to the closure of accounts on unregistered erven.*

3.4.5 Electricity Service Delivery Indicators

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- EE1.11 Number of dwellings provided with connections to mains electricity supply by the municipality.
- TecEl37 Percentage of unaccounted electricity losses

3.4.6 Electricity Service: Employees

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	16	12	3
4 - 6	7	11	1
7 - 9	5	3	1
10 - 12	4	7	1
13 - 15	5	0	1
16 - 19	1	1	0
TOTALS	**38**	**34**	**7**



3.4.6 Electricity Service: Capital Expenditure

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
MV Network Equipment	R100 000	R900 000	R819 917	**91%**	R819 917
MV Substation Equipment	R0	R1 500 000	R1 500 000	**100%**	R1 500 000
Upgrade of LV Network Cab	R0	R500 000	R560 944	**112%**	R560 944
Upgrade of MV Cables	R0	R1 000 000	R1 000 000	**100%**	R1 000 000
Electrical Network Refurbis	R0	R1 000 000	R1 000 000	**100%**	R1 000 000
Fencing Tulbagh Deport	R2 000 000	R2 556 470	R2 228 469	**87%**	R5 200 000
Upgrade of Streetlights	R0	R500 000	R500 000	**100%**	R500 000
Vredebes 150 houses elect	R0	R1 037 246	R1 037 246	**100%**	R1 037 246
Upgrade Ceres Substation	R0	R4 918 314	R1 373 150	**28%**	R21 000 000
Upgrade on electrical netw	R1 000 000	R1 000 000	R799 923	**80%**	R799 923
		R14 912 030	**R10 819 650**	**73%**	

3.5 Waste Management (Collection, Disposal, Recycling & Cleaning)

3.5.1 Introduction

The Witzenberg Integrated Waste Management (IWM) Plan is a statutory requirement of the New National Environmental Management: Waste Act 2008 (Act No. 59 of 2008) which came into effect on 1 July 2009. This Act aims to transform waste management, collection and disposal to a sustainable practice focusing on waste avoidance and environmental sustainability. The primary objective of IWM planning is to integrate and optimize waste management, in order to maximise efficiency and to minimise the associated environmental impact, financial cost and to improve the quality of life of all residents within Witzenberg Municipality.

A Witzenberg Integrated Waste Management Plan was developed for 2022 to 2025 and was endorsed by MEC Local Government. Witzenberg conducts refuse removal through curb-side collection on a weekly basis to address 100% of the domestic waste generated. A standard collection plan in the form of a Refuse Collection Schedule, is being implemented where collection in each town takes place on separate specified days.

Waste Management Services rendered In Witzenberg include:

- Two bag waste collection system, i.e black bag and green bag
- Quarterly issuing of black- and green bags to all residents of WM
- Curb-side collection of waste from formal households, businesses and in informal settlements
- Public awareness and education – done by Waste Ambassadors and Permanent staff
- Waste disposal done at Prince Alfred Hamlet Landfill Site as the only fully operational site, out of the 5 licenced landfill sites in WM
- Cleaning of streets and regular emptying of skips (garden refuse)

- Provision and cleaning of public toilets in Central Business Districts
- After hours teams from 16h00 to 20h00 to clean main routes in CBD area of all towns in Witzenberg
- Material Recovery Facility (MRF) located in Ceres, processes recyclables
- Drop Off Facility at Wolseley accepts recyclables, builders' rubble, and garden waste, dropped off by residents.

Waste management activities are monitored in terms of licence requirements, where relevant, and this includes External Audits being conducted by outsourced, independent specialists in the field.

The National Waste Management Strategy (NWMS) is a legislative requirement of the National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008), the "Waste Act". The purpose of the NWMS is to achieve the objects of the Waste Act. Organs of state and affected persons are obliged to give effect to the NWMS. In compliance with its stipulations regarding waste minimization:

- Curb-side recycling collection service rolled out in Ceres and Prince Alfred Hamlet. This service will eventually be rolled out in all towns.
- Materials Recovery Facility is fully operational
- Separation at source encouraged by issuing clear bags to households that would like to separate their waste at source
- Each filled bag collected is replaced with a new clear bag to fill up for the next round of collection
- Incentive to municipal account holders (approved tariff as a discount) is offered for each bag of recyclables dropped off at the Drop Off/ MRF
- Construction of an additional Drop Off is underway in Tulbagh

All of the above aims to create an enabling environment for the community of Witzenberg to minimize the volume of waste entering our landfill.

3.5.2 Highlights

Highlights	Description
Materials Recovery Facility is fully operational	Processing all recyclable material, thus minimizing waste to landfill
Appointed Waste Ambassadors in wards 7 & 5 from Pine Valley	Do awareness and education from door to door, cleaning of open spaces, around recycling and greening of open spaces.
Drop –off Facility at Wolseley	Serves residents of Wolseley in accepting recyclables, garden waste and builders' rubble
Construction of Tulbagh Drop Off is underway	Will serve residents of Tulbagh in accepting recyclables, garden waste and builders' rubble
Fence installed at Prince Alfred Hamlet Landfill Site	Access control made possible at the site, addressing risks encountered
New Hooklift Truck purchased	Utilized in operations at the MRF
New Front End Loader purchased	Utilized in area cleaning and landfilling operations

3.5.3 Challenges

Challenges	Description
Old fleet of Compactors and Tipper trucks.	Collection time extended working hours during breakages.
Regional Landfill Site in Worcester	Additional costs involved
Non-compliance of landfill sites	High rehabilitation costs of landfills
Vacancies	Vacancies needs to be funded and filled

3.5.4 Waste Management - Service Delivery Levels

The table below indicates the different waste management (refuse collections, waste disposal, street cleaning and recycling) service delivery standards of the municipality:

Description	2021/22	2022/23	2023/24
	Actual	Actual	Actual
Household			
***Refuse removal:* (above minimum level)**			
Removed at least once a week (accounts)	13 463	13 486	13 548
Removed at least once a week or through periodic cleaning programmes (households in informal settlements)	5 610	6 640	8 141
Minimum Service Level and Above Sub-total	**19 073**	**20 126**	**21 689**
Minimum Service Level and Above Percentage	**100%**	**100%**	**100%**
***Refuse removal:* (below minimum level)**			
Removed less frequently than once a week	0	0	0
Using communal refuse dump	0	0	0
Using own refuse dump	0	0	0
Other rubbish disposal	0	0	0
No rubbish disposal	0	0	0
Below Minimum Service Level Sub-total	**0**	**0**	**0**
Below Minimum Service Level Percentage	**0%**	**0%**	**0%**
Total number of households (formal and informal)	**19 073**	**20 126**	**21 689**

Note: Rubbish bags is distributed in informal areas and collected weekly, according to a publicised programme with a periodic cleaning service

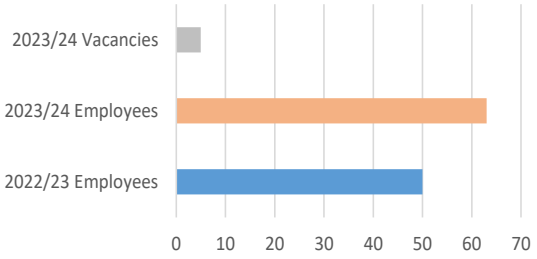
3.5.5 Waste Management - Service Delivery Indicators

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- FinInc28 Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at period end.
- TecRef31 Percentage of households in demarcated informal areas with access to a periodic solid waste removal or a skip for household waste.

3.5.6 Waste Management - Employees

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	38	39	3
4 - 6	8	7	2
7 - 9	4	15	0
10 - 12	0	1	0
13 - 15	0	0	0
16 - 19	0	1	0
TOTALS	**50**	**63**	**5**



3.5.6 Waste Management – Capital Expenditure

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
Fencing Landfill site	R3 000 000	R4 517 500	R4 301 035	95%	R5 600 000
Drop-offs Transfer stations	R6 000 000	R2 281 686	R1 684 754	74%	R6 000 000
Waste Management Vehicle	R5 047 826	R7 214 131	R7 179 885	100%	R7 179 885
Furniture and office equipe	R0	R256 457	R225 477	88%	R225 477
		R14 269 774	**R13 391 150**	**94%**	

3.6 Housing

3.6.1 Introduction

Phase F1, Vredebes, which consists of 635 serviced plots was completed at a total value of R 35m. The 1st Phase to construct houses in Vredebes has started in 2019.

The first houses were handed over by the MEC for Housing in December 2019 and in total 229 houses were completed by end of June 2020. All houses handed over and occupied by 14 December 2020. The 1st phase of houses consists of 600 top structures were planned to be built at 200 per year but due to constrains in providing electricity the building of houses was stopped.

In 2023/24 financial year additional funding were received for the building of 150 ABT houses in conjunction with electricity availability. The building of these houses started end of October 2023 with completion end June 2024.

3.6.2 Highlights

Highlights	Description
150 ABT houses were out of the outstand 371 houses completed as part of the original 600 houses	150 ABT Houses completed end June 2024
Approval of the UISP Project for 188 sites in Nduli	Planning money made available to the amount of R 1m by DoHS. Layout for the project has been completed but could not continue because of Phase H in Vredebes that was stopped because of the electricity supply which ESCOM cannot provide. The process of decanting cannot start because of no alternative land available, we however start with allocation and moving of 11 families to Vredebes who stayed in Mooiblom where the 188 sites need to be developed.
Money received for building of 150 ABT houses as part of already approved project in Vredebes.	150 ABT Houses completed but not all handed over, ABT concept includes making use of special bricks and for the first these houses were also equipped with solar geysers.

3.6.3 Challenges

Challenges	Description
Selling and renting of RDP houses	Beneficiaries are in desperate need for money, and this is a way to generate an extra income. Sales are made illegally without houses being transferred which hampers the transfer processes because in some case the beneficiaries who received the subsidy are gone or deceased. No definite guidelines from the DoHS which must enforce the pre-emptive right
Transfer of rental stock	Outstanding debts of tenants to get rates clearance. Unforeseen documents needed by attorneys to expedite the registration process e.g. registration of mother erven and lost original title deeds. Huge backlog at Deeds Office.
Emergency housing for evictees (private and farm workers)	Emergency camps are planned as part of the Vredebes Housing Development, but no immediate solution available because of project funding for bulk infrastructure which will take ± 3 years to be completed depending on additional fund allocations. Planned Incremental Housing Concept needs to be approved by National Housing Department.
Immigration control in informal settlements. Increased illegal invasion of land in Wolseley and unfortunately, we have no control because these structures are erected overnight and over weekends when the no personnel is on duty and eviction through the court process costly and lengthy.	A response team need to be budgeted for and advertised via the tender process. Existing Community Committees needs to be co-operative. A "breakdown & monitoring team" consisting out of 5 temporary workers has been appointed to assist the housing officials and law enforcement with controlling illegalities in the informal settlements.
GAP housing opportunities need to be increased because of household incomes rising on a yearly basis	The income band between R3 501 – R22 000 who is potential beneficiaries for GAP market do not qualify so easily for a bank loan although linked to the FLIPS subsidy because of their credit worthiness. The policy changed in 2018 to allow beneficiaries to make use of the pension funds as a warrantee to qualify for a bond or bank loan.
Vandalism of communal toilets in informal settlements	Constant or daily vandalism of communal toilets during the night and over weekends. Although community committees exist, we still have no control over the vandalism, and this is causing huge expenses to the maintenance budget of the Housing Section.
Influx of illegal residents and foreigners to the informal settlements	Constant growth of informal settlements, structures going up over weekends and during the nights when law enforcement staff are not on duty. People coming in to work as seasonal workers on farms and simply stays when season is over. Rapid increase of illegal structures and unfortunately no control and assistance or support from local community.
Nduli Community expectations	Uproars in terms of claims made that Vredebes Development belongs to Nduli Residents only.
Current Vredebes Project stalled and the further development of Nduli	Inability of ESCOM to provide electricity and no timelines provided

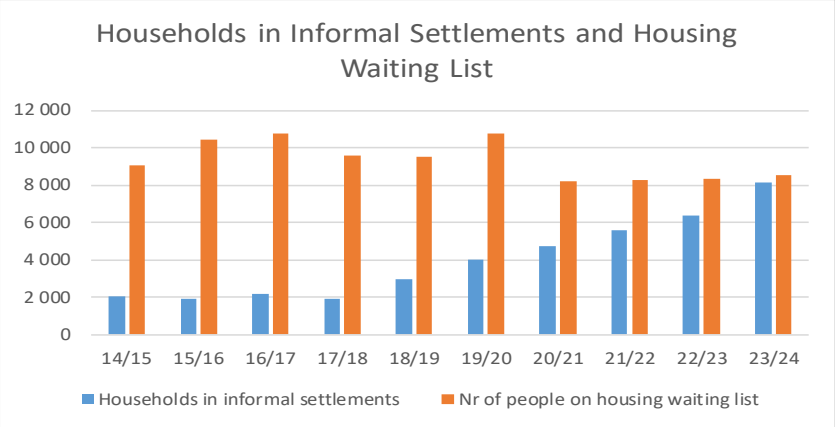
3.6.4 Housing Service Delivery Levels

Financial Year	*Nr of households in formal dwellings	*% of households in formal dwellings	Households in informal settlements	Nr of people on housing waiting list	% Housing waiting list increase (decrease)
2014/15		86.7%	2 077	9 065	(3.75) %
2015/16			1 945	10 421	14.96%
2016/17	29 969	83.3%	2 200	10 736	3%
2017/18	27 295	86.8%	1 942	9 568	(10%)
2018/19	29 969	83.3%	2 967	9 546	0%
2019/20	30 000e	87%	4 027	10 774	13%

Financial Year	*Nr of households in formal dwellings	*% of households in formal dwellings	Households in informal settlements	Nr of people on housing waiting list	% Housing waiting list increase (decrease)
2020/21	30 000e	87%	4 756	8 181	(25%)
2021/22	27 866	85%	5 610	8 300	1.4%
2022/23	28 665	87%	6 398	8 360	0.7%
2023/24	22 998*	88%	8 141	8 505	1,7%

** Witzenberg Socio-Economic Profile (Western Cape Government) Including rural areas*

The decrease is due to the inclusion of the 2022 Census figures. It is the view of the municipality that a major undercount was the reason for the decrease in population.



A summary of houses constructed, and sites serviced under the subsidisation programme includes:

Financial year	Allocation (Budget)	Amount spent	% spent	Number of houses built	Number of sites serviced
	R'000	R'000			
2014/15 (Capital)	34 885	34 885	100%		470
2014/15 (Operational)	15 017	15 017	100%	42	
2015/16 (Capital)	28 930	27 449	94%		763
2015/16 (Operational)	0	0	0%	0	
2016/17 (Capital)	7 711	7 522	98%		0
2016/17 (Operational)	24 963	24 264	97%	200	
2017/18 (Capital)	7 155 472	7 155 472	100%		In process
2017/18 (Operational)	15 573 699	12 643 351	81%	107	
2018/19 (Capital)	26 163 613	26 163 613	100%		635
2018/19 (Operational)	12 098 000	12 098 000		30	
2019/20 (Capital)	0	0			0
2019/20 (Operational)	29 000 000	23 982 171	83%	199	
2020/21 (Capital)	26 507 700	26 507 700	100%		In process
2020/21 (Operational)	11 606 000	4 469 000	39%	0	
2021/22 (Capital)	4 125 138	4 125 138	100%		529
2021/22 (Operational)	19 268 708	430 900	2%	0	

Financial year	Allocation (Budget)	Amount spent	% spent	Number of houses built	Number of sites serviced
	R'000	R'000			
2022/23 (Capital)	0	0	N/A		
2022/23 (Operational)	0	0	N/A		
2023/24 (Capital)					
2023/24 (Operational)	30 000 000	29 850 000		150	

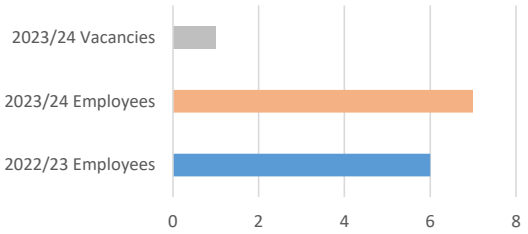
3.6.5 Service Delivery Indicators: Housing

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- TecDir2 Number of subsidised serviced sites developed. (No target set for 2023/24)
- ComHS14 Number of housing opportunities provided per year
- ConHS15 Number of Rental Stock transferred

3.6.6 Employees: Housing

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	2	1	0
7 - 9	2	3	1
10 - 12	1	2	0
13 - 15	0	1	0
16 - 19	1	0	0
TOTALS	**6**	**7**	**1**



3.7 Free Basic Services & Indigent Support

Witzenberg acknowledges that priority must be given to the basic needs of the community and that the social and economic development of the community is supported to provide access to the basic level of service in terms of the Constitution of South Africa, Section 151(1)(b) and 153(b).

Free basic services are provided to households with a combined monthly income of less than R 5 000

A household may apply with the relevant forms and once their application has been approved, they are entitled to free basic services for one year. If they still qualify after the year has lapsed, they need to complete the application process again.

The aim of the Indigent Policy is to ensure a sound and sustainable way to provide affordable basic services to the poor through financial assistance within the legal framework of the powers and functions of the municipality. This is done to improve the standard of living and creating a prosperous municipality that is free from the scourge of poverty.

THE OBJECTIVE OF THIS POLICY IS TO:

- Ensure a transparent, accountable and sustainable manner to assist the poor with access to basic services as defined in the policy.

- Ensure a sustainable manner to assist the poor with the burial costs, transfer duties and to change the municipal accounts in the cases of death, legal separation, divorce, etc. when necessary; and to
- Ensure that a fair portion of the equitable share, as provided by National Government, is spent as a contribution towards poverty alleviation.

THE QUALIFICATION CRITERIA FOR URBAN HOUSEHOLDS IN ORDER TO RECEIVE ASSISTANCE ARE AS FOLLOWS:

- The head of the household must be a South African citizen.
- The household, except in the case of rural households, must receive an account from Witzenberg Municipality.
- An application on the prescribed form must be duly completed and submitted, with the required information and signature.
- No member of the household may own a fixed property, other that the site on which the household resides; and
- The household's joint gross income may not exceed R 5 000 per month.

THE QUALIFICATION CRITERIA FOR OLD AGE HOMES IN ORDER TO RECEIVE ASSISTANCE ARE AS FOLLOWS:

- More than 50% of the residents within the old age home must receive less than R 5 000.00 per month.
- The qualification criteria for electricity consumers within Witzenberg Municipality, but who reside in areas where the municipality is not the supplier of electricity, is that their connection may not exceed 20 Amps.

BENEFITS (Income up to R 3 000):

- **Property rates**
  In terms of the Property Rates Act, Act 6 of 2004, Section 17(h) all residential sites are exempt from the first R15 000 of the market value on a property. As an additional subsidy, the municipality will increase this level subsidized to R150 000.
- **Electricity**
  A subsidy equal to the amount charged for the first 50 kWh consumed per month.
- **Water**
  A subsidy equal to the amount charged for the first 6 kilolitres consumption per month as well as 100% subsidy on the basic charge for water, where the municipality is the service provider.
- **Sanitation**
  A subsidy equal to 100% of the amount charged for the service per month where the municipality is the service provider.
- **Refuse removal**
  A subsidy equal to 100% of the amount charged for the service per month where the municipality is the service provider.
- **House rental**
  A subsidy equal to 100% of the amount charged in the case of municipal sub economical rental stock as house rental per month.
- **Burial costs**
  A subsidy equal to 100% of the amount charged for burial cost. The subsidy can be provided in terms of every deceased member of the household.
- **Transfer costs**
  A subsidy equal to 100% of the amount charged for transferring the municipal service accounts, because of death of the head of the household. In the event of separation or divorce, the person who is residing at this plot, qualifies for the subsidy on transfer costs. This household is also exempt from making a consumer deposit or to increase the existing deposit. A subsidy equal to 100% of the costs of an attorney to transfer the property into the spouse's name. This subsidy is provided because of death of the head of the household,

whilst approved as an indigent household and the current registration is not registered at the Deed's Office in the name of both parties. The appointment of the attorney is entirely the prerogative of the municipality.

BENEFITS (income between R 3 000 & R 5 000):

- **Property rates**
  In terms of the Property Rates Act, Act 6 of 2004, Section 17(h) all residential sites are exempt from the first R15 000 of the market value on a property. As an additional subsidy, the municipality will increase this level subsidized to R150 000.
- **Electricity**
  A subsidy equal to the amount charged for the first 25 kWh consumed per month.
- **Water**
  A subsidy equal to the amount charged for the first 3 kilolitres consumption per month as well as 50% subsidy on the basic charge for water, where the municipality is the service provider.
- **Sanitation**
  A subsidy equal to 50% of the amount charged for the service per month where the municipality is the service provider.
- **Refuse removal**
  A subsidy equal to 50% of the amount charged for the service per month where the municipality is the service provider.
- **House rental**
  A subsidy equal to 50% of the amount charged in the case of municipal sub economical rental stock as house rental per month.
- **Burial costs**
  A subsidy equal to 50% of the amount charged for burial cost. The subsidy can be provided in terms of every deceased member of the household.
- **Transfer costs**
  A subsidy equal to 50% of the amount charged for transferring the municipal service accounts, because of death of the head of the household. In the event of separation or divorce, the person who is residing at this plot, qualifies for the subsidy on transfer costs. This household is also exempt from making a consumer deposit or to increase the existing deposit. A subsidy equal to 50% of the costs of an attorney to transfer the property into the spouse's name. This subsidy is provided because of death of the head of the household, whilst approved as an indigent household and the current registration is not registered at the Deed's Office in the name of both parties. The appointment of the attorney is entirely the prerogative of the municipality.

3.7.1 Access to Free Basic Services

Free Basic Services to Low Income Households									
Year	Number of households								
	Total no. of HH	Households earning less than R 3 000 per month							
		Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse Removal	
		Access	%	Access	%	Access	%	Access	%
2018/19	15 388	6 742	43	6 742	43	6 742	43	6 742	43
2019/20	15 317	6 742	43	6742	43	6742	43	6742	43
2020/21	16 421	6 828	42	6828	42	6828	42	6828	42
2021/22	17 418	7 755	45	7 755	45	7 755	45	7 755	45

Free Basic Services to Low Income Households									
Year	Number of households								
	Total no. of HH	Households earning less than R 3 000 per month							
		Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse Removal	
		Access	%	Access	%	Access	%	Access	%
2022/23	18 456	9 012	48	7 899	48	7 899	48	7 899	48
2023/24	19 367	9 817	51	9 738	50	9 738	50	9 738	50

Free Basic Services to Low Income Households									
Year	Number of households								
	Total no. of HH	Households earning less than R 5 000 per month (50% benefits)							
		Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse Removal	
		Access	%	Access	%	Access	%	Access	%
2020/21	16 421	67	0.005	67	0.005	67	0.005	67	0.005
2021/22	17 418	133	0.007	133	0.007	133	0.007	133	0.007
2022/23	18 456	125	0.006	125	0.006	125	0.006	125	0.006
2023/24	19 367	79	0.004	79	0.004	79	0.004	79	0.004

Rates						
Financial year	Indigent Households			Non-indigent households		
	No of HH	Exempt Valuation	Value R'000	No of HH	Exempt Valuation	Value R'000
2018/19	3 697	120 000	3 600	12 875	120 000	12 746
2019/20	3 093	120 000	3 247	12 871	120 000	13 514
2020/21	2 868	120 000	3 190	13 990	120 000	15 562
2021/22	3 111	120 000	3 669	13 680	120 000	16 136
2022/23	3 205	120 000	4 053	13 586	120 000	16 303
2023/24	3 185	150 000	2 886	13 680	150 000	12 312

Electricity									
Financial year	Indigent Households (100%)			Indigent households (50%)			Non-indigent households		
	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
2018/19	3 697	50	2 606				9 626	0	0
2019/20	3 093	50	2 466				9 936	0	0
2020/21	2 801	50	2 697	67	25	3 222	10 351	50	9 968
2021/22	2 967	50	2 884	133	25	6 463	10 507	50	10 212
2022/23	3 044	50	2 677	125	25	5 498	11 843	50	10 418
2023/24	3 106	50	3 237	79	25	4 117	11 872	50	12 375

Water						
Financial year	Indigent Households (100%)			Indigent households (50%)		
	No of HH	Unit per HH (kl)	Value R'000	No of HH	Unit per HH (kl)	Value R'000
2018/19	6 742	6	12 669			
2019/20	5 790	6	10 880			
2020/21	6 828	6	11 552	67	3	1 360
2021/22	7 755	6	13 912	133	3	1 193
2022/23	7 899	6	15 166	125	3	1 200
2023/24	9 735	6	19 859	79	3	805

Sanitation						
Financial year	Indigent Households (100%)			Indigent households (50%)		
	No of HH	R value per HH	Value R'000	No of HH	Unit per HH per month	Value R'000
2018/19	6 742	187.41	15 162			
2019/20	5 790	198.65	13 802			
2020/21	6 828	210.57	17 253	67	105.29	8 463
2021/22	7 755	223.21	20 771	133	111.60	17 811
2022/23	7 899	239.39	22 691	125	119.69	17 953
2023/24	9 738	253.76	27 972	79	126.88	12 028

Refuse Removal						
Financial year	Indigent Households (100%)			Indigent households (50%)		
	No of HH	Service per HH per week	Value R'000	No of HH	Unit per HH per month	Value R'000
2018/19	6 742	1	11 817			
2019/20	5 790	1	10 960			
2020/21	6 828	1	13 701	67	1	1 344
2021/22	7 755	1	17 764	133	1	1 523
2022/23	7 889	1	19 381	125	1	1 535
2023/24	9 738	1	25 258	79	1	1 381

COMPONENT B: ROAD TRANSPORT

This component includes roads and storm water management.

3.8 Road Services

3.8.1 Introduction

Integrated Transport Planning

This transport field is responsible for transport planning, road planning, traffic engineering and implementation of the Integrated Transport Plan (ITP) with the streets and storm water infrastructure that include the upgrade, rehabilitation and maintenance of road infrastructure, storm water drainage and the adequacy of traffic signage and road markings and public transport infrastructure.

The Witzenberg Local Integrated Transport Plan 2010-2015 was adopted on 14 December 2010, with the Witzenberg Local Integrated Transport Plan (LITP) 2022-2027 being reviewed prepared as part of the Cape Winelands District Integrated Transport Plan (DITP) 2022- 2027 is currently serving before Council for adoption.

Transport Status Quo

The primary economic activities which take place in the agricultural sector and are subject to seasonal changes. Witzenberg Municipality has a number of public transport services operating within municipal area. The most used mode of transportation is the minibus taxi. Other modes used in Witzenberg are rail, non-motorised transport and private vehicles. Witzenberg Municipality also experiences high volumes of freight transport travelling through the municipality. At present, the municipality has both formal and informal public transport facilities of which some formal facilities are currently not utilised by public transport operators. Witzenberg Municipality has three minibus taxi associations operating within the area: the Ceres Taxi Association, the Nduli Taxi Association and the Tulbagh Taxi Association.

The transport needs of Witzenberg are similar to those of its neighbouring municipalities. The primary issue in Witzenberg is that there is a limited public transport service during off peak periods, forcing people to wait for long periods of time before being able to travel. The safety of passengers and pedestrians as well as the affordability of taxi services are also issues impeding transportation. The municipal transport budget for Witzenberg indicates that there is approximately R8 million allocated toward transport related improvements. The budget mainly focuses on roads improvements in residential areas within the municipality.

Road network and traffic

The road network in Witzenberg Municipality consists of provincial roads, owned and managed by the provincial road authority, which is the PGWC. Apart from the provincial roads, which are also known as the rural road network, the upgrade and maintenance of the local street network is the responsibility of the local authority. Condition of the road surface indicated that 66% of the surfacing is in good or very good condition. The corresponding value for road structure is 79%. If road surface conditions deteriorate too much, the road structure will be adversely affected. Therefore, upkeep to protection of the structure through regular maintenance is very important. Fruit and vegetables are brought from various farms around Wolseley, from Op-die Berg and Tulbagh to the factory in Ceres to be packed. This creates an inflow of heavy vehicles to Ceres. From Wolseley and Tulbagh, heavy vehicles travel to Ceres via the Michell's Pass.

The Pass has a high-quality surface, able to withstand high volumes of traffic. In contrast, the proclaimed road through Ceres is of a different standard and must accommodate the same high volume of heavy vehicles. In the urban streets of Ceres, special NMT signage restricts heavy vehicles from entering the urban areas. A Pavement Management System (PMS) is used for maintaining the roads in the area through an assessment of the network based on methodical visual ratings of each pavement section. The priorities is divided into routine maintenance (e.g. patching), to normal

maintenance (resurfacing) through to heavy rehabilitation (e.g. thick overlays and reconstruction). This is supported by visual inspections which are performed according to a schedule and data is recorded and prioritised for implementation. Limited and funding backlogs are the greatest challenge faced in maintaining the road network.

Roads Master Planning

A Roads Masterplan approved by Council in February 2021. The Witzenberg area has been experiencing urban development growth in the recent years. It is essential that all development planning be guided by a predetermined Roads Master Plan. The Vision for Witzenberg LM Roads Master Plan was formulated to be "To provide a safe, reliable, effective and efficient road and transport system to serve the public of Witzenberg Municipality". The municipal road network is in good condition, 59% of road network being in a very good to good condition, 30% being in fair condition with 11% being poor and very poor. Out of the 204.8km of road, 91% is black top roads, 2% is block paved and 7% is gravel roads. The proposed maintenance cost over 2-3years is R42.4 mil.

Five bridges and 3 major culverts were assessed as part of the RRAMS project. The maintenance cost of these structures without professional fees were estimated to be R1.59 mil. Traffic counts were done on 108 intersections. The AM & PM peak hours were extracted, and operational analysis were done for the current scenario and geometry. Only six intersections operated with an approach lower than LOS D. Potentially dangerous intersections on Vos Street (R303) and Voortrekker Street (R46) were identified by others and further investigated.

Minibus taxis is the main source of public transport within Witzenberg LM, in the absence of a public bus service. There is a need to consolidate the various taxi ranks in Ceres. A host of new pedestrian walkways were identified as well as the required maintenance on existing facilities. In the town of Ceres, kerbs at pedestrian crossings must be dropped to improve universal access.

Precinct planning was previously done in Ceres and Tulbagh. A variety of projects were proposed to connect nodes with general beautifying of the area, improve vehicular, pedestrian and cycle movements. The proposed cost for Ceres was R56 mil and R7.2 mil for Tulbagh. New spatial plans from the 2020 SDF were used to assess new roads to be developed. Various new bridge connections were also identified in Ceres and Tulbagh. The six intersections which previously exceeded LOS D, were further analysed at a 3.7% traffic growth over the next 5 years. Some proposal is made in terms of the upgrading of these intersections. An additional two intersections in Nduli which did not exceed the LOS D were also analysed with a growth of 3.7% over the next 5 years, as these intersections are expected to see a rapid growth in traffic volumes upon completion of the Vredebes development. The site for the new taxi rank has been identified and should be pursued within the short to medium term. Negotiations with the property owner must precede any formal planning.

Pedestrian and cycle facilities should be a requirement up to Class 4 roads which are generally bus or taxi routes. Class 5 roads may however be fitted with walkways or cycling lanes, if it serves public land-uses like schools, hospitals or community buildings. Freight routes and by-pass routes were identified by previous studies. The initial survey, planning and environmental approvals should be sought in the short to medium term. Mention is made of a Petroport truck stop facility outside Ceres. This would give the trucks a place to overnight and eliminate the current illegal parking within the Witzenberg LM towns.

Master Planning is key to provide long term steering of projects, with the SDF and IDP planning for a shorter term. Municipal Grants like MIG is key to the sustainability of municipal projects. Developer contributions should be used to augment the bulk infrastructure where required.

The strategy for prioritising projects would be;

- All maintenance and repair actions should happen over the short and medium term;
- All small to medium size capital projects should happen over the short and medium term;
- All project likely to fall outside of this scope should happen over the long term;
- The initial work for the long-term projects (survey, planning and environmental), should be done over the short to medium term;

3.8.2 Highlights

Highlights	Description
Network streets	Resealing existing tarred roads
Upgrade Van Breda Bridge	Widening and upgrade bridge
Resealing Roads Wolseley	Resealing existing tarred roads
Upgrade sidewalks Rooikamp	New tarred sidewalks with bus embayment at Sports field

The Van Breda Bridge, Ceres was upgraded by widening the roadway, make provision for cyclist and a widened pedestrian walkway. The project commenced on 06 December 2021 and was completed on 25 June 2024 with a total cost of R67 260 809.63.

3.8.3 Challenges

Challenges	Description
Funding backlogs on bituminous pavements	Pavement Management System 2019, all bituminous pavements, 10% is in a poor to very poor condition
Deteriorated Tulbagh roads	4.35km Deteriorated roads needs to be upgraded
Upgrading needs on provincial roads, TR22/2 as a result of new developments	Department of Transport and Public Works to implement upgrades.
Upgrading needs for public transport infrastructure	No funding for proposals from Transport Master Plans

3.8.4 Service delivery levels: New roads & maintenance of existing roads

The following tables give an overview of the total kilometres of roads maintained and new roads tarred:

Tarred/paved roads:

Financial year	Total km tarred roads	Km of new tar & paved roads	Km existing tar roads re-tarred	Km of existing tar roads re-sheeted	Km tar roads maintained
2014/15	216.76	3.119	2.377	0.88	213.64
2015/16	222.43	5.67	8.22	0	216.76
2016/17	222.43	0	1.58	2.63	222.43
2017/18	222.66	0.235	1.00	0	222.26
2018/19	227.43	4.77	1.818	0.605	222.66
2019/20	229.03	1.6	4.1	2	227.43
2020/21	232.23	3.2	2.8	2.8	229.03
2021/22	232.23	0	0.6	0	232.23
2022/23	233.00	0.765	3.582	0	232.23
2023/24	233.00	0	5.6	4.2	233.00

Gravel roads:

Financial year	Total km gravel roads	Km new gravel roads constructed	Km gravel roads upgraded to tar / block paving	Km gravel roads graded/maintained
2014/15	10.31	0	0.19	10.50
2015/16	10.50	0	0	10.50
2016/17	10.50	0	0	10.50
2017/18	10.50	0	0	10.50
2018/19	10.50	0	0	10.50
2019/20	8.9	0	1.6	8.9
2020/21	8.9	0	0	8.9
2021/22	8.9	0	0	8.0
2022/23	8.9	0	0	8.9
2023/24	8.9	0	0	8.9

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'000	R'000	R'000
2014/15	12 684	2 029	3 541
2015/16	6 121	5 753	5 780
2016/17	16 806	7 698	7 804
2017/18	8 102	3 109	8 007
2018/19	32 114	105	5 990
2019/20	48 786	8 628	6 000
2020/21	9 189	1 600	8 883
2021/22	15 271	0	9 398
2022/23	11 862	2 000	11 862
2023/24	28 722	9 237	10 779

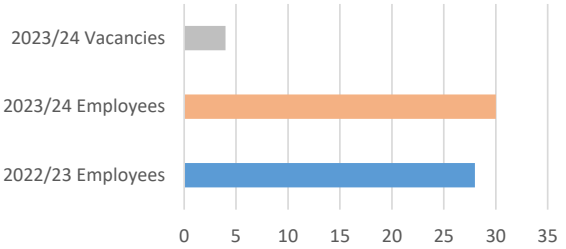
3.8.5 Service Delivery Indicators: Road Services

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- TecRo7 Kilometres of roads upgraded & rehabilitated

3.8.6 Employees: Roads & Storm water

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	13	8	3
4 - 6	8	12	1
7 - 9	3	3	0
10 - 12	2	5	0
13 - 15	1	1	0
16 - 19	1	1	0
TOTALS	**28**	**30**	**4**



3.8.7 Capital Expenditure: Roads & Storm water

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
Upgrade Van Breda Bridge	R20 113 043	R18 690 063	R18 133 474	97%	R56 000 000
Tulbagh Taxi Rank (Ph1)	R173 913	R173 913	R0	0%	R250 000
Network streets	R0	R9 759 193	R9 784 234	100%	R9 784 234
Tools & Equipment	R0	R120 000	R109 939	92%	R109 939
Resealing Roads Wolseley	R0	R3 715 000	R3 689 266	99%	R3 689 266
Upgrade pavements	R500 000	R500 000	R499 793	100%	R499 793
		R32 958 169	**R32 216 706**	**98%**	

3.9 Wastewater (Storm Water Drainage)

3.9.1 Introduction

Storm water masterplans has been developed for all towns in Witzenberg.

The Witzenberg area has been experiencing urban development growth in the recent years. It is essential that all development planning be guided by a predetermined Storm water Plan. The Vision for Witzenberg LM Storm water Plan was formulated to be “To provide a database for the Witzenberg Municipality where all storm water data can be viewed, queried, stored, added, maintained and expanded. The Storm water Master Plans must identify upgrades to the existing storm water system and propose new infrastructure in order to meet current and future infrastructure needs to accommodate growth. It must include a funding model and a programme for the implementation of all the projects identified and prioritized. It must evaluate the long-term viability of existing infrastructure to cope with expansion and augmentation.”

The Witzenberg LED Strategy (2004) stated that flooding of storm water pipes is common in winter as these pipes are not inspected for blockages in the summer as required. Minor stormwater infrastructure is cleaned throughout the year with the employment of EPWP workers and major infrastructure is cleaned per annual program. The Draft Reviewed IDP 2019-2020 indicated that some areas within the Witzenberg Municipality have inadequate storm water systems. The existing storm water infrastructure within Witzenberg is made up of 68.6 km of reticulation and 35.6 km of open channel. The condition of the storm water infrastructure was assessed based on blockage and structural integrity. 92% were found to be less than 25% blocked, 3% were found be partially blocked, and 5% were full of material (litter or debris). 46% of the structures were in a good condition, 39% were found to be in fair condition, and 15% were found to be in poor (damaged or broken) condition. For the study area 28% of the Witzenberg PCSWMM model (existing minor system) require new storm water infrastructure (upgrades, replacements, and additional storm water systems). Pipe replacement and new minor systems for resolving the problem areas are proposed in this report, together with preliminary cost estimates. Costs have been calculated for each conduit that requires upgrading or new infrastructure to increase the capacity of the existing storm water network.

The total cost estimate for the installation and upgrading of the local minor storm water network to either the 1:2 year and 1:5-year return period standard amounts to R180.8 million, excluding long-term upgrade proposals, and R190.2 million including long-term upgrade proposals. The hydrological analyses have indicated that the future developments require the inclusion of detention facilities in the modelling in order to reduce the estimated post-development flood peaks to the predevelopment flood peaks. Where practically possible, developments should be required to accommodate the difference between the pre- and post- development run-offs up to the 1:50 year flood, on the development. This will reduce major and minor storm water run-off and improve water quality.

The detention ponds modelled and proposed to be implemented to reduce the future peak floods within Witzenberg Municipal area. The high-level cost estimate to construct these detention ponds amounts to R159.9 million. The bulk storm water infrastructure required to connect the future developments to existing watercourses or the existing storm water network amounts to R19.7 million. The main concern is that developments within Ceres and Wolseley are within the 1:50 Koekedouw Flood lines.

3.9.2 Highlights

Highlights	Description
None	

3.9.3 Challenges

Challenges	Description
Wolseley Montana Channel upgrade	No funding for portal culverts that has an enormous financial implication
Vandalism storm water drainage	Covers being stolen and sold at scrap metal yards.
Trees damage storm water pipes/sidewalks and roads	Trees with aggressive root systems
Storm water blockages	Manholes/catch pits being used as dirt dumping places
Storm water Master planning implementation	Budget constraints

3.9.4 Service Delivery Levels: Infrastructure & cost of construction/maintenance

Storm water infrastructure

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

Financial year	Total km storm water measures	Km new storm water measures	Km storm water measures upgraded	Km storm water measures maintained
2014/15	139.00	0.97	0	138.03
2015/16	139.83	0.83	0	139.00
2016/17	139.83	0	0	139.83
2017/18	139.83	0	0	139.83
2018/19	139.83	4.95	0	139.83

Financial year	Total km storm water measures	Km new storm water measures	Km storm water measures upgraded	Km storm water measures maintained
2019/20	142.83	3	0	139.83
2020/21	146.00	3.2	0	142.83
2021/22	146.00	0	0	146.00
2022/23	146.7	0.7	0	146.00
2023/24	146.7	0	0	146.7

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

Financial year	Storm water measures	
	Capital	Maintained
	R'000	R'000
2014/15	3 626	1 227
2015/16	9 662	952
2016/17	0	1 359
2017/18	2 008	1 834
2018/19	11 350	1 532
2019/20	3 391	1 623
2020/21	10 607	1 781
2021/22	889	3 364
2022/23	0	1 893
2023/24	0	2 472

COMPONENT C: PLANNING & DEVELOPMENT

Witzenberg Municipality does not have a single department that includes all strategic services. The LED section is managed by the Social & Economic Development section that is situated in the directorate for Community Services. The IDP, Internal Audit and Organisational Performance sections report to the Municipal Manager. Tourism and marketing are situated in the directorate for Corporate Services. Building control, town planning, spatial planning and GIS falls under the section Town Planning & Building Control situated in the directorate for Technical Services.

3.10 Planning

3.10.1 Introduction

The Witzenberg Spatial Development Framework (WSDF) was adopted by Council on 27 May 2020 as a core component of the 2017 to 2022 Integrated Development Plan. The WSDF will guide the spatial form and structure of Witzenberg (the way in which we use the space available for urban growth) in the future. This 5-year plan will enable Witzenberg to manage new growth and change in its area, to ensure sustainability and equitability. In its direction, the WSDF has five specific foci.

1. The first is to maintain and protect the integrity, authenticity and accessibility of Witzenberg's natural environment and associated resources. Humanity depends on nature for physical and spiritual sustenance, livelihoods, and survival. Ecosystems provide numerous benefits or ecosystem services that underpin economic development and support human well-being. They include provisioning services such as food, freshwater, and fuel as well as an array of regulating services such as water purification, pollination, and climate regulation. Healthy ecosystems are a prerequisite to sustaining economic development and mitigating and adapting to climate change. The plan provides for activities enabling access to nature in a manner which does not detract from the functionality and integrity of nature and farming areas and landscapes.

2. The second is to maintain and expand the Municipality's key regional and intra-regional infrastructure. Appropriate infrastructure – whether in the form of transport routes or municipal services – is critical to support economic development, agriculture, and livelihoods.

3. The third is to maintain and grow the agricultural assets within the Municipality. Agriculture remains the mainstay of the regional economy and require on-going support. In a spatial sense, this specifically requires protecting high-value agricultural land from urban development. The opportunity also exists to diversify farm income in a manner which does not detract from the functionality and integrity of farming areas and landscapes, and to expand access to farming to smaller entrepreneurs and emerging farmers.

4. The fourth is to maintain and expand access to Witzenberg's unique sense of people and place. Important is the recognition and maintenance of unique landscapes, and diverse expressions over time of peoples' interaction with the landscape. Also critical is the SPLUMA principle of "spatial justice"; implying that past spatial and other development imbalances must be redressed through improved access to and use of land, as well as the inclusion of persons and areas that were previously excluded, with an emphasis on informal settlements, and areas characterised by widespread poverty and deprivation.

5. The fifth is to maintain and expand opportunity associated with Witzenberg's key settlements. Settlements need to be managed and provide for expansion in a manner which enables efficiency in infrastructure provision, integration and compaction to enable better thresholds and more sustainable movement, and protection of surrounding assets of nature and agriculture.

3.10.2 Highlights & Challenges

Highlights	Description
Timeous decisions	Applications turnaround time well within statutory timeframes
GIS Zoning Data	GIS programme expanded to include new data sets and civil services "as built" plans
SDF: Ceres Priority Focus Area 1	Precinct Plan concluded for the area located between Ceres, Nduli & Bella Vista known as "Ceres Priority Focus Area 1".

Challenges	Description
Eskom capacity	Eskom is unable to supply increased capacity which is hampering new development
Economic slowdown	Number of land use applications on the decrease due to the economic slowdown
Shortage of Vacant Plots	Ceres has a shortage of serviced vacant stands for residential and industrial uses.
Uncontrolled Informal residential expansion	Proliferation of illegal occupation and unauthorised residential expansion places pressure on existing facilities and services.

3.10.3 Synthesis of Key Spatial Challenges & Opportunities

A synthesis of key challenges and opportunities related to spatial planning and management are summarised below.

Challenges

- Economic sectors which underly the local economy and accommodate unskilled workers (specially manufacturing and agriculture) show slow growth.
- There is significant demand for housing while further urbanisation and current delivery rates for serviced land top structures will probably not be able to meet demand.
- Historic approaches to settlement development – favouring lower density single unit on a plot development – will threaten valuable agricultural land and strain infrastructure provision and maintenance.
- There are inadequate opportunities available for job creation and economic growth in settlements.
- Inadequate public and NMT transport options limit access to available work and other opportunities.
- Water and electricity supply and associated infrastructure may not be able to meet future demand adequately.

Opportunities

- Meaningful inter-governmental initiatives and public-private partnerships already exists which could be extended to assist in urban development and settlement management (e.g. RSEP, the Ceres Business Initiative, and the Twinning Agreement with Essen Municipality in Belgium).
- RSEP Involvement in development of integrated communities – leverage funding and project implementation.

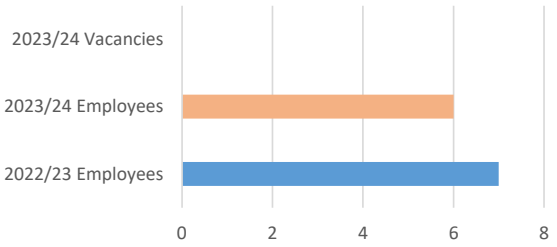
- Provincial spatial planning and land use management policy provides opportunities for the diversification of the agricultural/ rural economy (especially through sensitive tourism initiatives).

3.10.4 Service Delivery Statistics

Type of service	2019/20	2020/21	2021/22	2022/23	2023/24
Town Planning and Building Control					
Building plan applications processed	368	354	480	438	466
Total surface (m^2)	44 327m²	60 113m²	83 693 m²	81 836 m²	64 192 m²
Approximate value	R 212 778 595	R 328 052 888	R 412 036 060	R 514 850 897	R 519 492 359
New residential dwellings	124	45	82	71	192
Residential extensions	90	123	177	251	94
New Business buildings	1	1	3	6	1
Business extensions	3	7	18	25	17
Rural applications	39	50	96	69	52
Land use applications processed	34	44	26	21	30

3.10.5 Employees: Town Planning & Building Control

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	0	0	0
7 - 9	0	0	0
10 - 12	4	4	0
13 - 15	2	1	0
16 - 19	1	1	0
TOTALS	**7**	**6**	**0**



3.11 Local Economic Development

The table below gives a brief description of all the achievements within Local Economic Development (LED) during the 2023/24 financial year:

Achievement/Highlight	Description
Successfully assisted informal traders with permits and business licenses	Issued 51 hawker permits Issued 25 business licenses Provided information regarding application process for permits Hawkers were allowed to have an assistant to stand in for them if they are not available to work at the stand.
Registration of small businesses on smme database	13 businesses were registered
Successful SEDA business information session in Wolseley	Linked businesses with SEDA services
Facilitated business forum meeting in Tulbagh	Assist them to elect a new forum committee

Achievement/Highlight	Description
Utilize email network to distribute business related information	Created a platform for smmes to access business opportunities
SEDA consultation in Wolseley	Linked smmes with SEDA services
Meeting with informal traders in Tulbagh	To determine the needs and challenges of the hawkers
Successful supply chain workshop in Wolseley presented by Ceres Hospital	To link smmes with local business opportunities. Nine people attended
Basix business training session to informal traders in Nduli	Empower informal traders with business skills and knowledge to help them grow their business
Municipal Imbizo during September in Nduli, Wolseley, Hamlet and Bella vista	Took LED services to local communities
Arranged a supply chain workshop by Ceres Hospital in Tulbagh	To inform smmes regarding the supply chain process and to link them with procurement opportunities in Government
Monitor and evaluation session to smmes that participated in Mentorship program	To determine if progress took place and what further support can be provided
Linked entrepreneur with National Department of Rural Development; Department gave financial assistance to recycling company.	They received a truck and fork lifter with value of more than R 2 million.
Meeting with Wolseley business forum on to inform them about the support services that SEDA offers, services available from LED unit and the supplier registration day.	Enabled smmes to link with business support services
Successful supply chain workshop presented by by Ceres hospital	Inform and empower smmes to access government procurement opportunities
Successful Witzenberg Supplier registration day to enable smmes to become compliant with government procurement regulations	Organised government stakeholders to be present on the day and give hands on support with supplier database registrations. More than 100 entrepreneurs attended.
Successful engagement with CBI regarding the entrepreneurial program	CBI funded 3 local entrepreneurs
Successful cooperative summit that was initiated by Dept Local Government	Local cooperative structures were mobilized to attend the summit and to engage with the relevant stakeholders
Meeting with informal traders to create dialogue and strengthen communication	Informal traders had the opportunity to raise their voices and to express their needs and challenges
Regular liaison with Independent Power Producers (IPP's)	Liaison took place to form partnerships and to discuss socio-economic development challenges and opportunities
Supply chain session in Tulbagh with emerging small businesses	Informed emerging businesses about the supply chain process and how to access procurement opportunities

The table below gives a brief description of all the challenges within Local Economic Development (LED) during the 2023/24 financial year:

Description	Actions to address
Insufficient office space and resources	Provision sufficient resources
Lack of sufficient funding for LED projects	To make provision for sufficient funding to ensure sustainability of projects

Description	Actions to address
Internal departments working in silos	Address the issue of effective communication and promote transversal LED in order that Technical and Community Services do not work in silos, but that planning for future projects and developments are done together, as to maximise impact and strategic efficiency
High rate of illegal hawkers in the area	More effective implementation of by-laws
Insufficient stands for hawker trailers	Identify space and establish stands for food trailers
Insufficient business premises	Access funding to establish and sustain structures

The LED Strategy is built upon commitment to develop a climate in which economic development and economic growth can prosper. The LED Strategy has been reviewed and edited and was implemented from 2022/2023 onwards.

The LED Strategy identifies various issues and strategic areas for intervention such as (3 top service delivery priorities):

Strategic areas	Description
Creating an enabling business environment	Construction of economic infrastructure; review bylaws for a more business & investment friendly environment; servicing vacant municipal land that has potential for economic development
Addressing the key development challenges	Revisiting procurement process of municipality to include more local element (within municipal legislation)
Creating sustainable job opportunities	Implementing skills development programmes and capacitating entrepreneurs with business & market related skills. Assisting SMME's with access to private sector supply chain opportunities and financial support. Working towards alignment of Expanded Public Works Programme with LED goals of enterprise development

3.11.1 Economic Activity

Refer to Chapter 1.2.3

3.11.2 LED Initiatives

During 2023/24, 446 work opportunities were created via the Community Works Programme (CWP).

There are 4 different sectors that comprise the CWP projects in Witzenberg:

- social
- education
- local government
- environment

The projects within these sectors include:

- Early childhood development crèche assistance
- NGO support (which include women group assistance, nutritional support, HIV support, disabled support)
- school support (which include food scheme, site cleaning)

The CWP provide beneficiaries with nutrition and facilitate the training and the experience necessary for market entry, which includes:

- health and safety.
- waste management.
- food garden; and financial training

3.11.3 LED Statistics

Additional statistics on LED:

Type of service	2019/20	2020/21	2021/22	2022/23	2023/24
Small businesses assisted	95	200	185	127	243
SMME's trained	20	20	86	80	110
Community members trained for tourism	5	0	13	0	0
Local artisans and crafters assisted	7	5	9	4	5

Job creation through the Extended Public Works Programme (EPWP) projects		
Details	**EPWP Projects**	**Jobs created through EPWP projects**
2015/16	40	427
2016/17	32	398
2017/18	37	403
2018/19	34	397
2019/20	25	409
2020/21	27	401
2021/22	23	404
2022/23	34	403
2023/24	27	403

3.11.4 Service Delivery Indicators: LED

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- ComLed19 Bi-annual report on investment incentives implemented.
- ComLed20 Quarterly report on the Small Business Entrepreneurs Development Programme.
- ComLed4 Quarterly report on the implementation of strategies and planned actions as identified in the Witzenberg LED Strategy.
- LED3.11 Average time taken to finalise business license applications

3.12 Tourism

3.12.1 Aim & Function of the Tourism Sector

Witzenberg Municipality has a service level agreement, signed in 2021 for the next three years, with one local tourism entity, Witzenberg Tourism, operating in all five towns, which conduct marketing of the municipal area and local established businesses, activities and attractions to draw investment and trade to the area. Local businesses join as members of the local tourism authorities to participate in the marketing initiatives. Membership to this organisation holds businesses accountable to ethical norms and standards for the industry as well as to a code of conduct.

Tourism aims to market Witzenberg Municipality as an affordable holiday destination with activities for the entire family. Tourism liaises with District, Provincial and National stakeholders to develop the brand through tourist attraction, awareness campaigns, roadshows, expos, events and festivals. Tourism also aims to train and skill local entrepreneurs to meet tourism-related demands and provide necessary services and products to promote local trade and economic development. Specific development projects were identified to be rolled out over the next three years.

3.12.2 Training & Development

Tourism runs educational packages with schools, front of house staff and local stores to promote clientele service. Tourism also sources training courses in areas such as first aid, communication, administration and hospitality to help local businesses improve output and skill levels in collaboration with various stakeholders. These are also rolled-out in the form of educational, for example a group of local petrol attendants could be invited on a tour of the region to gain first-hand knowledge and experience on all the region has to offer. The Ceres'ly Positive movement is still going strong, and the Facebook group is growing. This ongoing initiative aims to promote a positive and friendly attitude and making Ceres the friendliest town in the country. We hope to roll out this initiative or something similar in the other towns soon. As far as possible local SMMEs are utilised for catering and other services. The various Witzenberg Tourism offices are also involved in community upliftment and other development projects where possible, including feeding of communities, establishing community gardens, assisting SMMEs with marketing and free advertorial space where possible, clean-up initiatives, and especially given exposure and space during events and festivals, and other opportunities where possible.

3.12.3 Destination Marketing

Tourism will continue producing tear off maps that are distributed to points of sale with high traffic thoroughfare, providing location and contact details of local tourist attractions. They have also produced and will continue updating a joint brochure called the Witzenberg Meander, covering activities across the municipal area. Funding has been secured for the new financial year to update and perhaps redesign these materials. Tourism bureaus for Wolseley, Ceres and Tulbagh have also created their own brochures with niche marketing of their towns and, with ongoing social media promotion through Facebook and website. Various marketing material including area and tourism maps, information booklets and brochures have been printed and reprinted for distribution. Distribution at strategic points, social media and online marketing is soaring and continues as per usual and is still a reliable source of communication for many visitors to the area. For more details visit www.visitwitzenberg.co.za.

Tourism has thus far been successful in marketing the destination as an affordable and picturesque location for weddings, snow tourism, heritage tourism, agri-tourism, wine tourism, adventure tourism, cultural tourism, sports tourism and rural tourism to visitors within South Africa. Tourism also conducts on an ad hoc basis, educational visits to the areas to tourism authorities outside of our borders as well as journalists, media groups and bloggers to review and publicise our activities and services. Tourism educational are held once a quarter, whereby role-players in the media is invited to come and explore and experience what the Witzenberg has to offer. They are treated to various activities and experiences in the various towns over one or two days and an overnight experience, in exchange for media coverage on various platforms.

Local tourism is actively marketed and represented at various platforms, internationally and locally. From promotional videos, to features in various publications in print and online, as well as conferences, consultants and radio and various reality TV programmes that were filmed locally or with locals. Various members and specifically wine estates continue to excel in wine competitions, resulting in great exposure for the region and industry. Snow tourism remains a vital part of Witzenberg and generates great visitor numbers for the region through marketing initiatives on all media platforms.

Ceres Tourism has a mascot, CT, which is being used for various campaigns in the area and at other local events and outreach activities.

3.12.4 Tourism Awareness/events

Annual events taking place in the Witzenberg municipal region:

Annual Event	Date
Olive Rock Food Experience	August
Wolseley Waddle	September
Ceres Chase – Amazing Race	September
Tulbagh Skou	September
Kuns op 'n Rondte	September
Eselfontein Outdoor Festival	October
Michellspass Half Marathon	October
Gydo Christmas Light Festival	November
Loxtonia Cherry Trail Run	November
Klondyke Cherry Picking	November - December
Hoogwater Fruit picking	November - February
Bosjes Jelena Picking	November
Adene's Farm Flowers	December - April
Tankwa Camino Hikers Welcomed to Ceres	September, April & May
Tankwa Trek MTB stage race at Kaleo Guest Farm	February
Tankwa Trail at Kaleo Guest Farm, outside Ceres	April
Tulbagh Vintage & Vine Faire	May
Christmas in Winter	June
Seven Oaks Pop Restaurant	Quarterly
Drostdy Market	Monthly
Witzenville Faire	December

3.12.5 Challenges to Tourism

Witzenberg Municipality and Tourism do not have the autonomy, budget or infrastructure to roll-out Wi-Fi across the entire municipal area. Whilst some visitors seek out areas of limited coverage, most visitors have the expectation that Wi-Fi is easily accessible and is available free of charge. Not all local businesses are registered with Tourism and thus are not accountable to its code of conduct or service standards. Most establishments and services are not user-friendly to travellers with special needs, i.e. sight impaired, mobility limited, speech impairment, communication specialists (sign language, isiXhosa, German, etc.). Many establishments and services do not cater for multi-generational needs of visitors i.e. infants (cribs, feeding chairs, baby monitor, walking rings etc.), teenagers (DSTV access, cell phone chargers, cellular airtime vouchers, video games and consoles), the aged (wheelchairs, Zimmer frames, magnifying glasses, large print menus/bibles etc.). We do not yet have a formal tourism corridor through the township sectors of the municipal area. The financial support provided to Tourism contributes largely to the salaries of staffing and is thus not fully focused on the areas of tourism development, promotion and destination marketing. However, the individual tourism offices also source additional funding from other sources.

Post Covid-19 some businesses are still struggling to survive. The greatest challenge was the ongoing load shedding, resulting in businesses losing revenue and equipment due to power cuts. The resilience of the industry depends on the financial interventions and practices that businesses put in place immediately going forward. It is also a huge financial commitment to install generators, as many cannot afford to do it. However, the local Tourism industry is resilient.

3.12.6 Opportunities for Tourism

A key action towards tourism growth, development and integration will be the focus on and roll out of various projects as set out in the SLA, which is aimed at job creation, social inclusion and strategic partnerships with tourism industry partners. This will promote tourism corridors for travellers to experience a holistic tour of the region, ensuring a balance of revenue spend, exposure to rural and urban settings, demographic engagement and diversification of tourism involvement. This will further aid the municipality in realising its aims towards social cohesion, poverty eradication and economic empowerment and will include various themes.

3.13 Libraries & Community Facilities

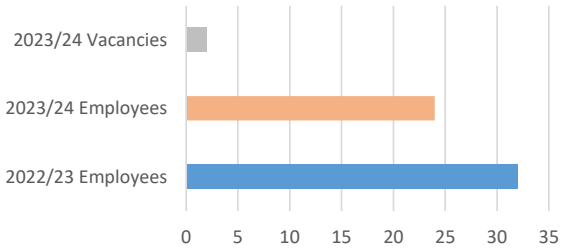
Libraries are managed by the section, Library Services, located in the directorate of Community Services. All towns have a library, with mini libraries at Op-die-Berg, Laastedrif and Agter Witzenberg.

3.13.1 Service Statistics - Libraries

Type of service	2020/21	2021/22	2022/23	2023/24
Libraries				
Number of Libraries	9 and 3 mini libraries	9 and 3 mini libraries	12	12
Library members	30 203	30 631	31 725	30 979
Books circulated	73 984	116 987	150 414	197 799
Exhibitions held	161	212	246	232
Internet access points	36	33	29	29
New library service points or Wheelie Wagons	0	0	0	0
Children programmes	57	128	194	334
Visits by school groups	169	230	343	358
Community Facilities				
Number of Community Facilities – Community- and Town Halls	12	12	12	12

3.13.2 Employees – Libraries & Community Facilities

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	10	3	2
7 - 9	12	12	0
10 - 12	9	8	0
13 - 15	1	1	0
16 - 19	0	0	0
TOTALS	**32**	**24**	**2**



3.14 Cemeteries

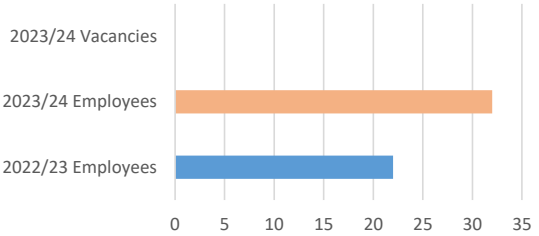
Cemeteries in all towns are managed by the municipality, except Op-die-Berg which is managed by a church. Ceres Cemetery and N'Duli Cemetery have reached full capacity. The cemetery at Bella Vista will cater for these two towns in future. Wolseley Cemetery has been extended. No crematoriums are managed.

3.14.1 Service Statistics - Cemeteries

Type of service	2020/21	2021/22	2022/23	2023/24
Number of Cemeteries	4	4	4	4
Number of private burials	1017	427	584	482
Number of poor burials	156	173	141	136
Number of indigent burials	158	148	159	164
#Stats are for all towns				

3.14.2 Employees – Cemeteries

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	17	26	0
4 - 6	3	3	0
7 - 9	1	2	0
10 - 12	0	0	0
13 - 15	0	0	0
16 - 19	1	1	0
TOTALS	**22**	**32**	**0**



3.15 Childcare, Aged Care & Social Programmes

The Socio-Economic Unit is responsible for:

- the initiation and strengthening of early childhood development (ECD) programmes and support of the ECD Forum.
- capacity building of crèches.
- strengthening awareness programs regarding the aged abuse and access to indigent services.
- strengthening and support of youth development with the focus on job creation and skills development.
- strengthening and support of persons with disabilities through skills development; and
- support HIV/AIDS awareness

3.15.1 Service Statistics: Childcare, Aged Care & Social Programmes

2022/23	2023/24
Soup kitchens established or supported	
None	Workshop for soup kitchens x 2
Initiatives to increase awareness on child abuse	
Awareness program on stranger danger for preschool children at ECD centers x5 Distribution of pamphlets, posters, and information on child safety at ECD centers x1	Awareness program on stranger danger for preschool children at ECD centers x 5 Distribution of pamphlets, posters and information on child safety at ECD centers x 1 Awareness programs for children on substance abuse/child abuse/ child trafficking and abduction/ child sexual abuse: x 6 Face paint and life skills programs: x3
Youngsters educated and empowered	
Accredited plumbing training for 2 youth (ongoing) Youth Program: Teenage Pregnancy x3 Youth program: Anti-Bullying Women Sanitary project: distribution x5	Accredited plumbing training for 2 youth (ongoing) Women Sanitary project: distribution x3 Awareness on teenage Pregnancy x2 Life skills: Women Empowerment x3

Youth Program: Leadership skills x2 Heritage Day event Youth program on Identity Youth program on Choices x2 Youth program on substance abuse x2 Holiday program x2 Youth program on motivation x2 Leadership Camp Youth Program on Safety x2 Educational fieldtrip to Elsenburg college Youth program on sexting x2 Job Preparation Workshop Youth summit	Life skills: Motivation x4 Life skills: Safety x3 Life Skills: Choices Top Achievers Ceremony Workshop: Youth Forum Youth Dialogue x2 Career exhibition Life skills: Leadership x2 Life skills: Awareness on Social Media Youth identity Workshop Youth day program x2 Indigenous games
Initiatives to increase awareness on disability	
Awareness programs regarding mental disabilities x 2 Parent Support Program: Parents and Caregivers of children and adults with disabilities x 3 Life-skills program with young people with disabilities x3 Arts & crafts skills program with persons with disabilities group x 3 Woman's day Program for people with disabilities x1	Arts and Crafts/ Life skills for people with disabilities (Awareness programs combined with arts and crafts activities): x 2 Meeting with Witzenberg Association for people with disabilities: x 2 Witzenberg Mental Health Forum meeting-stakeholder meetings: x 3
Initiatives to increase awareness on women	
Awareness on domestic violence and intimate partner violence x 6 Municipal Woman's Day program with female employees: Cancer Screening; HIV testing; blood pressure and diabetes testing.x1 Woman's day program for women in the community x 1 100 Men March- stakeholders work together to raise awareness towards Gender Base Violence x1 GBV Virtual Program x 1 Distribution programs of female sanitary hygiene products to needy young girls and women x4 Establishment of a Municipal Women's committee.	Fatherhood programs: x2 Parent Education information sessions: x 2 Door to door programs creating awareness regarding domestic violence, intimate partner violence and sexual harassment: x 5 Gender Based Violence Stakeholder Forum meetings 3
Initiatives to increase awareness on HIV/AIDS	
5 X HIV awareness programs in Witzenberg	2 x Awareness programs on HIV
Initiatives to increase awareness on Early Childhood Development	
ECD quarterly meetings in Koue Bokkeveld x 3 ECD quarterly meetings in Witzenberg x 4 Workshop regarding mouth hygiene for ECD practitioners x1 First Aid training for ECD practitioners x 2 ECD management meetings x 4	ECD quarterly meetings in Koue Bokkeveld x 2 ECD quarterly meetings in Witzenberg x4 Art workshop for ECD practitioners x 1 Fire Safety workshop for ECD practitioners x 2 First aid training for ECD practitioners x 1
Initiatives to increase awareness on substance abuse and high drug and alcohol related crimes	
Awareness program on fetal alcohol syndrome x 6 Awareness programs on substance abuse at primary schools in Witzenberg x 7	Awareness program on substance abuse at primary schools in Witzenberg x4 Awareness program on foetal alcohol syndrome x 1 Orientation workshop on establishing Local Action Drug Committee

Special events hosted	
No special event hosted	Youth day hosted in Tulbagh

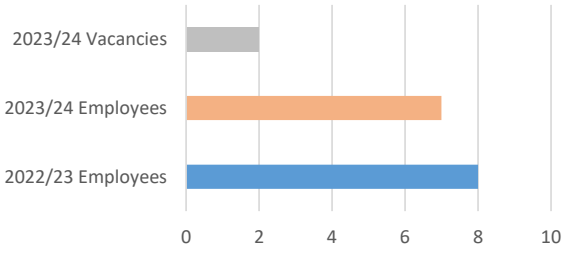
3.15.2 Service Delivery Indicators: Childcare, Aged Care & Social Programmes

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- ComSoc41 Number of account holders subsidised through the municipality's Indigent Policy
- LED2.12 Percentage of the municipality's operating budget spent on indigent relief for free basic services.
- LED1.21 Number of work opportunities created through Public Employment Programmes (incl. of EPWP and other related employment programmes)
- ComSoc42 Number of engagements with target groups with the implementation of social development programmes.

3.15.3 Employees: Socio-Economic

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	4	4	0
7 - 9	1	1	0
10 - 12	3	2	1
13 - 15	0	0	0
16 - 19	0	0	1
TOTALS	**8**	**7**	**2**



3.16 Community Services: Other

3.16.1 Capital Expenditure – Community Facilities and Libraries

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
Fencing of Trichardtstr Flats	R500 000	R132 198	R132 198	100%	R132 198
Upgrade of Busy Bee buildir	R300 000	R841 530	R827 586	98%	R827 586
Market shelter Wolseley	R100 000	R100 000	R0	0%	R650 000
Electronic Indigent System	R0	R340 000	R330 870	97%	R670 000
Library Nduli	R2 000 000	R57 500	R57 500	100%	R12 500 000
Access Control Furniture &	R0	R100 000	R93 692	94%	R93 692
Camera Equipment	R0	R20 000	R16 680	83%	R16 680
		R1 591 228	**R1 458 526**	**92%**	

COMPONENT E: ENVIRONMENTAL PROTECTION

The section Facilities and Environment manages environmental protection which includes environmental education, aesthetics and wild animal management such as baboons, as well as the protection of fauna and flora. The department is in the process of developing an Environmental Management Plan.

3.17 Pollution Control

Environmental officers within the department are responsible for environmental and pollution control. The focus is mainly upon pollution, illegal dumping and the protection of fauna and flora. The municipality is part of the Regional Air Quality Forum and has an official appointed as an Air Quality Officer. The municipality places emphasis on education and training of the youth and school learners. The section strives to ensure environmental conservation as well as compliance to legislation.

3.17.1 Service Statistics – Pollution Control

Type of service	2020/21	2021/22	2022/23	2022/23
Pollution Control				
Number of environmental education initiatives held	6	8	8	7

3.18 Parks, Public Open Spaces & River Management

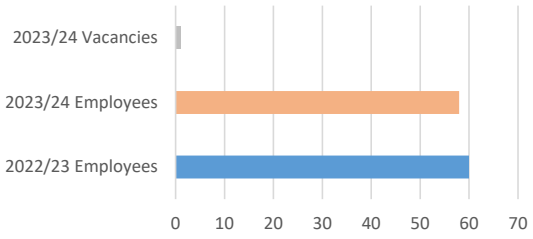
Parks management is responsible for the management and maintenance of parks in the municipal area. New parks are designed and developed by this section. The function also includes river maintenance and conservation of municipal nature areas. The municipality has more than 50 hectares of official parks and many more open spaces and areas that requires maintenance. Parks scheduled for cutting every 3 weeks. Rivers are maintained to prevent pollution and regular clearings of alien vegetation takes place.

The Ceres Rivers Restoration Program (CRRP) in collaboration with WWF were identified due to degradation of the state of the rivers in the urban areas of Ceres. The CRRP is a 3-year program funded by the Nedbank Green Fund trust. The aims of the program are to tackle the current negative impacts and challenges identified at the Dwars, Modder and Titus rivers. The key objective of the program is to restore, rehabilitate the ecological infrastructure of the mentioned rivers as well as to improve water quality and quantity. Furthermore, the program aims to enhance the socio-economic and ecological integrity of the Dwars, Modder, and Titus Rivers. More than 70% of invasive alien vegetation along the urban portion of the riverbanks of the Dwars River were removed. The riverbanks will also be stabilized by the replanting of indigenous plants native to the area. Litter and waste along and in the rivers are also removed on a weekly basis. A freshwater specialist will be appointed to assist with the development of a river maintenance management plan.

Initial and follow-up alien vegetation eradication & control programs in accordance with the Invasive alien species control, eradication & monitoring plans for the Ceres Mountain Fynbos Nature Reserve (CMFNR), Prince Alfred Hamlet & Wolseley commonage were implemented. There is a private-public partnership between Ceres Business Initiative (CBI) and the municipality. A memorandum of agreement has been signed between the parties of which CBI funds alien vegetation control and eradication projects of low density or follow-up clearing within the Ceres Mountain Fynbos nature reserve. Cape Winelands District municipality also appointed private contractors to do initial alien vegetation clearing at the CMFNR and the Prince Alfred Hamlet commonage.

3.18.1 Employees: Parks, Public open spaces & river management

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	42	41	0
4 - 6	11	10	0
7 - 9	5	5	0
10 - 12	1	1	1
13 - 15	0	0	0
16 - 19	1	1	0
TOTALS	**60**	**58**	**1**



COMPONENT F: SECURITY & SAFETY

This component includes Traffic; Fire; Disaster Management, Licensing and control of animals, and Control of public nuisances, etc.

3.19 Traffic & Vehicle Licensing

Our top service delivery priorities are reducing the number of road deaths caused by accidents through traffic law enforcement, speed enforcement and road traffic safety education at schools and other institutions. Another priority is to improve service delivery at the Traffic Centre. This will be achieved through service excellence and through identification of shortcomings and addressing these through training initiatives.

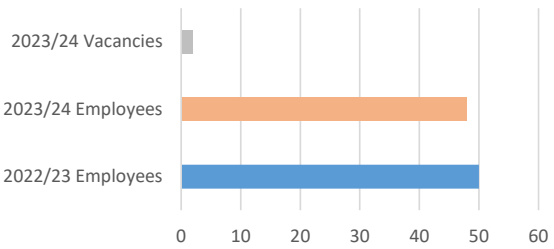
3.19.1 Service Statistics – Traffic Services

Type of service	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Number of road traffic accidents during the year	471	631	623	632	687	306*
Number of by-law infringements attended	138	870	1 635	313	301	190
Number of Traffic officers in the field on an average day	10	11	9	5	10	13
Number of Traffic officers on duty on an average day	21	17	18	18	16	13
Animals impounded	0	0	0	0	0	0
Motor vehicle licenses processed	26 838	23 940	28 024	29 545	28 897	27 774
Learner driver licenses processed	2 270	2 136	1 387	2 612	1 254	1 269
Driver licenses processed	1 829	1 735	2 198	2 346	4 521	4 458
Driver licenses issued	581	417	538	564	512	595
Section 56 notices issued for traffic/bylaw offenses.	25 111	37 529	10 628	32 769	6 637	13 734
R-value of fines collected	2 429 886	2 650 726	734 450	1 299 900	1 102 800	1 253 100
Operational callouts/Complaints	763	554	338	404	279	242
Roadblocks held	24	16	486	130	115	66
Special Functions – Escorts	89	66	0	9	36	42
Awareness initiatives on public safety	10	21	21	7	47	26

**Number of road traffic accidents are reported by SAPS and no reason was provided for the drastic decrease in accidents from the previous years.*

3.19.2 Employees – Traffic- & Law Enforcement Services

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	1	0	0
4 - 6	5	5	1
7 - 9	20	18	0
10 - 12	22	23	0
13 - 15	2	1	1
16 - 19	0	1	0
TOTALS	**50**	**48**	**2**



3.20 Fire Services

In recent years, the role of the fire service in many communities has expanded far beyond fire suppression. As a progressive organization we aim to ensure that fire prevention and public education appropriately receive an increased emphasis as proactive elements to safeguard our community.

Citizens are dependent on the fire department to ensure their protection against dangers of fire, entrapment, explosion, dangerous goods incidents, and any emergency event that may occur in the community (Paulsgrove, 2003). The Constitution of the Republic of South Africa (Act 108 OF 1996) establishes fire-fighting services as a Local Government matter. The Fire Brigade Services Act (99 OF 1987) provides for the Witzenberg Municipality as a local authority to establish and maintain a fire brigade service for the following different purpose:

a. Preventing the outbreak or spread of a fire.
b. Fighting or extinguishing a fire.
c. The protection of life or property against a fire or other threatening danger.
d. The rescue of life or property from a fire or other danger.
e. Subject to the provisions of the Health Act, 1977 (Act No. 63 of 1977), the rendering of an ambulance service as an integral part of the fire brigade service; or
f. The performance of any other function connected with any of the matters referred to in paragraphs (a) to (e).

The Witzenberg Municipality therefore has the duty to perform the following firefighting functions:

- Prevention, -mitigation, -preparedness, -response, -recovery and –rehabilitation of emergency incidents.
- Extinguishment of structural, veld and bush fires and any other fire.
- Rescue and humanitarian services.
- Fire Safety Prevention (the application of the National Building Regulations, Fire codes and municipal bylaws with regard to fire safety);
- Fire pre-planning and preparing related preparedness plans.
- Testing and basic maintenance work on emergency vehicles and equipment; and
- Training of staff members.

The top service delivery priority of the Fire Service is the rendering of an effective and efficient Fire and Rescue Service. The South African National Standard for Community Protection Against Fire, SANS 10090:2018, is a measurement tool that indicates whether a fire service is meeting the minimum mandatory community fire protection standard, which in turn is indicative of whether a fire authority is indeed contributing to the objects of local government. The Witzenberg Municipality Fire and Rescue Service is currently classified as a category 5(b) which mean that we meet the performance criteria for staff availability and appliance availability by only 35% to 45%.

The assessment in terms of the standard require the following:

Town	Ceres	Wolseley	Tulbagh	Op die Berg
Risk Category	B	B	B	C
Minimum pumping units	2	2	2	1
Minimum staffing levels	8	8	8	4
Minimum pumping capacity	3850 (L/min)	3850 (L/min)	3850 (L/min)	2250 (L/min)
Maximum attendance time (•)	10 min	10 min	10 min	13 min
Dedicated Emergency Call taking and dispatch	3 Emergency lines	N/A	N/A	N/A
Control Centre operators and staff required	2 Operators and one supervisor	Not required	Not required	Not required

Key Achievements

- Emergency Response: Our firefighters responded to over 800 emergency calls, including structural fires, wildfires, vehicle accidents, and hazardous material incidents. The average response time improved by 12%, demonstrating enhanced operational efficiency.
- Community Engagement: Through Fire Safety Awareness Campaigns, we reached over 10,000 residents, providing vital information on fire prevention, emergency preparedness, and first aid. Our partnerships with local schools and businesses have fostered a culture of safety and preparedness.
- Risk Assessments: Comprehensive risk assessments and fire safety inspections were conducted across various sectors, ensuring adherence to safety regulations and mitigating potential hazards.

Challenges

- Climate Change Impact: The increasing frequency and intensity of wildfires and severe floods posed significant threats to our community. Our firefighters displayed extraordinary resilience, often working around the clock to protect lives and property.
- Staffing and Resources: The service is currently staffed at 12% of the required capacity, with only 14 full-time employees supported by 22 EPWP contract workers and a WoF Ground team. This staffing shortfall impacts on our ability to meet the growing demands of the community.
- Funding Constraints: Limited financial resources have impacted on our ability to upgrade equipment, appoint additional staff, and expand our community outreach programs.

Operational Details

- Service Delivery: We are classified as a category 5(b) service, meeting performance criteria for staff and appliance availability by only 35% to 45%. Despite being a young service established in 2013, we have significantly improved response times with the establishment of fire stations in Wolseley and Op die Berg.
- Vehicles and Equipment: Our fleet includes vehicles ranging in age from 3 to 26 years, with a replacement age typically between 10-15 years. Regular maintenance is required to ensure operational readiness.
- Station Locations: The strategic placement of our fire stations in Ceres, Op die Berg, Tulbagh, and Wolseley is critical to reducing response times and enhancing our ability to manage emergency incidents effectively.

Financial Overview

- Budget: Our current investment is around 1.5% of the total municipal expenditure budget, equating to R62.00 per capita. This is below the average spend for similar municipalities, and economic constraints suggest limited increases in the near future.

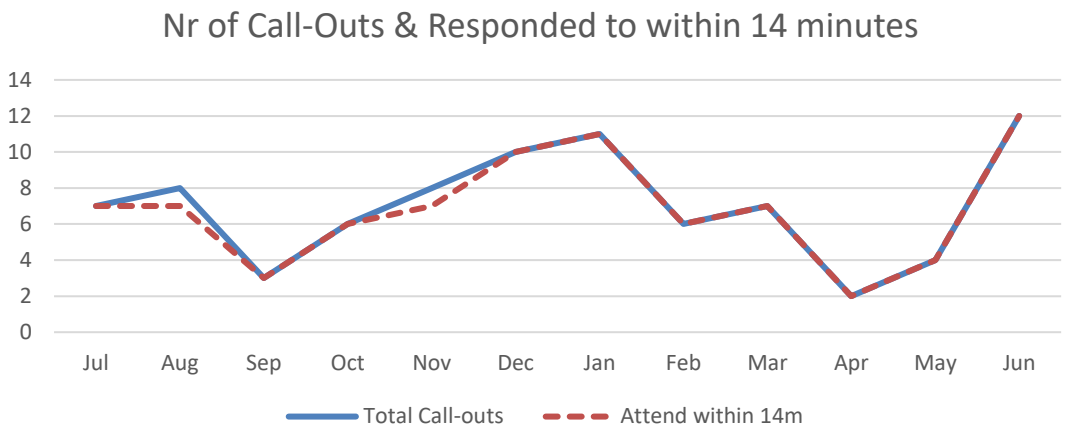
Future Outlook

- Enhancing Capabilities: We aim to enhance our capabilities through continuous training, adopting innovative technologies, and strengthening community partnerships. Mental health and wellness programs for our firefighters will also be prioritized, recognizing the demanding nature of their work.
- Infrastructure and Staffing: Addressing infrastructure needs and increasing staffing levels are critical to improving our service delivery. We require an operational staff complement of 96 firefighters, a dedicated fire safety team, permanent control centre operators, and disaster management officers.

The Witzenberg Fire and Rescue Services remain dedicated to safeguarding our community through proactive measures, operational excellence, and community engagement. We extend our heartfelt gratitude to our firefighters, support staff, volunteers, and the community for their unwavering support and cooperation. Together, we will continue to build a safer, more resilient Witzenberg.

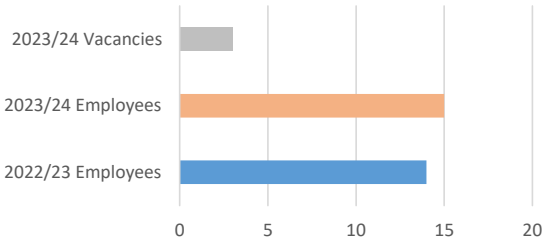
3.20.1 Service Statistics – Fire Services

The table below provide an overview of the service statistics.



3.20.2 Employees – Fire and Disaster Services

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	6	6	1
7 - 9	5	5	2
10 - 12	2	3	0
13 - 15	0	0	0
16 - 19	1	1	0
TOTALS	**14**	**15**	**3**



3.21 Other (Disaster Management, Animal Control &, Control of Public Nuisances)

The **Disaster Management Act** (57 OF 2005), Sections 52 and 53 require each municipality and municipal entity to prepare a Disaster Management Plan (DMP). The Witzenberg municipality has a legislated duty to:

- Establish a functional Disaster Management Centre.
- Appoint of a Head of Centre and suitably qualified persons.
- Responsible for the implementation and maintenance of an all-hazard, full-spectrum comprehensive disaster management program, ensuring:
  - Prevention
  - Mitigation
  - Preparedness
  - Response.
  - Rehabilitation and reconstruction
- Monitor progress with post-disaster recovery & rehabilitation.
- Serve as repository of and conduit for, disaster information.
- Be the advisory and consultative body on disaster issues.
- Make recommendations regarding DM funding.
- Make recommendations on legislation affecting DM.
- Promote the recruitment, training and participation of volunteers in DM.
- Promote disaster management capacity building, training and education throughout the republic, including in schools.
- Promote research into all aspects of disaster management.
- Liaise and coordinate its activities with other relevant DM Centres.

Witzenberg Municipality is primarily responsible for the implementation of the Disaster Management Act (No. 57 of 2002) within its area of jurisdiction, with a specific focus on ensuring effective and focused disaster risk reduction planning. With the new approach to Disaster Risk Management in South Africa and world-wide, the emphasis changed from response to disasters to pre-disaster risk reduction. The process of disaster risk reduction should therefore commence with a process of risk identification and assessment. The outcomes of a disaster risk assessment can ensure that all developmental initiatives as well as contingency planning and practice of the municipality are informed by accurate knowledge of potential disaster risk, enabling various stakeholders to contribute to the reduction of such risk.

WITZENBERG DISASTER MANAGEMENT PLAN

The disaster management plan of Witzenberg Municipality was reviewed over the past financial year. The stipulated plan acts as the backbone of disaster risk management in Witzenberg and includes the following:

- forms an integral part of its Integrated Development Plan (IDP).
- anticipates the types of disasters that are likely to occur in the municipal area and their possible effect.
- places emphasis on measures that reduce the vulnerability of disaster-prone areas, communities, and households.
- identifies the areas, communities, or households at risk.
- considers indigenous knowledge relating to disaster management.
- promotes disaster management research.
- identifies and address weaknesses in capacity to deal with disasters.
- provides for appropriate prevention and mitigation strategies.
- facilitates maximum emergency preparedness; and
- contains contingency plans and emergency procedures in the event of a disaster.

EDUCATION, TRAINING AND PUBLIC AWARENESS

- Disaster Management Plan Sessions
  - Over this past year, sessions on the municipality's disaster management plan were developed by the Witzenberg DMC. These involved what the DM plan entails and the application of it. They were conducted with disaster management stakeholders within the municipal area.
- Witzenberg Event Process Session
  - A workshop was held in collaboration with the Witzenberg Tourism Offices on the 17th of March 2022. The session involved a step-by-step walk through on the application process for events in Witzenberg. Those who are involved in putting on events in the municipality attended and a time for questions and answers followed. There was a total of 30 people who attended.
- Emergency Number Magnets
  - Magnets with the emergency numbers for the area were designed this past year. The purpose of this project was to enhance the communities' awareness of who to call in the case of an incident.
- Hazards in my Community
  - A pilot for the Hazards in my Community' programme was done with a grade 6 class at Nduli Primary School over two lessons. There were 41 children who were a part of it. The programme is an interactive way to teach the children about 5 high risk hazards in the municipal area.
- Flood awareness
  - To prepare for the upcoming Winter period, the Disaster Management Division developed flooding information sheets which were shared over the Witzenberg Facebook page as well as flooding awareness pamphlets which were given out to people in the community. This assisting with public awareness on what flooding entails and how to decrease one's risk of it.

Roaming livestock

Several incidents were reported in the past year where animals were involved in accidents with vehicles and damages caused. In April 2023, a horse and a car collided on the R303 at Prince Alfred Hamlet. Significant damages were caused to the motor vehicle and the horse had to be euthanised due to its injuries. During June 2023, a cow was knocked down by a vehicle on the R303, near the PA Hamlet landfill site. Two goats were knocked down by a car on 3rd of July 2023 on the R46 near Nduli suburb. Fortunately, no humans were injured in these incidents. Roaming pigs caused a lot of damages to gardens in Pluto's Park residential area and Stofberg park adjacent to Lyell Street. The Have a Heart Equine Sanctuary enterprise have been registered on the Municipal database to render a transportation and impoundment service to the municipality. During June 2023, 19 Cows and 5 pigs were impounded in Ceres, Stofberg Park area. The animals were taken to Have a Heart Equine Sanctuary's Bokdam farm in the Bonnievale district, where it was impounded.

Currently impound authorisation are issued to private landowners who has the necessary facilities to house impounded livestock who trespass on their property. Assistance is required from Law Enforcement and Worcester Stock Theft unit in this regard.

In May 2024 a cow and a vehicle collided on a public road in Tulbagh causing significant damages to the vehicle. In the month of June 2024, a total of two vehicle accidents were reported involving cattle roaming on public roads in the Tulbagh area.

Animal Monitoring

A total of 21 animal monitors have been assigned to all locations affected by roaming livestock. Ceres Rooikamp, Nduli, PA Hamlet, Wolseley, and Tulbagh are some of these locations. Three Baboon monitors were assigned to the Ceres entry from Mitchell's Pass, as well as the nearby businesses, sports fields, schools, and the Pine Forest tourist resort. Wolseley currently has one vacancy. Monitors are based on the EPWP scheme. The monitors' purpose is to guarantee that the animals do not cause a problem for residents or pose a risk to road traffic. The most difficult task is dealing with roving cows, goats, sheep, and horses. The municipality is still looking at possible service level agreements with other institutions, as indicated in Section 76(b) of the Local Government: Municipal Systems Act of 2000.

Another problem is monitoring animals on weekends and after hours throughout the week. Animal complaints vary regularly and include complaints about dog ownership. The majority of animals in municipal areas are unmarked, making identification impossible in the event of an incident. The Worcester Stock Theft Unit currently and Witzenberg Law Enforcement assists the municipality with livestock issues. Animal owners are not cooperative, and the issue remains a significant concern for the municipality. The municipality is constantly considering alternative approaches to solving these difficulties.

Road Signs.
The municipality are currently looking at the erection of notice boards that will alert the public of roaming animals. These signs will be put up at strategic places, town entrances and alongside roads where animal occurrence is a possibility. Notices to owners of livestock are also being compiled to inform them of the consequences of roaming and unsupervised animals on roads and residential areas.

Public nuisances are addressed by the Traffic Department. Complaints on nuisances received are documented and reported on in the Traffic Monthly Report.

3.22.1 Capital Expenditure – Safety & Security

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
Vehicle Test Centre	R850 000	R650 000	R616 163	95%	R616 163
Security Cameras	R0	R172 879	R150 876	87%	R150 876
Rescue Equipment	R856 522	R856 522	R847 815	99%	R847 815
Fire Equipment	R0	R102 517	R33 562	33%	R33 562
		R1 781 918	**R1 648 416**	**93%**	

COMPONENT G: SPORT & RECREATION

This component includes community parks; sports fields; sports halls; stadiums; swimming pools; and camp sites.
The municipality manages one resort, the **Pine Forest Resort**. This resort offers the following facilities for visitors and the local community:

- 97 accommodation units that can house 557 people with day braais.
- 21 normal camping sites and 280 sites for long-term rentals
- 1 recreation hall
- conference halls with seating of 30 and 80
- 1 Olympic size and 2 smaller for kids, swimming pools
- The recreation area includes a play park for kids, putt-putt, trampolines, table tennis, badminton, and squash courts.

The number of visitors for 2023/24 applicable to accommodation units and normal camping sites amounted to R 3 519 404 (55 129 bed nights).

Besides the swimming pools in Pine Forest Resort, six more swimming pools are available to the local community in:

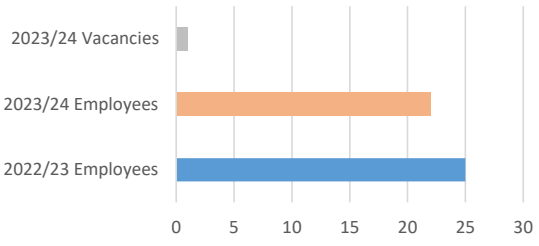
- Ceres (one)
- Tulbagh (one)
- Wolseley (one)
- Bella Vista (one)
- PA Hamlet (one)
- N'Duli (one – out of order due to vandalism)

The pools were open from November 2023 to 30 April 2024. The pools were visited by 1 708 adults and 32 952 children with a total revenue of R 101 168.
All pools are maintained daily to ensure clean and safe pools for visitors.

3.22 Sport & Recreation

3.22.1 Employees: Sport & Recreation

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	14	13	0
4 - 6	7	6	0
7 - 9	2	2	0
10 - 12	1	0	1
13 - 15	0	0	0
16 - 19	1	1	0
TOTALS	**25**	**22**	**1**



3.22.2 Capital Expenditure: Sport Facilities

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
Upgrade Sportsgrounds	R423 000	R585 217	R585 216	100%	R585 216
Ceres upgrade Of Leyell Str	R434 783	R2 396 000	R2 424 826	101%	R2 424 826
Parks Equipment	R0	R202 990	R187 089	92%	R187 089
		R3 184 207	**R3 197 132**	**100%**	

COMPONENT H: CORPORATE POLICY OFFICES & OTHER SERVICES

3.23 Financial Services

An important factor considered by investors in relocating to an area is the ability of the authorities to demonstrate adequate provision of services, financial discipline, affordable tariffs, adherence to statutory requirements, timely preparation and production of financial statements, adherence to generally accepted accounting practices and unqualified audit reports.

Operational financing
Council's policy is to fund operating expenses from normal revenue streams with short term borrowing being used as a last resort for capital expenditure. It is expected that strong financial management including accurate cash forecasting will obviate the need to resort to short-term borrowings.

Working Capital
It is Council's intention to create sufficient cash reserves by way of good financial management including the setting aside of adequate provisions for working capital.

Revenue raising strategy
The guidance on how to improve the payment ratio of the area can be found in the Credit Control and Debt Collection Policy. This Policy highlights the procedures to be followed in the collection of all money owed to the Municipality.

Expenditure Management
To reduce expenditure on non-core functions, by considering Public Private Partnerships.

3.23.1 Service statistics – Financial Services

Debt Recovery						
Details of the types of account raised and recovered	2022/23			2023/24		
	Billed in Year	Actual for accounts billed in year	Proportion of accounts value billed that were collected %	Billed in Year	Actual for accounts billed in year	Proportion of accounts value billed that were collected %
	R'000					
Property Rates	98 430	93 555	95%	101 272	95 050	94%
Electricity	317 273	319 861	101%	359 777	344 936	96%
Water	53 393	39 156	73%	58 417	39 577	68%
Sanitation	53 097	43 862	83%	61 983	50 427	81%
Refuse	37 791	25 873	68%	40 805	28 139	69%
Other	1 535	1 267	83%	2 369	1 462	62%
Total	**561 519**	**523 574**	**93%**	**624 623**	**559 591**	**90%**
The proportion of account value billed is calculated by taking the total value of the year's revenues collected against the bills raised in the year by the year's billed revenues						

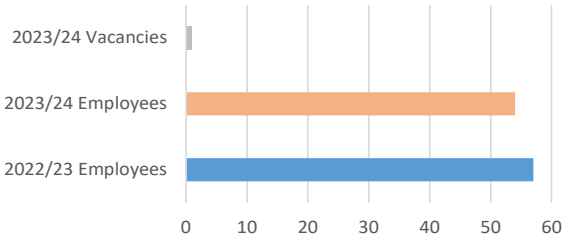
3.23.2 Service Delivery Indicators – Financial Services

Refer to 3.1.8 Strategic Performance (Top Layer SDBIP) for 2023/24:

- FinFAdm10 Financial viability expressed as Debt-Coverage ratio.
- FinFAdm9 Financial viability expressed as Cost-Coverage ratio.
- FinFAdm11 Financial viability expressed outstanding service debtors.
- FinInc15 Percentage revenue collection

3.23.2 Employees – Financial Services

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	36	28	0
7 - 9	10	13	1
10 - 12	5	7	0
13 - 15	3	2	0
16 - 19	3	4	0
TOTALS	**57**	**54**	**1**



3.24 Human Resource Services

The section for Human Resources within Witzenberg Municipality incorporates the following disciplines:

- Recruitment and selection
- Leave administration.
- Benefit administration
- Labour relations
- Training and development
- Health and safety performance management
- Work study administration

3.24.1 Service Statistics – Human Resources

Details	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Number of HR policies reviewed	1	3	0	2	1	0	0
Number of total permanent employees	516	538	515	493	515	496	507
Number of total temporary employees	72	27	53	57	45	49	45
Number of total injuries (injury on duty cases)	62	87	46	34	48	48	54
Number of total approved annual leave days taken	11575	12113	9512	11821	12110	11270	10832
Number of family responsibility leave days taken	470	542	313	566	571	552	463
Number of total Health and Safety Representatives	20	20	25	21	16	24	24
Number of total First Aiders	39	56	59	30	59	59	99
Number of sick days leave taken	4118	4490	4254	5674	5610	4627	4419
Number of termination	1	3	24	29	17	27	35
Number of new employees appointed - permanent	47	41	37	6	51	20	47
Number of new employees appointed - Interns	2	2	0	2	2	2	2
Number of new employees appointed - Temporary	22	38	0	3	38	11	45
Number of total employees trained	195	284	211	246	212	241	310

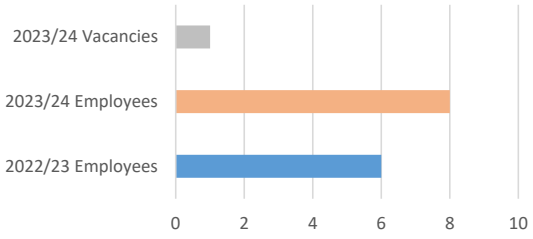


3.24.2 Service Delivery Indicators – Human Resources

- CorpHR13 Percentage budget spent on implementation of Workplace Skills Plan.
- CorpHR12 Report on percentage of people from employment equity target groups employed in the three highest levels of management in the municipality.

3.24.3 Employees – Human Resources

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	0	0	0
7 - 9	1	2	0
10 - 12	3	3	1
13 - 15	1	2	0
16 - 19	1	1	0
TOTALS	**6**	**8**	**1**



3.25 Information & Communication Technology (ICT) Services

The department's functions include:

- Management and maintenance of the IT infrastructure that includes hardware and software.
- Update and maintenance of municipal website
- Upkeep and maintenance of LAN and WAN
- Administration of the electronic documents system (TRIM)
- Manage service providers for outsourced functions.

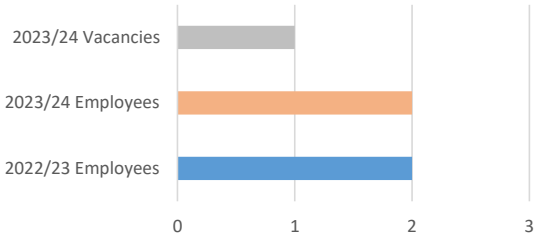
3.25.1 Service Statistics – ICT Services

Details	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Desktop support	435	465	509	588	451	410
Network support	605	700	781	861	792	856
Network downtime experienced	12 hours	9 hours	12 hours	9 hours	8 hours	10 hours
Server downtime experienced (total for 15 servers)	48 hours	15 hours	10 hours	12 hours	4 hours	2 hours
File restores requested	128	105	81	102	78	52

Note: The reduction in server downtime hours can mainly be attributed to the upgrade of controls to prevent cyber-attacks with the result that no security incidents were reported. The number of servers was also decreased from 12 to 6. The decrease in files restore requests can be attributed to the upgrade of the Microsoft Enterprise Agreement with the result that more employees utilise OneDrive which is automatically backed-up by Microsoft.

3.25.2 Employees – ICT Services

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	0	0	0
7 - 9	0	0	0
10 - 12	2	1	0
13 - 15	0	1	0
16 - 19	0	0	1
TOTALS	**2**	**2**	**1**



3.26 Internal Audit & Risk Management

Witzenberg Municipality does not have a Risk Management sub-directorate. The responsibility for Risk Management and the duties of a Chief Risk Officer has been delegated to the Manager: Performance and Projects. Internal Audit is assisting the Chief Risk Officer with the development of the risk management policy, strategy, and implementation plan, facilitating identification and assessment of risks, and disseminating risk reports. Portfolio directors and risk owners are responsible to maintain controls, the implementation of action plans to mitigate risk and opportunities to improve controls.

The risk register of the municipality is reviewed and updated on a continuous basis and reassessed annually to form the basis for the compilation of the 3-year audit strategy and the annual Risk Based Audit Plan.

Internal Audit is an independent in-house function that performs internal audits based on the approved Risk Based Audit Plan and other statutory audits as required by the Municipal Finance Management Act and the Municipal System Act.

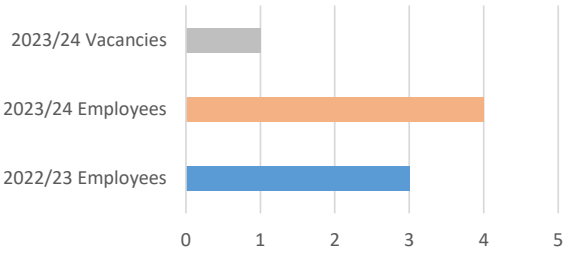
The Internal Audit function reports functionally to the Performance, Risk and Audit Committee and administratively to the Municipal Manager.

3.26.1 Service Statistics – Internal Audit

Details	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Compilation of the Risk Based Audit and 3-year strategic plans	1	1	1	1	1	1
Internal Audits	14	16	12	14	15	18

3.26.2 Employees – Internal Audit

Job Level	2022/23 Employees	2023/24 Employees	2023/24 Vacancies
0 - 3	0	0	0
4 - 6	0	0	0
7 - 9	0	0	0
10 - 12	3	2	1
13 - 15	0	1	0
16 - 19	0	1	0
TOTALS	**3**	**4**	**1**



3.27 Legal Services

Legal Services render an advisory and support function within the Municipality to the respective Directorates. This section is tasked to render proper and efficient legal advice to strengthen the capacity of WM to fulfil its' legislative mandate.

The functions rendered by Legal Services amongst others are:
1. Municipal Property Administration

a. Drafting of items for Council/Delegated Authority
b. Administration of applications for:
    i. Leases
    ii. Disposals
    iii. Encroachments
    iv. Servitudes

2. General Legal Matters
    a. Administer litigious matters.
    b. Provision of legal opinions and advice
    c. Liquor license applications administration
    d. Drafting and review of contracts, policies, and by-laws
    e. Consideration of public liability claims
    f. Supply Chain Management opinions

The highlights for the year under review were as follows:

- No big civil matters / claims against the municipality

The challenges for the year under review were as follows:

- There is an increase in eviction matters and cannot provide alternative housing.
- The inability of Eskom to increase electricity supply severely hampers development.
- Legal services are expensive and lengthy.

3.28 Strategic Support: Other

3.28.1 Capital Expenditure – Strategic Support and Other

Capital Projects	Original Budget	Adjusted Budget	Actual Expenditure	% Expenditure	Total Project Value (Est)
Furniture & equipment	R130 000	R310 042	R270 054	87%	R270 054
Computor Equipment	R50 000	R397 638	R364 608	92%	R364 608
Vehicle Replacement	R2 000 000	R4 535 707	R4 471 685	99%	R4 471 685
		R5 243 387	**R5 106 347**	**97%**	

CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE

4.1 INTRODUCTION TO THE MUNICIPAL WORKFORCE

Witzenberg Municipality currently employs **549** officials, (permanent + temporary employees), excluding councillors, who individually and collectively contribute to the achievement of the 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.

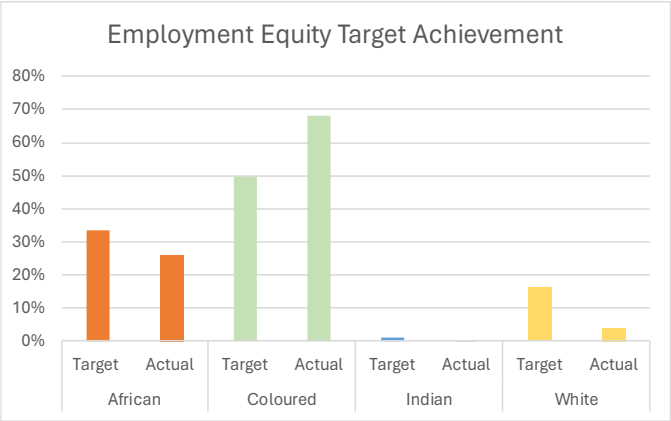
4.1.1 Employment Equity

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".

Employment Equity targets/actual

African			Coloured			Indian			White		
Target	Actual	Target reached	Target	Actual	Target reached	Target	Actual	Target reached	Target	Actual	Target reached
33%	26%	78%	50%	68%	137%	1%	0%	36%	16%	4%	25%

2023/24 EE targets/Actual by racial classification



Male			Female			Disability		
Target	Actual	Target reached	Target	Actual	Target reached	Target	Actual	Target reached
48%	64%	133%	51%	42%	82%	0%	0%	

2023/24 EE targets/actual by gender classification

Employment Equity vs. Population

Description	African	Coloured	Indian	White	Total
Population numbers (WC Province)	1 912 547	2 840 404	60 761	915 053	5 728 765
% Population	**33%**	**50%**	**1%**	**16%**	**100%**
Number of positions filled	136	346	2	23	507
% of Positions filled	**27%**	**68%**	**0.4%**	**4.6%**	**100%**
Note: The total population numbers is based on projection done by Global Insight					

EE population 2023/24

Occupational Categories – Race

Below is a table that indicates the number of employees by race within the specific occupational categories (including the Councillors):

Posts filled									
Occupational	**Male**				**Female**				**Total**
Categories	**A**	**C**	**I**	**W**	**A**	**C**	**I**	**W**	
Legislators, senior officials and managers	4	21	0	6	4	10	0	3	**48**
Professionals	0	10	0	0	4	8	0	1	**23**
Technicians and associate professionals	2	21	0	1	1	6	0	0	**31**
Clerks	6	19	1	0	11	43	0	8	**88**
Service and sales workers	20	22	0	2	11	23	0	0	**78**
Craft and related trades workers	6	19	1	2	0	0	0	0	**28**
Plant and machine operators and assemblers	10	30	0	0	0	0	0	0	**40**
Elementary occupations	52	99	0	1	23	27	0	0	**202**
Total permanent	**100**	**241**	**2**	**12**	**54**	**117**	**0**	**12**	**538**
Non-permanent employees	5	17	0	2	5	14	0	2	45
Grand total	**105**	**258**	**2**	**14**	**59**	**131**	**0**	**14**	**583**

Occupational Levels - Race

The table below categorize the number of employees by race within the occupational levels (excluding 23 councillors).

Occupational	Male				Female				Total
Levels	**A**	**C**	**I**	**W**	**A**	**C**	**I**	**W**	
Top Management	0	1	0	0	0	0	0	0	**1**
Senior management	1	0	0	2	0	0	0	0	**3**
Professionally qualified and experienced specialists and mid- management	1	13	0	2	1	6	0	3	**26**
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	23	41	1	6	8	31	0	5	**115**
Semi-skilled and discretionary decision making	29	101	1	1	19	52	0	4	**207**
Unskilled and defined decision making	43	62	0	0	21	29	0	0	**155**
Total permanent	**97**	**218**	**2**	**11**	**49**	**118**	**0**	**12**	**507**
Non- permanent employees	5	21	0	0	3	12	0	1	42
Grand total	**102**	**239**	**2**	**11**	**52**	**130**	**0**	**13**	**549**

Departments - Race

The following table categorize the number of permanent employees by race within the different departments (excluding 23 councillors):

Department	Male				Female				Total
	A	C	I	W	A	C	I	W	
Office of the Municipal Manager	0	4	0	2	2	4	0	1	**13**
Corporate Services	10	38	0	2	7	23	0	1	**81**
Financial Services	2	11	1	1	7	26	0	5	**53**
Community Services	24	73	0	1	20	44	0	1	**163**
Technical Services	51	113	1	4	6	21	0	1	**197**
Total permanent	**87**	**239**	**2**	**10**	**42**	**118**	**0**	**9**	**507**

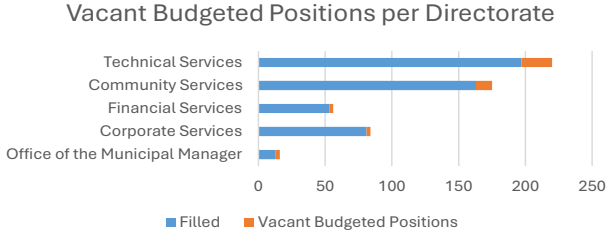
4.1.2 Vacancy Rate

The approved organogram for the municipality has 956 posts for the 2023/24 financial year. The actual positions filled are indicated in the tables below by post level and by functional level. Budgeted vacant posts were 44 vacant at the end of 2023/24, resulting in a vacancy rate of 4.6%.

Below is a table that indicates the vacancies within the municipality:

PER POST LEVEL		
Post level	**Filled**	**Vacant Budgeted Positions**
MM & MSA section 57 & 56	4	1
Middle management	26	3
Professionals		
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	115	6
Semi-skilled and discretionary decision making	207	14
Unskilled and defined decision making	155	20
Total	**507**	**44**

PER FUNCTIONAL LEVEL		
Functional area	**Filled**	**Vacant Budgeted Positions**
Office of the Municipal Manager	13	3
Corporate Services	81	3
Financial Services	53	3
Community Services	163	12
Technical Services	197	23
Total	**507**	**44**



The table below indicates the vacancies per Section 57 and 56 posts:

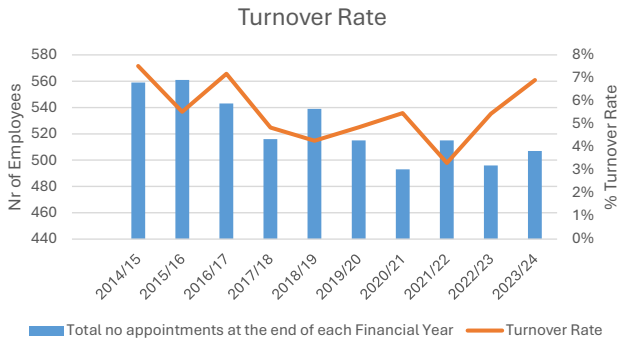
Salary Level	Number of Section 57 and 56 vacancies	Vacancy % (as a proportion of the total Section 57 and 56 posts)
Municipal Manager	0	**0**
Chief Financial Officer	0	**0**
Director: Corporate Services	0	**0**
Director: Community Services	1	**20%**
Director: Technical Services	0	**0**
Total	1	**20%**

4.1.3 Employee 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 slight increase from 5.4% in 2022/23 to 7% in 2023/24.

The table below indicates the employee turnover rate over the last three years:

Financial year	Total no appointments at the end of each Financial Year	New appointments (Permanent Appointments)	No Terminations during the year	Turnover Rate
2014/15	559	38	42	**8%**
2015/16	561	29	31	**6%**
2016/17	543	74	39	**7%**
2017/18	516	47	25	**5%**
2018/19	539	41	23	**4%**
2019/20	515	37	25	**5%**
2020/21	493	6	27	**5%**
2021/22	515	45	17	**3%**
2022/23	496	20	27	**5%**
2023/24	507	47	35	**7%**



4.2 MANAGING THE MUNICIPAL WORKFORCE

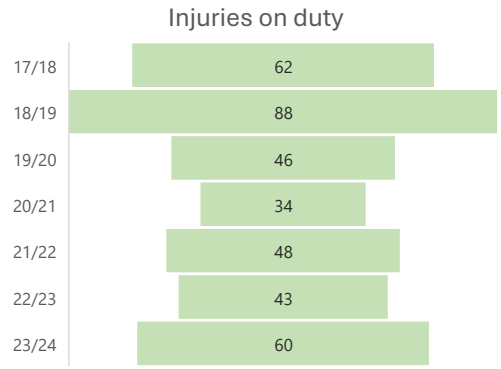
Managing the municipal workforce refers to analysing and coordinating employee behaviour.

4.2.1 Injuries on duty

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 shows an increase for the 2023/24 financial year of 60 employees compared to 43 employees in the 2022/23 financial year. Incidents are investigated to determine whether there was any negligence involved to ensure that it is an actual injury on duty. The table below indicates the total number of injuries within the different directorates:

Directorates	17/18	18/19	19/20	20/21	21/22	22/23	23/24
Office of the Municipal Manager	0	1	1	1	2	0	0
Corporate Services	5	6	3	2	3	4	4
Financial Services	3	7	3	2	4	4	4
Community Services	23	30	9	5	9	9	16
Technical Services	31	44	30	24	30	26	36
Total	**62**	**88**	**46**	**34**	**48**	**43**	**60**

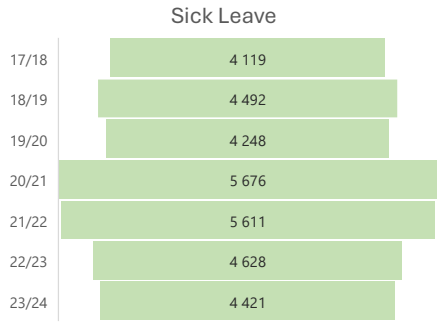


4.2.2 Sick Leave

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 sick leave days that have been taken during the 2023/24 financial year shows a decrease when compared with the 2022/23 financial year. The table below indicates the total number sick leave days taken within the different directorates:

Department	17/18	18/19	19/20	20/21	21/22	22/23	23/24
Office of the Municipal Manager	44	92	42	98	108	118	71
Corporate Services	561	619	709	935	686	676	938
Financial Services	305	331	375	670	789	607	471
Community Services	1 545	1648	1392	1751	2084	1568	1525
Technical Services	1 664	1802	1730	2222	1944	1659	1416
Total	**4 119**	**4 492**	**4 248**	**5 676**	**5 611**	**4 628**	**4 421**



4.2.3 HR Policies and Plans

Policies and plans provide guidance for fair and consistent staff treatment and a consistent approach to the management 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**
Attendance and Punctuality	4 August 2010
Employment Practice	4 August 2010
Employment Equity	4 August 2010
Employees under the Influence of Intoxicating Substances	4 August 2010
Legal Aid Policy	4 August 2010
Relocation Policy	4 August 2010
HIV/Aids Policy	4 August 2010
Internal Bursary	4 August 2010
Occupational Health And Safety	4 August 2010
Incapacity due to Poor Work Performance	4 August 2010
Sexual Harassment Policy	4 August 2010
Incapacity: Due to Ill Health/Injury Policy	4 August 2010
Private Work and Declaration of Interests	4 August 2010
Overtime Policy	31 May 2012
Proposed Scares Skills Policy	31 May 2012
Employee Assistance Policy	31 May 2012
Employment Policy	29 February 2012
Remuneration Policy	To be developed
Training and Development Policy	29 November 2022
Personnel Protective Equipment Policy	To be approved
Time and Attendance Policy	5 December 2017
Fraud & Corruption Prevention & Response Policy	26 July 2017
Fraud & Corruption Prevention Strategy	26 July 2017
Leave Policy	30 September 2020
Retirement Policy	30 September 2020
Mayoral Bursary Policy	25 August 2021
Witzenberg Whistle Blowing Policy	27 January 2021
Witzenberg Fraud and Corruption Policy and Response Plan	27 January 2021
Witzenberg Fraud and Corruption Prevention Strategy	27 January 2021

4.3 CAPACITATING THE MUNICIPAL WORKFORCE

Section 68(1) of the MSA states that a 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).

4.3.1 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	Number of Employees that received training
MM and S57	Female	0	0
	Male	0	0
Legislators, senior officials, and managers	Female	7	5
	Male	8	13
Professionals	Female	3	5
	Male	3	7
Associate professionals and Technicians	Female	4	4
	Male	11	4
Clerks	Female	16	17
	Male	7	5
Service and sales workers	Female	10	14
	Male	30	66
Craft and related trade workers	Female	0	0
	Male	12	6
Plant and machine operators and assemblers	Female	0	1
	Male	17	8
Elementary occupations	Female	9	4
	Male	64	57
Sub total	**Female**	**49**	**50**
	Male	**152**	**166**
Total		**201**	**216**

4.3.2 Skills Development – Training Provided

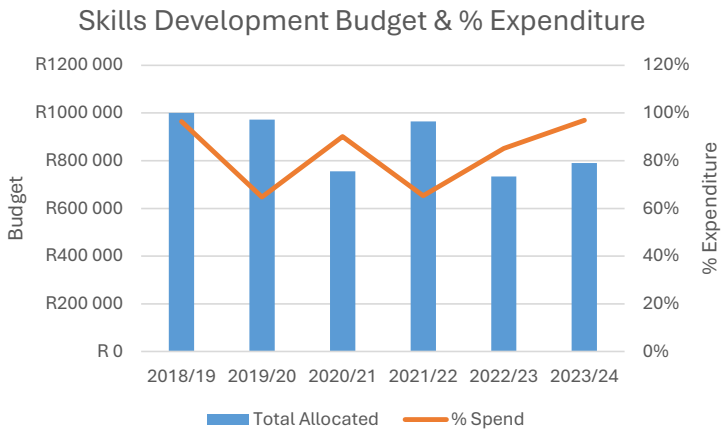
The Skills Development Act (1998) and the Municipal Systems Act, (2000), require employers to supply employees with the necessary training in order to develop its human resource capacity. Section 55(1)(f) states that as head of administration the Municipal Manager is responsible for the management, utilization and training of staff.

Occupational categories	Gender	Nr employees at the beginning of the financial yr	Training provided within the reporting period						
			Learner ships		Skills programmes & other short courses		Total		
			Actual	Target	Actual	Target	Actual	Target	% achieved
MM and S57	Female	0	0	0	0	0	0	0	
	Male	4	0	0	0	0	0	0	
Legislators, senior officials and managers	Female	15	2	0	2	7	1	7	14%
	Male	27	1	0	6	6	7	6	117%
Professionals	Female	19	6	6	1	6	0	12	0%
	Male	11	7	5	0	5	3	10	30%
Technicians and associate professionals	Female	7	0	3	1	3	1	6	17%
	Male	23	0	6	10	12	10	18	56%
Clerks	Female	66	0	3	12	15	12	18	67%
	Male	23	0	2	9	7	9	9	100%
Service and sales workers	Female	32	0	3	3	5	3	8	38%
	Male	46	0	9	42	29	42	38	111%
Craft and related trade workers	Female	0	0	0	0	0	0	0	
	Male	26	0	4	16	17	16	21	76%
Plant and machine operators and assemblers	Female	0	0	0	0	0	0	0	
	Male	45	0	7	18	16	18	23	78%
Elementary occupations	Female	42	0	0	4	6	4	6	67%
	Male	133	0	5	48	45	48	50	96%
Sub total	**Female**	**181**	**8**	**15**	**23**	**42**	**21**	**57**	**37%**
	Male	**338**	**8**	**38**	**149**	**137**	**153**	**175**	**87%**
Total		**519**	**16**	**53**	**172**	**179**	**174**	**232**	**75%**

4.3.3 Skills Development – Budget Allocation

The table below indicates that a total amount of R 790 371 was allocated to the workplace skills plan and that 97% of the total amount was spent in the 2023/24 financial year:

Year	Total workplace skills plan budget	Total Allocated	Total Spend	% Spend
2018/19	R1 000 000	R1 000 000	R964 411	96%
2019/20	R972 629	R972 629	R629 570	65%
2020/21	R755 802	R755 802	R681 175	90%
2021/22	R964 129	R964 129	R629 194	65%
2022/23	R733 698	R733 698	R624 773	85%
2023/24	R790 371	R790 371	R766 285	97%



4.3.4 Employee Performance Rewards

In accordance with regulation 32, a performance bonus, based on affordability, may be paid to an employee, after -

- The annual report for the financial year under review has been tabled and adopted by the municipal council;
- an evaluation of performance in accordance with the provisions of regulation 23; and
- approval of such evaluation by the municipal council as a reward for outstanding performance.
- The evaluation of the performance of Section 57 managers forms the basis for rewarding outstanding performance.

The table below shows the total number of Section 57 employees that received performance rewards during the 2023/24 financial year.

Race	Gender	Number of beneficiaries	Total number of employees received performance rewards	% Employees received performance rewards
African	Female			
	Male	1	1	**100%**
Asian	Female			
	Male			
Coloured	Female			
	Male	1	1	**100%**
White	Female			
	Male	2	2	**100%**
Disability	Female			
	Male			
Total		**4**	**4**	**100%**

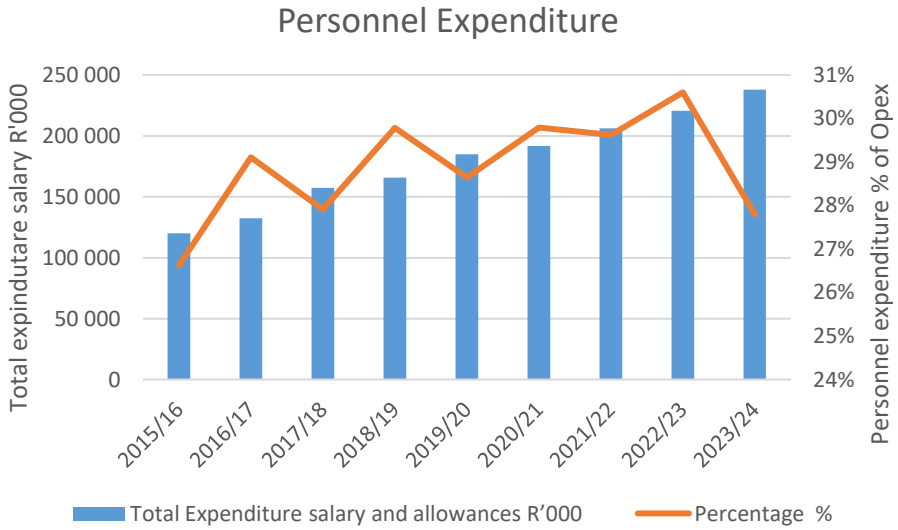
4.4 MANAGING THE MUNICIPAL WORKFORCE EXPENDITURE

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.

4.4.1 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 four financial years and that the municipality is well below the national norm of between 35 to 40%:

Financial year	Total Expenditure salary and allowances	Total Operating Expenditure	Percentage
	R'000	R'000	%
2015/16	120 121	451 210	27%
2016/17	132 456	455 063	29%
2017/18	157 404	563 945	28%
2018/19	165 908	556 947	30%
2019/20	185 058	646 051	29%
2020/21	191 682	643 353	30%
2021/22	206 347	696 492	30%
2022/23	220 603	720 826	31%
2023/24	238 053	856 498	28%



Below is a summary of Councillor and staff benefits for the year under review:

Financial year	2021/22	2022/23	2023/24		
Description	Actual	Actual	Original Budget	Adjusted Budget	Actual
	R'000	R'000	R'000	R'000	R'000
Councillors (Political Office Bearers plus Other)					
Allowance	7 856	8 319	9 277	9 276	9 007
Pension Contributions	1 071	1 384	1 524	1 524	1 339
Medical Aid Contributions	122	87	87	87	54
Motor vehicle allowance	391	227	0	0	184
Cell phone allowance	1 006	975	1 095	1 095	1 048
Housing allowance	15	0	0	0	0
Other benefits or allowances	14	74	96	85	45
In-kind benefits	0	0	0	0	0
Sub Total - Councillors	**10 475**	**11 067**	**12 079**	**12 067**	**11 677**
% increase/ (decrease)		**6%**			**6%**
Senior Managers of the Municipality					
Salary	3 901	4 125	4 652	4 652	4 082
Pension Contributions	331	334	379	379	349
Medical Aid Contributions	57	60	9	9	32
Motor vehicle allowance	990	991	1 008	1 008	1 316
Cell phone allowance	-2	365	369	369	365
Housing allowance	282	281	320	320	33
Performance Bonus	781	789	850	850	803
Other benefits or allowances	127	63	59	59	54
In-kind benefits	0	0	0	0	0
Sub Total - Senior Managers of Municipality	**6 467**	**7 008**	**7 646**	**7 646**	**7 034**
% increase/ (decrease)	**19%**	**8%**			**0%**
Other Municipal Staff					
Basic Salaries and Wages	125 380	129 336	146 266	149 913	143 682
Bonusses	9 382	9 750	11 347	11 347	10 737
Pension Contributions	19 100	20 399	23 298	23 298	22 036
Medical Aid Contributions	8 462	8 879	9 946	9 946	9 802
Motor vehicle allowance	5 922	6 366	7 112	7 133	6 758
Cell phone allowance	503	608	786	769	689
Housing allowance	1 130	1 172	1 350	1 350	1 166
Overtime	13 010	16 956	19 031	19 042	17 413
Standby Allowance	5 823	7 046	8 206	8 180	5 870
Other benefits or allowances	11 167	13 082	14 153	14 205	12 864
Sub Total - Other Municipal Staff	**199 879**	**213 594**	**241 495**	**245 183**	**231 017**
% increase/ (decrease)	**3%**	**7%**			**8%**
Total Municipality	**216 821**	**231 669**	**261 220**	**264 896**	**249 728**
% increase/ (decrease)	**3%**	**7%**			**8%**

4.5 MFMA COMPETENCIES

In terms of Section 83 (1) of the MFMA, the accounting officer, senior managers, the chief financial officer, 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 outcome based NQF Level 6 qualification in municipal finance management. In terms of the Government Notice 493 of 15 June 2007, "(1) No municipality or municipal entity may, with effect 1 January 2013 (exempted until 30 September 2015 as per Government Notice 179 of 14 March 2014), 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."

The table below provides details of the financial competency development progress as required by the regulation:

Financial Competency Development: Progress Report				
Description	**Total number of officials employed by municipality (Regulation 14(4)(a) and (c))**	**Competency assessments completed (Regulation 14(4)(b) and (d))**	**Total number of officials whose performance agreements comply with Regulation 16 (Regulation 14(4)(f))**	**Total number of officials that meet prescribed competency levels (Regulation 14(4)(e))**
Financial Officials				
Accounting Officer	1	1	1	1
Chief Financial Officer	1	1	1	1
Senior Managers	2	2	2	2
Any other financial officials	3	3	3	3
Supply Chain Management Officials				
Heads of supply chain management units	N/A	N/A	N/A	N/A
Manager Supply Chain Unit	1	1	1	1
Total	**8**	**8**	**8**	**8**

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 2023/24 financial year:

Financial Summary						R' 000
Description	22/23	23/24			Variance	
	Actual (Audited Outcome)	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Financial Performance						
Property rates	98 266	105 353	105 353	101 317	(3,83)	(3,83)
Service charges	439 882	517 215	532 215	531 782	2,82	(0,08)
Investment revenue	14 390	12 454	21 138	22 019	76,80	4,17
Transfers recognised - operational	140 527	158 793	184 922	152 438	(4,00)	(17,57)
Other own revenue	115 348	63 966	63 850	107 610	68,23	68,54
Total Revenue (excluding capital transfers and contributions)	**808 413**	**857 781**	**907 478**	**915 166**	**6,69**	**0,85**
Employee costs	220 604	258 264	261 979	246 467	(4,57)	(5,92)
Remuneration of councillors	11 067	12 079	12 073	11 680	(3,31)	(3,26)
Depreciation & asset impairment	33 563	54 369	54 369	34 133	(37,22)	(37,22)
Finance charges	18 311	9 535	9 535	6 094	(36,09)	(36,09)
Bulk purchases	279 960	360 544	360 143	324 086	(10,11)	(10,01)
Transfers and grants	2 208	2 253	3 016	2 928	30,00	(2,89)
Contracted Services	50 714	71 317	92 205	89 145	25,00	(3,32)
Impairment & Bad debt	54 997	64 475	64 475	(58 238)	(190,33)	(190,33)
Other expenditure	75 917	79 902	85 422	229 349	187,04	168,49
Total Expenditure	**747 340**	**912 737**	**943 216**	**885 643**	**(2,97)**	**(6,10)**
Surplus/(Deficit)	**61 073**	**(54 955)**	**(35 738)**	**29 523**	**(153,72)**	**(182,61)**
Transfers recognised - capital	67 395	46 921	48 088	38 780	(17,35)	(19,36)
Contributions recognised - capital & contributed assets	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	**128 469**	**(8 035)**	**12 350**	**68 302**	**(950,11)**	**453,07**
	-	-	-	-		
Capital expenditure & funds sources						
Capital expenditure						
Transfers recognised - capital	87 190	47 342	41 670	36 578	(22,74)	(12,22)
Public contributions & donations					–	–
Borrowing	–	9 000	10 518	–	(100,00)	(100,00)
Internally generated funds	–	16 923	37 360	45 205	167,13	21,00
Total sources of capital funds	87 190	73 264	89 547	81 784	11,63	(8,67)
Financial position						
Total current assets	353 605	296 094	361 286	368 411	24,42	1,97
Total non current assets	1 099 045	1 185 439	1 106 913	1 148 921	(3,08)	3,80
Total current liabilities	171 424	154 205	204 669	157 154	1,91	(23,22)
Total non current liabilities	113 386	304 136	134 427	124 036	(59,22)	(7,73)
Community wealth/Equity	1 167 840	1 023 192	1 129 102	1 236 142	20,81	9,48

Financial Summary						R' 000
Description	22/23	23/24			Variance	
	Actual (Audited Outcome)	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Cash flows						
Net cash from (used) operating	159 242	(176 815)	71 824	36 400	(120,59)	(49,32)
Net cash from (used) investing	(76 525)	(68 014)	(75 717)	(77 165)	13,45	1,91
Net cash from (used) financing	(795)	(2 740)	(2 740)	1 207	(144,07)	(144,07)
Cash/cash equivalents at the year end	226 802	(20 279)	220 169	187 245	(1 023,33)	(14,95)
Cash backing/surplus reconciliation						
Cash and investments available	226 802	(20 279)	220 169	187 245	(1 023,33)	(14,95)
Application of cash and investments	159 856	98 443	70 803	162 251	64,82	129,16
Balance - surplus (shortfall)	66 946	(118 723)	149 366	24 993	(121,05)	(83,27)
Asset management						
Asset register summary (WDV)	1 099 045	1 185 439	1 106 913	1 148 921	(3,08)	3,80
Depreciation & asset impairment	33 563	54 369	54 369	34 133	(37,22)	(37,22)
Repairs and Maintenance	16 787	29 343	29 843	23 069	(21,38)	(22,70)
Free services						
Cost of Free Basic Services provided	28 596	32 941	32 941	33 538	1,81	1,81
Revenue cost of free services provided	31 424	36 601	36 601	36 854	0,69	0,69
Households below minimum service level						
Water:	Nil	Nil	Nil	Nil	Nil	Nil
Sanitation/sewerage:	Nil	Nil	Nil	Nil	Nil	Nil
Energy:	Nil	Nil	Nil	Nil	Nil	Nil
Refuse:	Nil	Nil	Nil	Nil	Nil	Nil

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

T5.1.1

Statements of Revenue Collection Performance by vote and by source **Appendix K**

The table below shows a summary of performance against budgets:

Financial	Revenue excluding capital transfers			
Year	Budget	Actual	Diff.	Diff.
	(R'000)	(R'000)	(R'000)	%
22/23	735 767	808 413	72 646	9,87
23/24	907 478	915 166	7 688	0,85

Financial	Operating expenditure			
Year	Budget	Actual	Diff.	Diff.
	(R'000)	(R'000)	(R'000)	%
22/23	697 725	747 340	(49 615)	(7,11)
23/24	943 216	885 643	57 572	6,10

The table below indicates the Operational services performance for the 2023/24 financial year:

Financial Performance of Operational Services						
						R '000
Description	22/23	23/24			Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Operating Cost						
Water	53 420	51 425	54 485	74 201	(44,29)	(36,18)
Waste Water (Sanitation)	41 140	37 721	39 186	58 813	(55,92)	(50,09)
Electricity	312 104	398 930	400 790	364 654	8,59	9,02
Waste Management	58 234	72 714	73 095	69 546	4,36	4,86
Housing	4 820	11 667	35 904	39 249	(236,40)	(9,32)
Component A: sub-total	469 717	572 457	603 460	606 462	(5,94)	(0,50)
Waste Water (Storm water Drainage)	19	–	–	19	–	–
Roads	35 601	36 991	33 023	31 703	100,00	100,00
Transport	–	–	–	–	–	–
Component B: sub-total	35 620	36 991	33 023	31 722	100,00	100,00
Planning	12 196	14 622	15 128	13 508	100,00	100,00
Local Economic Development	1 912	2 147	2 081	1 826	100,00	100,00
Component C: sub-total	14 108	16 768	17 209	15 333	100,00	100,00
Community & Social Services	27 268	32 817	34 731	31 339	100,00	100,00
Enviromental Proctection	1 678	2 017	5 197	3 312	100,00	100,00
Health	–	–	–	–	–	–
Security and Safety	33 603	44 874	43 956	36 623	100,00	100,00
Sport and Recreation	33 311	39 592	38 985	37 311	100,00	100,00
Corporate Policy Offices	28 100	29 974	30 224	29 200	100,00	100,00
Finance and administration	96 360	123 778	121 793	84 815	100,00	100,00
Other	7 575	13 467	14 636	9 524	100,00	100,00
Component D: sub-total	227 894	286 520	289 523	232 126	100,00	100,00
Total Expenditure for the year	**747 340**	**912 737**	**943 216**	**885 643**	**2,97**	**6,10**

The bulk of the municipality's expenditure is spent on basic service delivery functions such as electricity, water, wastewater management and waste management.

5.2 FINANCIAL PERFORMANCE PER MUNICIPAL FUNCTION

The tables below show the financial performance according to municipal functions:

Vote Description	22/23	23/24			Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjusted Budget
	(R'000)				(%)	
Executive and Council						
Total Operational Revenue	33	31	31	28	0	0
Expenditure:						
Employees	(10 384)	(11 515)	(11 604)	(11 256)	2,24	2,99
Repairs and Maintenance	(4)	(7)	(3)	(3)	60,87	4,86
Other	(17 712)	(18 452)	(18 618)	(17 941)	2,77	3,63
Total Operational Expenditure	(28 100)	(29 974)	(30 224)	(29 200)	2,58	3,39
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	(28 067)	(29 943)	(30 193)	(29 173)	2,57	3,38
Budget and Treasury Office						
Total Operational Revenue	131 131	133 121	141 684	139 339	(4,67)	1,65
Expenditure:						
Employees	(20 407)	(24 245)	(24 245)	(22 530)	7,07	7,07
Repairs and Maintenance	(22)	(361)	(261)	(24)	93,32	90,76
Other	(21 677)	(35 944)	(35 606)	(6 553)	81,77	81,59
Total Operational Expenditure	(42 106)	(60 550)	(60 112)	(29 108)	51,93	51,58
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	89 025	72 571	81 572	110 231	(51,90)	(35,13)
Corporate Services						
Total Operational Revenue	10 900	1 259	1 259	3 971	(215,41)	(215,41)
Expenditure:						
Employees	(26 611)	(30 162)	(30 197)	(26 894)	10,83	10,94
Repairs and Maintenance	(373)	(468)	(488)	(427)	8,63	12,49
Other	(27 269)	(32 598)	(30 996)	(28 386)	12,92	8,42
Total Operational Expenditure	(54 254)	(63 228)	(61 681)	(55 708)	11,89	9,68
Gains / (losses)	(668)	(6 237)	(6 237)	–	100,00	100,00
Net Operational (Service) Expenditure	(44 022)	(68 206)	(66 659)	(51 737)	24,15	22,39
Community and Social Services						
Total Operational Revenue	133 819	149 502	150 279	148 911	0,40	0,91
Expenditure:						
Employees	(24 273)	(27 340)	(28 201)	(26 972)	1,35	4,36
Repairs and Maintenance	(238)	(531)	(373)	(311)	41,42	16,57
Other	(2 757)	(4 946)	(6 158)	(4 056)	18,00	34,13
Total Operational Expenditure	(27 268)	(32 817)	(34 731)	(31 339)	4,50	9,77
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	106 552	116 685	115 548	117 572	(0,76)	(1,75)
Sport and Recreation						
Total Operational Revenue	12 144	7 251	7 251	9 256	(27,65)	(27,65)
Expenditure:						
Employees	(23 290)	(25 390)	(24 968)	(24 569)	3,24	1,60
Repairs and Maintenance	(401)	(561)	(900)	(471)	15,97	47,64
Other	(9 620)	(13 641)	(13 117)	(12 272)	10,04	6,45
Total Operational Expenditure	(33 311)	(39 592)	(38 985)	(37 311)	5,76	4,29
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	(21 167)	(32 341)	(31 734)	(28 055)	13,25	11,59

Vote Description	22/23	23/24			Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjusted Budget
	(R'000)				(%)	
Public Safety						
Total Operational Revenue	9 925	12 732	12 931	3 783	70,29	70,75
Expenditure:						
Employees	(24 117)	(27 744)	(27 748)	(28 138)	(1,42)	(1,41)
Repairs and Maintenance	(455)	(728)	(988)	(839)	(15,25)	15,16
Other	(9 031)	(16 403)	(15 220)	(7 647)	53,38	49,76
Total Operational Expenditure	(33 603)	(44 874)	(43 956)	(36 623)	18,39	16,68
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	(23 677)	(32 142)	(31 025)	(32 840)	(2,17)	(5,85)
Housing						
Total Operational Revenue	482	6 269	31 114	42 365	(575,76)	(36,16)
Expenditure:						
Employees	(3 954)	(3 431)	(3 754)	(4 308)	(25,54)	(14,75)
Repairs and Maintenance	(270)	(335)	(562)	(403)	(20,17)	28,31
Other	(596)	(7 901)	(31 588)	(34 538)	(337,16)	(9,34)
Total Operational Expenditure	(4 820)	(11 667)	(35 904)	(39 249)	(236,40)	(9,32)
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	(4 338)	(5 398)	(4 790)	3 117	157,74	165,07
Health						
Total Operational Revenue	–	–	–	–	–	–
Expenditure:						
Employees	–	–	–	–	–	–
Repairs and Maintenance	–	–	–	–	–	–
Other	–	–	–	–	–	–
Total Operational Expenditure	–	–	–	–	–	–
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	–	–	–	–	–	–
Planning and Development						
Total Operational Revenue	3 669	2 993	3 021	4 662	(55,76)	(54,33)
Expenditure:						
Employees	(10 690)	(12 295)	(12 901)	(11 686)	4,95	9,42
Repairs and Maintenance	(102)	(80)	(80)	(77)	4,06	4,06
Other	(1 404)	(2 247)	(2 147)	(1 745)	22,33	18,69
Total Operational Expenditure	(12 196)	(14 622)	(15 128)	(13 508)	7,62	10,71
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	(8 527)	(11 629)	(12 107)	(8 846)	23,93	26,94
Road Transport						
Total Operational Revenue	39 597	47 144	46 497	20 919	55,63	55,01
Expenditure:						
Employees	(17 615)	(20 178)	(21 271)	(19 971)	1,02	6,11
Repairs and Maintenance	(13 686)	(13 677)	(7 539)	(6 989)	48,90	7,30
Other	(9 521)	(9 260)	(10 446)	(10 856)	(17,24)	(3,93)
Total Operational Expenditure	(40 822)	(43 115)	(39 256)	(37 816)	12,29	3,67
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	(1 225)	4 029	7 240	(16 897)	519,35	333,38
Environmental Protection						
Total Operational Revenue	1 386	10	2 502	1 587	(15 237,47)	36,58
Expenditure:						
Employees	(957)	(1 130)	(2 639)	(1 451)	(28,37)	45,02
Repairs and Maintenance	–	–	(30)	(0)	–	98,52
Other	(721)	(887)	(2 528)	(1 860)	(109,78)	26,41
Total Operational Expenditure	(1 678)	(2 017)	(5 197)	(3 312)	(64,18)	36,28
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	(292)	(2 007)	(2 696)	(1 725)	14,04	36,00

Vote Description	22/23	23/24			Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjusted Budget
	(R'000)				(%)	
Electricity						
Total Operational Revenue	315 576	402 787	399 396	373 655	7,23	6,44
Expenditure:						
Employees	(14 887)	(17 262)	(16 562)	(14 553)	15,70	12,13
Repairs and Maintenance	(1 776)	(3 456)	(3 736)	(3 396)	1,75	9,10
Other	(295 440)	(378 211)	(380 493)	(346 705)	8,33	8,88
Total Operational Expenditure	(312 104)	(398 930)	(400 790)	(364 654)	8,59	9,02
Gains / (losses)	(2)	–	–	–	–	–
Net Operational (Service) Expenditure	3 470	3 857	(1 395)	9 001	(133,36)	745,36
Water						
Total Operational Revenue	83 582	63 463	64 031	68 654	(8,18)	(7,22)
Expenditure:						
Employees	(10 016)	(11 841)	(11 841)	(9 835)	16,94	16,94
Repairs and Maintenance	(2 984)	(2 393)	(2 553)	(2 522)	(5,40)	1,21
Other	(40 420)	(37 191)	(40 091)	(61 844)	(66,29)	(54,26)
Total Operational Expenditure	(53 420)	(51 425)	(54 485)	(74 201)	(44,29)	(36,18)
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	30 163	12 038	9 546	(5 546)	146,07	158,10
Waste Water Management						
Total Operational Revenue	55 938	38 729	54 704	83 934	(116,72)	(53,43)
Expenditure:						
Employees	(10 974)	(12 055)	(12 055)	(11 232)	6,83	6,83
Repairs and Maintenance	(5 151)	(5 629)	(6 389)	(6 359)	(12,96)	0,47
Other	(25 831)	(20 285)	(21 985)	(42 476)	(109,40)	(93,21)
Total Operational Expenditure	(41 956)	(37 970)	(40 429)	(60 067)	(58,20)	(48,57)
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	13 982	759	14 275	23 867	(3 045,52)	(67,20)
Waste Management						
Total Operational Revenue	40 720	39 410	40 867	50 984	(29,37)	(24,76)
Expenditure:						
Employees	(20 105)	(22 029)	(22 345)	(20 827)	5,45	6,79
Repairs and Maintenance	(1 492)	(1 072)	(1 396)	(1 248)	(16,49)	10,55
Other	(36 637)	(49 614)	(49 354)	(47 470)	4,32	3,82
Total Operational Expenditure	(58 234)	(72 714)	(73 095)	(69 546)	4,36	4,86
Gains / (losses)	36 625	(1)	(1)	1 897	184 141,08	184 141,08
Net Operational (Service) Expenditure	19 111	(33 305)	(32 229)	(16 665)	49,96	48,29
Other						
Total Operational Revenue	–	–	–	–	–	–
Expenditure:						
Employees	(2 323)	(2 522)	(2 522)	(3 717)	(47,41)	(47,41)
Repairs and Maintenance	–	–	–	–	–	–
Other	(196)	(481)	(481)	(285)	40,71	40,71
Total Operational Expenditure	(2 518)	(3 002)	(3 002)	(4 002)	(33,31)	(33,31)
Gains / (losses)	–	–	–	–	–	–
Net Operational (Service) Expenditure	(2 518)	(3 002)	(3 002)	(4 002)	(33,31)	(33,31)

5.3 GRANTS

5.3.1 Grant Performance

The table below indicates the projects implemented under MIG funding for the past 3 years:

Project Name	Budget (VAT Excl)			Comments
	2021/22	2022/23	2023/24	
Vredebes Streetlights	1 565 217			Completed
Vredebes Access Collector		13 194 263		Completed
Vredebes bulk water pipeline			1 596 590	Completed
Ceres Lyellstr sport project	3 022 707	6 340 995	2 424 826	Completed
Op-Die-Berg Reservoir		173 913	4 536 345	Completed
Tierhokskloof pipeline		820 000	649 671	Phased Project
Tulbagh Reservoir		449 565	224 498	Phased Project
Material Recovery Facility	16 559 903			Completed
Resealing Wolseley Roads			3 689 266	Phased Project
Waste Management Vehicles			7 179 885	Completed

The table below indicates the grant performance for the 2023/24 financial year:

Grant Performance

R' 000

Description	2021/22	22/23	23/24			2023/24 Variance	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
Operating Transfers and Grants							
National Government:	**165 194**	**174 914**	**174 182**	**169 442**	**164 936**	2,72%	2,66%
Equitable share	106 666	121 668	135 729	135 729	135 729	0,00%	0,00%
Regional Bulk Infrastructure Grant	22 160	15 479	–	–	–	0,00%	0,00%
Finance Management Grant	1 550	1 550	1 550	1 550	1 550	0,00%	0,00%
Municipal Infrastructure Grant	23 707	23 980	30 073	28 916	24 293	3,85%	15,99%
Water Service Infrastructure Grant	–	9 143	–	–	–	0,00%	0,00%
Integrated National Electricity Program	8 597	778	3 391	–	–	100,00%	0,00%
Expanded Public Works	2 514	2 318	3 439	3 247	3 364	5,58%	-3,62%
Provincial Government:	**18 225**	**27 051**	**27 040**	**51 614**	**51 594**	-90,88%	0,04%
Regional Social Economic Project	1 619	394	–	174	200	0,00%	-14,94%
Capacity Building and Other	–	235	5 600	950	295	83,04%	68,95%
Housing	4 804	–	1 195	30 000	37 954	-2410,46%	-26,51%
CDW	38	273	132	132	71	0,00%	46,19%
Maintenance and Construction of Transport I	11 764	24 201	20 113	20 113	12 879	0,00%	35,97%
Municipal Accreditation and Capacity Buildir	–	186	–	245	196	0,00%	20,16%
Municipal Energy Resilience Fund	–	1 761	–	–	–	0,00%	0,00%
District Municipality:	**480**	**877**	**750**	**1 873**	**1 851**	-149,73%	1,19%
Water & Sanitation Informal Area	–	–	250	–	–	100,00%	0,00%
Capacity Building	–	–	–	–	–	0,00%	0,00%
Infrastructure	188	812	500	1 700	1 700	-240,00%	0,01%
Safety Project	264	65	–	173	151	0,00%	12,79%
Covid 19	28	–	–	–	–	0,00%	0,00%
Other grant providers:	**1 461**	**3 920**	**183**	**2 162**	**2 767**	-1084,01%	-28,00%
Belgium	1 453	3 412	183	256	1 793	-40,20%	-600,48%
China	8	7	–	–	–	0,00%	0,00%
Perdekraal	–	174	–	673	373	0,00%	44,64%
Nedbank	–	326	–	1 233	602	0,00%	51,21%
Total Operating Transfers and Grants	**185 360**	**206 762**	**202 155**	**225 091**	**221 148**	-11,35%	1,75%

Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. T5.3.1

The table below indicates the projects implemented under Human Settlements funding for the past 3 years:

Project Name	Budget (VAT Excl)			Comments
	2021/22	2022/23	2023/24	
Vredebes Top Structures			29 850 000	Phased Project (150)
Vredebes Serviced Sites H	4 125 138			Completed (529)

5.3.2 Level of Reliance on Grants & Subsidies

Financial year	Total grants and subsidies recognised	Total Operating Revenue	Percentage
	(R'000)		(%)
21/22	185 360	788 617	23,50%
22/23	206 762	838 902	24,65%
23/24	221 148	952 048	23,23%

Witzenberg Municipality is reliant on grants. Without the grants the Municipality would not have been able to upgrade infrastructure.

5.4 ASSET MANAGEMENT

The responsibility for asset management lies with both finance and the different functional/departmental managers. The Finance section is responsible for the record keeping and reporting on the assets, whereas the functional managers are responsible for the physical safeguarding of assets, the maintenance, acquisition and disposal of assets.

It is of utmost importance that these two functional areas communicate on a regular basis regarding all movement of assets. Especially in respect of the annual assets count, where information regarding the existence, condition and useful lives regarding assets is reviewed and reported on.

The implementation of GRAP (accounting standard for municipalities) remains a challenge to the Municipality due to the cost and time factors.

5.4.1 Treatment of the Three Largest Assets

TREATMENT OF THE THREE LARGEST ASSETS ACQUIRED 2023/24		
Asset 1		
Name	A - Capex Upgrade Van Breda Bridge	
Description	Upgrade of the Van Breda Bridge to improve transport facilities	
Asset Type	Infrastructure	
Key Staff Involved	Relevant Line manager, Project Management, Budget Office & Supply Chain Management	
Staff Responsibilities	Line Manager identify the need for the project and sets out the specifications required for SCM. Project Manager manage the implementation of the project, sets the Cash flow for the project and reports on a monthly basis on the stage of completion/performance of the project. Budget Office identifies the available Capital Funds and see to it that the project is approved and placed on the Capital Budget. Supply Chain,with the support of the Line Manager & Project Manager, draft the required Tender Docurement and see to it that the procuremt procedures and regulations are complied with in obtaining the necessary goods and services.	
Asset Value	2022/23	2023/24
	R 28 071 481	R 18 133 474
Capital Implications	**R 58 929 309**	
Future Purpose of Asset	Improved Public Transport Facilities	
Describe Key Issues	Not applicable.Project completed.	
Policies in Place to Manage Asset	Delegations & Asset Management Policy	

Asset 2		
Name	B - Capex Network Street	
Description	Variuos resealing of roads completed in the municipal area	
Asset Type	Infrastructure	
Key Staff Involved	Relevant Line manager, Project Management, Budget Office & Supply Chain Management	
Staff Responsibilities	Line Manager identify the need for the project and sets out the specifications required for SCM. Project Manager manage the implementation of the project, sets the Cash flow for the project and reports on a monthly basis on the stage of completion/performance of the project. Budget Office identifies the available Capital Funds and see to it that the project is approved and placed on the Capital Budget. Supply Chain,with the support of the Line Manager & Project Manager, draft the required Tender Docurement and see to it that the procuremt procedures and regulations are complied with in obtaining the necessary goods and services.	
Asset Value	2022/23	2023/24
	1 985 246,63	13 473 500
Capital Implications	**R 19 710 779**	
Future Purpose of Asset	Improved Road Network	
Describe Key Issues	Major Capital investment required for Tulbagh Roads	
Policies in Place to Manage Asset	Delegations & Asset Management Policy	

Asset 3		
Name	C - Capex Waste Management Vehicles - Yellow Fleet	
Description	The acquisition of fleet to improve waste management services	
Asset Type	Plant & Equipment	
Key Staff Involved	Relevant Line manager, Project Management, Budget Office & Supply Chain Management	
Staff Responsibilities	Line Manager identify the need for the project and sets out the specifications required for SCM. Project Manager manage the implementation of the project, sets the Cash flow for the project and reports on a monthly basis on the stage of completion/performance of the project. Budget Office identifies the available Capital Funds and see to it that the project is approved and placed on the Capital Budget. Supply Chain,with the support of the Line Manager & Project Manager, draft the required Tender Docurement and see to it that the procuremt procedures and regulations are complied with in obtaining the necessary goods and services.	
Asset Value	2022/23	2023/24
		7 129 204
Capital Implications	**R 7 129 204**	
Future Purpose of Asset	Transport of waste to Landfill Site and maintenance of the Landfill site	
Describe Key Issues	Increased future running cost as a result of longer distance to transport waste to Regional Site	
Policies in Place to Manage Asset	Delegations & Asset Management Policy	

5.4.2 Repairs and Maintenance

Repair and Maintenance Expenditure: 2023/24				
	R' 000	R' 000	R' 000	%
	Original Budget	**Adjustment Budget**	**Actual**	**Budget variance**
Repairs and Maintenance Expenditure	29 298	25 297	23 069	13,66
				T5.3.4

The future expenditure on repairs and maintenance needs to be increased to ensure that assets are maintained in a condition that is conducive for service delivery.

5.5 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

5.5.1 Liquidity Ratio

Description	Basis of calculation	2021/22	2022/23	2023/24
		Audited outcome	Audited outcome	Pre-audit outcome
Current Ratio	Current Assets/Current Liabilities	2,29	2,06	2,34
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	2,29	2,06	2,34
Liquidity Ratio	Monetary Assets/Current Liabilities	1,20	1,32	1,19

Current Ratio:

Financial year	Current assets	Current liabilities	Ratio
	(R)		
2021/22	276 036	120 617	2,29
2022/23	353 605	171 424	2,06
2023/24	368 411	157 154	2,34

Current Ratio adjusted for aged debtors:

Financial year	Current assets less debtors > 90 days	Current liabilities	Ratio
	(R)		
2021/22	276 036	120 617	2,29
2022/23	353 605	171 424	2,06
2023/24	368 411	157 154	2,34

Liquidity Ratio:

Financial year	Monetary Assets	Net current liabilities	Ratio
	(R)		
2021/22	144 880	120 617	1,20
2022/23	226 802	171 424	1,32
2023/24	187 245	157 154	1,19

The current ratio and the current ratio adjusted for aged debt are the same as the debtors per the statement of financial performance and have already been impaired (reduced with the doubtful debt).

5.5.2 IDP Regulation Financial Viability Indicators

Description	Basis of calculation	2021/22	2022/23	2023/24
		Audited outcome	Audited outcome	Pre-audit outcome
Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	2,9	4,2	3,0
Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	152,7	426,1	0,0
O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	113%	92%	67%

5.5.3 Creditors Management

Description	Basis of calculation	2021/22	2022/23	2023/24
		Audited outcome	Audited outcome	Pre-audit outcome
Creditors System Efficiency	Average creditor days	46	37	31

The creditors' management graph indicates the average days that the municipality takes to pay its creditors. The figure at year end is normally higher due to the higher-than-normal Eskom account resulting from seasonal tariffs charged by Eskom. This ratio is calculated by outstanding trade creditors divided by credit purchases.

5.5.4 Borrowing Management

Description	Basis of calculation	2021/22	2022/23	2023/24
		Audited outcome	Audited outcome	Pre-audit outcome
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	0,5%	0,2%	0,0%

5.5.5 Employee costs

Description	Basis of calculation	2021/22	2022/23	2023/24
		Audited outcome	Audited outcome	Pre-audit outcome
Employee costs	Employee costs/(Total Revenue - capital revenue)	28,57%	27,29%	26,00%

The graph indicates that 27.8% of revenue excluding grant revenue are utilised to fund employee related cost. The ratio is well within the norm of 25 to 40 %.

5.5.6 Repairs & Maintenance

Description	Basis of calculation	2021/22	2022/23	2023/24
		Audited outcome	Audited outcome	Pre-audit outcome
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	2,36%	4,26%	3,16%

The municipality need to accelerate the spending on maintenance of its assets.

COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

5.6 CAPITAL EXPENDITURE

R'000	Original Budget	Adjustment Budget	Full Year Total	Original Budget variance	Adjusted Budget Variance
Capital Expenditure	73 264	89 547	81 784	-11,6%	8,7%
Operating Expenditure	912 737	943 216	885 643	3,0%	6,1%
Total expenditure	**986 001**	**1 032 763**	**967 427**	1,9%	6,3%

5.7 SOURCES OF FINANCE

The table below indicates the capital expenditure by funding source for the 2023/24 financial year:

Capital Expenditure - Funding Sources — **R' 000**

Details		Actual 2022/23	2023/24				
			Original Budget (OB)	Adjustment Budget (AB)	Actual	OB to AB Variance (%)	Actual to OB Variance (%)
Source of finance							
	External loans	–	9 000	10 518	–	(0,17)	1,00
	Public contributions and donations					–	–
	Grants and subsidies	87 190	47 342	41 670	36 578	0,12	0,12
	Other	–	16 923	37 360	45 205	(1,21)	(0,21)
Total		87 190	73 264	89 547	81 784	**-22,22%**	**8,67%**
Percentage of finance							
	External loans	0,0%	12,3%	11,7%	0,0%		
	Public contributions and donations	0,0%	0,0%	0,0%	0,0%		
	Grants and subsidies	100,0%	64,6%	46,5%	44,7%		
	Other	0,0%	23,1%	41,7%	55,3%		
Capital expenditure							
	Water and sanitation	16 694	200	1 362	1 362	-581,19%	0,00%
	Electricity	4 827	3 491	4 437	4 357	-24,80%	1,80%
	Housing	–	–	–	–		
	Roads and storm water	42 520	24 513	28 449	27 918	-13,89%	1,87%
	Other	23 148	45 060	55 298	48 146	-6,85%	12,93%
Total		87 190	73 264	89 547	81 784	**-11,63%**	**8,67%**
Percentage of expenditure							
	Water and sanitation	19,1%	0,3%	1,5%	1,7%		
	Electricity	5,5%	4,8%	5,0%	5,3%		
	Housing	0,0%	0,0%	0,0%	0,0%		
	Roads and storm water	48,8%	33,5%	31,8%	34,1%		
	Other	26,5%	61,5%	61,8%	58,9%		

T5.6.1

5.8 CAPITAL SPENDING ON FIVE LARGEST PROJECTS

Projects with the highest capital expenditure in 2023/24:

Capital Expenditure of 5 largest projects* R' 000					
Name of Project	Current Year: 2023/24			Variance Current Year: 2023/24	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
A - Capex Upgrade Van Breda Bridge	24 513	18 690	18 133	26%	24%
B - Capex Network Street	–	13 474	13 473		
C - Capex Waste Management Vehicles - Yellow Fleet	5 048	7 214	7 129	-41%	-43%
D - Capex Op Die Berg Reservoir	2 681	4 785	4 767	-78%	-79%
E - Capex Vehicle Replacement Programme	2 000	4 536	4 076	-104%	-127%
** Projects with the highest capital expenditure in Year 1*					

Name of Project - A	**A - Capex Upgrade Van Breda Bridge**
Objective of Project	The Provision of Public Transport Facilities
Delays	Increase in cost estimate requiring approval from Provincial Government. Heavy rains
Future Challenges	The Cost of Planned & Unplanned Repairs & Maintenance to ensure the standard of service is maintained.Continuous commitment from Provincial Government to complete the project on time
Anticipated citizen benefits	Improved Transport Facilities
Name of Project - B	**B - Capex Network Street**
Objective of Project	Resealing of Roads Network
Delays	No delays
Future Challenges	The Cost of Planned & Unplanned Repairs & Maintenance to ensure the standard of service is maintained. Conitinuous commitment from Department of Water Affairs and Farmer to complete the project
Anticipated citizen benefits	Improved Road Network
Name of Project - C	**C - Capex Waste Management Vehicles - Yellow Fleet**
Objective of Project	The acquisition of fleet to improve waste management services
Delays	No Delays
Future Challenges	The Cost of Planned & Unplanned Repairs & Maintenance to ensure the standard of service is maintained. Community Education & Awareness in terms of Waste Management
Anticipated citizen benefits	Improved Waste Management Services
Name of Project - D	**D - Capex Op Die Berg Reservoir**
Objective of Project	The provision of additional water storage capacity to ensure sustainable water s
Delays	No delays
Future Challenges	The Cost of Planned & Unplanned Repairs & Maintenance to ensure the standard of service is maintained
Anticipated citizen benefits	Improved Basic Services and Quality Of Life
Name of Project - E	**E - Capex Vehicle Replacement Programme**
Objective of Project	Improved vehicle transport to enable the effective and efficient deployment of resources
Delays	No delays
Future Challenges	The Cost of Planned & Unplanned Repairs & Maintenance to ensure the standard of service is maintained
Anticipated citizen benefits	Improved turnaround time to service delivery issues as well as improved Traffic Safety

T5.7.1

5.9 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS OVERVIEW

All the residents in the urban areas have access to minimum basic services. Some areas still need to be upgraded to waterborne sewerage systems. Housing delivery is still a challenge, although it is a function of the Provincial Government. Service delivery to informal areas needs to be improved, serviced plots might be the only solution.

5.9.1 Service Backlogs

Service Backlogs as at 2023/24 Households (HHs)				
	*Service level above minimun standard		**Service level below minimun standard	
	No. HHs	% HHs	No. HHs	% HHs
Water	19 367	100%	0	0%
Sanitation	19 711	100%	0	0%
Electricity	14 678	100%	0	0%
Waste management	20 181	100%	0	0%
Housing (dwellings)	26 998	88%	3 024	11%
Services only refer to urban areas. Housing refer to municipal wide as published in the 2023 Witzenberg Socio-Economic Profile (Western Cape Government)				

Schools & clinics with access to basic services **Appendix P**

Schools & clinics with access to basic services where other spheres of government are responsible for the provision.

Appendix Q

CAPITAL INVESTMENT FRAMEWORK

The past couple of financial years, capital investment was dominated by bulk infrastructure projects linked to especially the Vredebes subsidized housing project. Most of the required bulk infrastructure has been completed and construction of houses and servicing of sites has commenced. A limited number of top structures will be constructed in the next two years due to the incapacity of Eskom bulk supply electricity network to Witzenberg as well as a policy change from the National Department of Housing where the focus will be more on serviced sites. It was indicated that upgrading of the electricity supply lines would only commence by 2030. With regards to housing, 529 sites at Vredebes were completed in 2021/22, with the purpose to accommodate the informal settlement at Nduli which should be upgraded the year after. Major projects mainly include the construction of a storage dam in Tulbagh completed in 2022/23, and other network upgrading for water/sanitation and electricity services.
The construction of a new Material Recovery Facility where solid waste is recycled was completed in July 2022 followed by the construction of drop-off points and transfer stations in various towns. The upgrading of the Van Breda Bridge in Ceres was completed in 2023/24.
In terms of the Witzenberg Strategic Map, the bulk of the funding is allocated to the key performance area of Essential Services with the strategic objectives related to the provision of services receiving most of the capital funding.

Detailed three-year Capital Budget

New works & renewal programme **Appendix M**

Full programme of capital projects **Appendix N**

Alignment of projects to Wards **Appendix O**

5.9.2 Municipal Infrastructure Grant (MIG)

Municipal Infrastructure Grant (MIG)* Expenditure 2023/24 on Service backlogs R' 000						
Details	**Budget**	**Adjust-ments Budget**	**Actual**	**Variance**		**Major conditions applied by donor (continue below if necessary)**
				Budget	**Adjust-ments Budget**	
Infrastructure - Road transport	–	3 715	3 689	**100,00%**	**-0,70%**	
Roads, Pavements & Bridges	–	3 715	3 689	100,00%	-0,70%	
Storm water	–	–	–			
Infrastructure - Electricity	–	–	–			
Generation	–	–	–			
Transmission & Reticulation	–	–	–			
Street Lighting	–	–	–			
Infrastructure - Water	**16 301**	**7 032**	**7 007**	**-132,64%**	**-0,36%**	
Dams & Reservoirs	5 381	4 780	4 761	-13,04%	-0,40%	
Water purification	–	–	–			
Reticulation	10 920	2 252	2 246	-386,13%	-0,26%	
Infrastructure - Sanitation	**–**	**–**	**–**			
Reticulation	–	–	–			
Sewerage purification	–	–	–			
Infrastructure - Other	–	–	–			
Waste Management	–	–	–			
Transportation	–	–	–			
Gas	–	–	–			
Other Specify:	**5 483**	**9 610**	**9 554**	**42,61%**	**-0,59%**	
Leyell Street Sport facilities	435	2 396	2 425	82,07%	1,19%	
Waste Management Vehicles - Yellow	5 048	7 214	7 129	29,20%	-1,19%	
	–	–	–			
	–	–	–			
Total	**21 784**	**20 357**	**20 250**	**-7,57%**	**-0,53%**	

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

T5.8.3

COMPONENT C: CASHFLOW MANAGEMENT AND INVESTMENTS

Cash flow budgeting and management is of the utmost importance to ensure sufficient cash to meet obligations.

5.10 CASH FLOW

Cash Flow Outcomes				R'000
Description	2022/23	Current Year: 2023/24		
	Audited Outcome	Original Budget	Adjusted Budget	Actual
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Ratepayers and other	527 430	561 001	675 613	600 517
Government - operating	130 463	156 768	183 104	128 513
Government - capital	67 395	55 289	50 797	39 321
Interest	32 945	33 583	48 207	48 344
Payments				
Suppliers and employees	(598 851)	(983 456)	(885 897)	(780 162)
Finance charges	(141)	–	–	(132)
Transfers and Grants	–	–	–	–
NET CASH FROM/(USED) OPERATING ACTIVITIES	**159 242**	**(176 815)**	**71 824**	**36 400**
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE	8 492	–	–	(922)
Decrease (Increase) in non-current debtors	–	–	–	–
Decrease (increase) other non-current receivables	–	–	–	–
Decrease (increase) in non-current investments	–	–	–	–
Payments				
Capital assets	(85 017)	(68 014)	(75 717)	(76 243)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(76 525)**	**(68 014)**	**(75 717)**	**(77 165)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans	–	–	–	–
Borrowing long term/refinancing	–	–	–	–
Increase (decrease) in consumer deposits	610	–	–	275
Payments				
Repayment of borrowing	(1 405)	(2 740)	(2 740)	933
NET CASH FROM/(USED) FINANCING ACTIVITIES	**(795)**	**(2 740)**	**(2 740)**	**1 207**
NET INCREASE/ (DECREASE) IN CASH HELD	**81 922**	**(247 570)**	**(6 633)**	**(39 557)**
Cash/cash equivalents at the year begin:	144 880	226 802	226 802	226 802
Cash/cash equivalents at the year end:	**226 802**	**(20 768)**	**220 169**	**187 245**
Source: MBRR SA7				T5.9.1

5.11 GROSS OUTSTANDING DEBTORS PER SERVICE

Financial year	Rates	Trading services (Electricity and Water)	Economic services (Sanitation and Refuse)	Housing rentals	Other	Total
	(R'000)					
2022/23	46 952	198 002	180 505	3 049	5 357	433 867
2023/24	54 881	163 537	158 575	2 309	5 445	384 747
Difference	7 929	(34 465)	(21 930)	(740)	87	(49 119)
% growth year on year	**17%**	**-17%**	**-12%**	**-24%**	**2%**	**-11%**

Note: Figures excludes provision for bad debt

5.12 TOTAL DEBTORS AGE ANALYSIS

Financial year	Less than 30 days	Between 30-60 days	Between 60-90 days	More than 90 days	Total
	R'000	R'000	R'000	R'000	R'000
2022/23	71 566	7 824	6 726	352 879	438 995
2023/24	113 093	8 491	7 139	261 152	389 876
Difference	41 527	667	413	(91 726)	(49 119)
% growth year on year	**58%**	**9%**	**6%**	**-26%**	**-11%**

Note: Figures excludes provision for bad debt

The Auditor-General of South Africa has, in its report on the 2023/24 financial statements of the Municipal Council, has emphasized the material impairment of R212 million of receivables from exchange transactions and R 53 million of receivables from non-exchange transactions. Included in the impairment for receivables from non-exchange transactions in an amount of R3 million in respect of traffic fines.

The gross outstanding service debtors in total decreased with 11 % in relation to the 2022/23 financial year. The decrease is due to prescribed debt and debt of indigent households written off.

The leading contributor to the outstanding debt is water at 24.2 %.

The effective implementation of the Credit Control Policy in areas where Eskom is a supplier of electricity is playing a major role in the escalation of the service debtors.

5.13 BORROWINGS AND INVESTMENT

5.13.1 Actual Borrowings

Instrument	2022/23	2023/24
	R'000	
Long Term Loans (annuity/reducing balance)	527	1 282
Long Term Loans (non(annuity)	0	0
Local registered stock	0	0
Instalment Credit	0	0
Financial Leases	0	0
PPP liabilities	0	0
Finance Granted by Cap Equipment Supplier	0	0
Marketable Bonds	0	0
Non-Marketable Bonds	0	0
Bankers Acceptances	0	0
Financial derivatives	0	0
Other Securities	0	0
Municipality Total	**527**	**1 282**

5.13.2 Municipal Investments

Witzenberg Municipality needs to increase the available investments to be financially more viable. This can only be achieved if the payment for rates and taxes improves.

Investment type	2022/23	2023/24
	R'000	R'000
Securities (National Government	-	-
Listed Corporate Bonds	-	-
Deposits (Bank	226 802	187 245
Deposits (Public Investment Commissioners	-	-
Deposits (Corporation for Public Deposits	-	-
Bankers Acceptance Certificates	-	-
Negotiable Certificates of Deposit (Banks	-	-
Guaranteed Endowment Policies (sinking)	-	-
Repurchase Agreements (Banks	-	-
Municipal Bonds	-	-
Other	-	-
Municipality Total	**226 802**	**187 245**

COMPONENT D: OTHER FINANCIAL MATTERS

5.14 SUPPLY CHAIN MANAGEMENT

Witzenberg Municipality implemented policies and practices in compliance with the guidelines stipulated by the SCM Regulations 2005. No councillors are members of any committees handling supply chain processes.

5.15 GRAP COMPLIANCE

GRAP is the acronym for Generally Recognized Accounting Practice, and it provides the accounting standards by which municipalities are required to maintain their financial accounts. Successful GRAP compliance will ensure that municipal accounts are comparable and more informative for the municipality. It will also ensure that the municipality is more accountable to its citizens and other stakeholders.

CHAPTER 6 – AUDITOR-GENERAL AUDIT FINDINGS

COMPONENT A: AUDITOR-GENERAL OPINION 2023/24

6.1 AUDITOR-GENERAL REPORTS 2022/23

Auditor-General Report on Financial Performance 2022/23	
Status of the audit report:	**Unqualified**
Issue raised	**Corrective step implemented**
Emphasis of matter:	
Material impairments	
As disclosed in note 3 to the financial statements, the municipality provided for an impairment of R310,5 million (2021-22: R252,2 million) on receivables from exchange transactions amounting to R344,9 million (2020-21: R285, 7 million).	A report on the writing off of prescribed debt and the debt of indigent households has been prepared and will be submitted to council for consideration in 2024.
As disclosed in note 4 to the financial statements, the municipality provided for an impairment of R49,6 million (2021-22: R49,5 million) on receivables from non-exchange transactions.	
Restatement of corresponding figures	
As disclosed in note 36 to the financial statements, the corresponding figures for 30 June 2022 have been restated as a result of errors discovered during 2022-23 in the financial statements of the municipality for the year ended 30 June 2023.	None

6.2 AUDITOR-GENERAL REPORTS 2023/24

Auditor-General Report on Financial Performance 2023/24	
Status of the audit report:	**Unqualified**
Issue raised	**Corrective step implemented**
Emphasis of matter:	
Material impairments	
As disclosed in note 3 to the financial statements, the municipality provided for an impairment of R211,6 million (2022-23: R310,5 million) on receivables from exchange transactions of R334,9 million (2022-23: R392 million).	A report on installation of water management devices and other improvements in the application of the credit control policy will be submitted to council for consideration in 2025.
As disclosed in note 4 to the financial statements, the municipality provided for an impairment of R53,3 million (2022-23: R49,6 million) on receivables from non-exchange transactions amounting to R62, 1 million (2022-23: R53, 1 million).	
Restatement of corresponding figures	
As disclosed in note 37 to the financial statements, the corresponding figures for 30 June 2023 have been restated because of errors in the financial statements of the municipality at, and for the year ended 30 June 2024.	None

LIST OF ABBREVIATIONS

AG	Auditor-General
CAPEX	Capital Expenditure
CBP	Community Based Planning
CFO	Chief Financial Officer
DPLG	Department of Provincial and Local Government
DWA	Department of Water Affairs
EE	Employment Equity
GAMAP	Generally Accepted Municipal Accounting Practice
GRAP	Generally Recognised Accounting Practice
HR	Human Resources
IDP	Integrated Development Plan
IFRS	International Financial Reporting Standards
IMFO	Institute for Municipal Finance Officers
KPA	Key Performance Area
KPI	Key Performance Indicator
LED	Local Economic Development
MAYCO	Executive Mayoral Committee
MFMA	Municipal Finance Management Act (Act No. 56 of 2003)
MMC	Member of the Mayoral Committee
MIG	Municipal Infrastructure Grant
MM	Municipal Manager
MRF	Material Recovery Facilities
MSA	Municipal Systems Act No. 32 of 2000
MTECH	Medium Term Expenditure Committee
NGO	Non-governmental organisation
NT	National Treasury
OPEX	Operating expenditure
PMS	Performance Management System
PPP	Public Private Partnership
PT	Provincial Treasury
SALGA	South African Local Government Organisation
SAMDI	South African Management Development Institute
SCM	Supply Chain Management
SDBIP	Service Delivery and Budget Implementation Plan
SDF	Spatial Development Framework

APPENDICES

APPENDIX A: Councillors; Committee Allocation and Council Attendance

See also Chapter 2.1.1 of Annual Report

Period 1 July 2023 to 30 June 2024

Name of Councillor / Alderman	Capacity	Committee Allocation	% Attendance of Council Meetings 2023/24
T Abrahams	Councillor / Executive Mayor	Committee for Technical Services Executive Mayoral Committee	100%
K Adams	Mayco Member / Alderman	Councillor,Mayco; Committee for Housing Matters	100%
W Alexander	Councillor / Mayco member	Committee for Corporate and Financial Services	60%
P Daniels	Councillor / Mayco member	Committee for Community Development / Committee for Local Economic Development	100%
S de Bruin	Councillor	Committee for Housing Matters	94%
G Franse	Councillor	Committee for Technical Services; Committee for Community Development, MPAC	94%
JP Fredericks	Mayco Member / Councillor	Mayco; Committee for Corporate and Financial Services	100%
AL Gili	Councillor	Committee for Technical Services; Local Labour Forum	77%
LA Hardnek	Councillor / Mayco member	MPAC; Committee for Community Development	100%
P Heradien	Councillor	Committee for Corporate and Financial Services	100%
GG Laban	Councillor / Executive Deputy Mayor	Committee for Local Economic Development; Local Labour Forum / Committee for Community Development	62%
JS Mouton	Councillor / Mayco member	Committee for Technical Services	77%
JF Nel	Councillor / Executive Deputy Mayor	Committee for Community Development	100%
MJ Ndaba	Councillor	Comitee for Corporate and Financial Services / Committee for Local Economic Development	46%
N Nogcinisa	Councillor	Committee for Local Economic Development / Comittee for Corporate and Financial Services / MPAC	77%
N Phatsoane	Councillor	Committee for Community Development / Committee for Housing Matters	77%
K Robyn	Executive Mayor / Councillor	Committee for Community Development	69%
EM Sidego	Mayco Member / Councillor / Speaker	Council; Mayco Ex-Officio	100%
HJ Smit	Executive Mayor / Alderman	Council; Mayco; Local Labour Forum	100%
D Swart	Councillor	Committee for Corporate and Financial Services / Committee for Housing Matters / Committee for Technical Services	100%
IL Swartz	Councillor / Mayco member	Committee for Housing Matters; MPAC	69%
JJ Visagie	Mayco Member / Alderman	Mayco; Committee for Technical Services	100%
K Yisa	Councillor	Committee for Community Development; MPAC	77%
J Zalie	Councillor / Mayco member	Committee for Corporate and Financial Services / Committee for Local Economic Development	54%

Total attendance of Council Meetings

Period 1 July 2023 to 30 June 2024

Council Meeting dates	Number of items submitted	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
2023/07/24	4	100%	None
2023/08/25	25	100%	None
2023/10/17	11	100%	None
2023/10/24	11	100%	None
2023/12/14	11	52%	48%
2023/12/20	11	61%	39%
2024/01/24	56	91%	9%
2024/03/20	3	96%	4%
2024/03/27	2	52%	48%
2024/04/12	27	96%	4%
2024/04/16	2	70%	30%
2024/05/16	16	74%	26%
2024/06/21	39	87%	13%

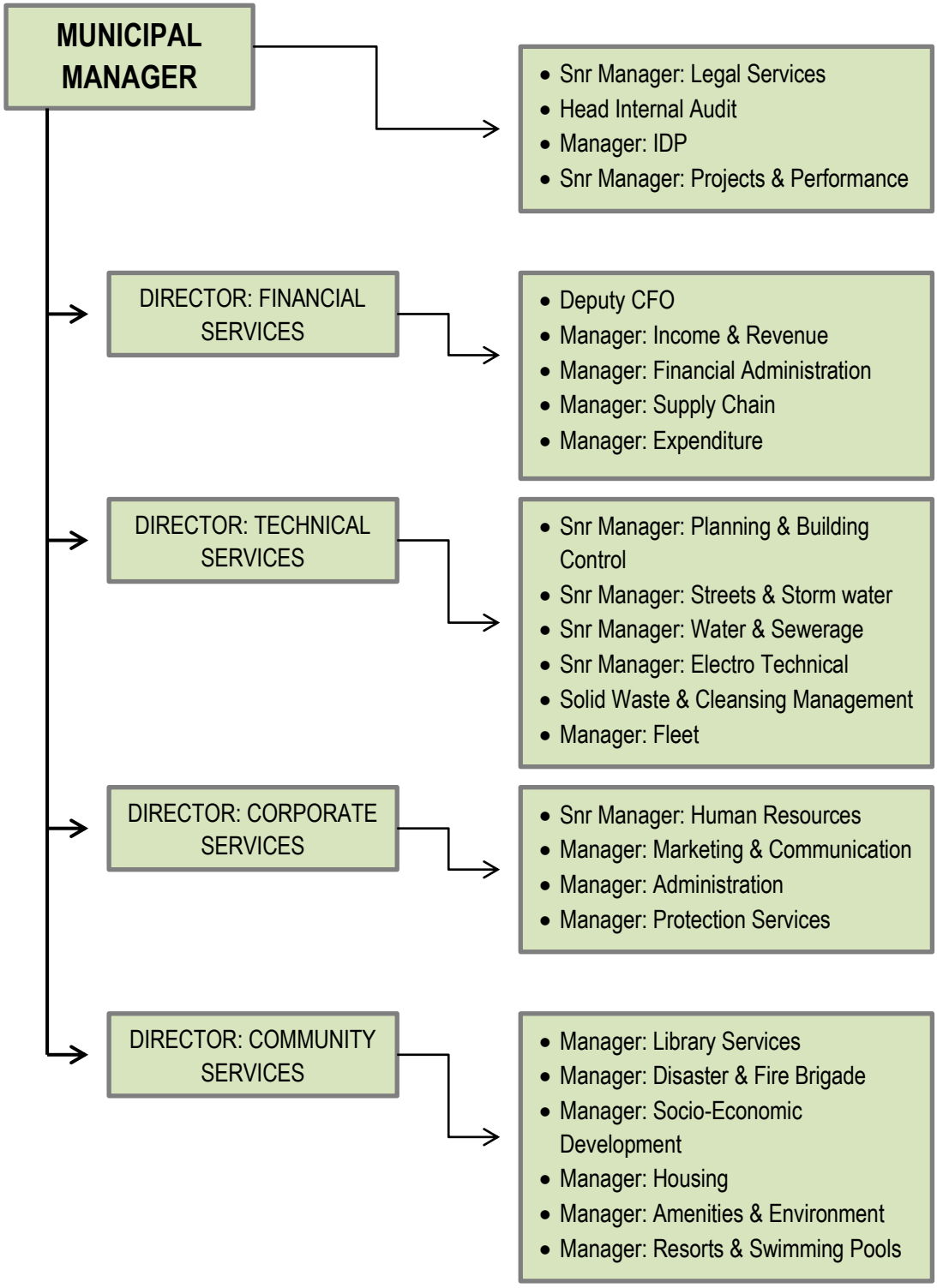
APPENDIX B

APPENDIX B: Committees & Committee Purposes

See also Chapter 2.1.1 of Annual Report

Name of Committee	Purpose	
Corporate and Financial Services	Administrative & Financial Support Services Traffic (finances) Information Technology IDP & Public Participation Labour Relations Human Resources Budget, Insurance, Assets & Valuations	Supply Chain Management Internal Audit Property Management Performance Management Archives Industrial Development
Housing Matters	Housing Management Needs determination Community Participation (Housing) Placement & Allocation	Project Management (Housing) Lease & Subsidy Administration Illegal Occupancy & Squatter Control
Local Economic Development, Tourism & Marketing	Local Economic Development Marketing Communication	Tourism Museums
Technical Services	Cleansing & Solid Waste Expanded Public Works & Infrastructure Electricity Mechanical Services Civil Services	Water & Sanitation Roads & Storm Water Project Management Town Planning & Land Use Building Control
Community Development	Protection Services Traffic Fire Fighting Disaster Management Social Services Child Care Facilities Elderly Support Community Safety Youth Development Night Shelter	Stray Animal Management Law Enforcement Library Services Municipal Facilities & Community Halls Parks & Sport Facilities Cemeteries Resorts & Swimming Pools Non-Governmental Organisations Socio-Economic Development Environmental Management Public Transport

APPENDIX C: Third Tier Administrative Structure



APPENDIX D: Functions of the Municipality

The municipal functional areas are as indicated below:

Municipal Function	Municipal Function: Yes / No
Constitution Schedule 4, Part B functions:	
Air pollution	Yes
Building regulations	Yes
Childcare facilities	No (support)
Electricity and gas reticulation	Yes
Firefighting services	Yes
Local tourism	No (support)
Municipal airports	No
Municipal planning	Yes
Municipal health services	No
Municipal public transport	No (only planning & operating licenses)
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 harbours, excluding the regulation of international and national shipping and matters related thereto	No
Storm water management systems in built-up areas	Yes
Trading regulations	Yes
Water and sanitation services limited to potable water supply systems and domestic wastewater and sewage disposal systems	Yes
Constitution Schedule 5, Part B functions:	
Beaches and amusement facilities	Yes
Billboards and the display of advertisements in public places	Yes
Cemeteries, funeral parlours 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	No
Local amenities	Yes
Local sport facilities	Yes
Markets	No
Municipal abattoirs	No
Municipal parks and recreation	Yes

Municipal Function	Municipal Function: Yes / No
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

APPENDIX E: Ward Committee Governance & Functionality

Ward committee members are paid a monthly stipend and transport is provided, where necessary. This stipend is to aid ward committee members with attending meetings and functions where public participation, through the ward committee system, is required.

Venues have been established for the ward meetings and support personnel. The Community Liaison Officers and Community Development Workers are available for support, if necessary. Refreshments are provided at the ward committee meetings.

The table below provides information on the establishment of ward committees and their functionality:

Ward Number	Location	Committee established: Yes / No	Number meetings held during the year	Committee functioning effectively: Yes / No
1	Nduli (Polo Cross Hall)	Yes	8	Yes
2	Wolseley (Montana Library)	Yes	9	Yes
3	Ceres (Rietvallei Library)	Yes	8	Yes
4	Prince Alfred's Hamlet (Kliprug Community Hall)	Yes	8	Yes
5	Ceres (John Steyn Library)	Yes	8	Yes
6	Bella Vista (Bella Vista Library)	Yes	8	Yes
7	Wolseley (Montana Library)	Yes	9	Yes
8	Op -Die-Berg (Op-die-Berg Aksent Office)	Yes	8	Yes
9	Op-die-Berg	Yes	9	Yes
10	Prince Alfred's Hamlet (Council Chambers)	Yes	9	Yes
11	Tulbagh (Council Chamber)	Yes	9	Yes
12	N'Duli (Community Hall)	Yes	8	Yes

The table below provides information on each ward with regards to representatives and the capacity representing:

Ward	Sport & Culture	Health & Social	Safety	Youth	Education
1	Vuyisa Solly Yisa	Pontso Mona	Hazel Mancayi	Noluvo Zwelinjani	Cingiswa Tshuta
2	Sara Jacobs	Lucille Claasen	Jan Pietersen	George Fredericks	Audrey Longman
3	Carel Jacobs	Lorencia Jacobs	Mark Mentor	Mariaan Van Rooi	Helen Hendricks
4	Le-Marco Smit	Tegan Hails	Jane Haas	Willie Abrahams	Anneline Smit
5	Rudolf Nel	Ian Hercules	Terry Webb	Cornelia Moses	Ronnie Philander
6	Chantel Pietersen	Jonathan Fredericks	Abraham Crotz	Sara Krotz	Katinka Koopman
7	Rose January	Vacant	Filemon Philander	Sophia Thomas	Jannie J Van Wyngaardt
8	Liezel Tromp	Heinrich Swart	Salmon Jantjies	Sophia Zass	Celeste Jantjies
9	Thuliswa Mayekiso	Heyley Fransman	Bongeka Rini	Mncedisi Zwelinjani	Thomas Persens
10	Thabisani Kwinana	Victoria Mandazaya	Mandilakhe Zilinga	Jaqualine Moses	Leonard Baartman
11	Vacant	Gerald Davids	Vacant	Dinene Coetzee	Sittimio Louw
12	Lindy Gili	Lucia Gambushe	Humphry Ndwanya	Thembakazi Ncaphayi	Thembisa Mhlophe
Ward	**Business Community**	**Women**	**Churches**	**Civics & Taxes**	**Disabled& Elderly**
1	Eric Ndwanya	Xoliswa Mazomba	Nombulelo Sehlahla	Kenneth Mbangula	Buyiswa Stuurman
2	Doreen Lottering	Jaqueline Fortuin	Marilise Marthinus	Pauldine September	Petronela Moses
3	Petrus Wolfaart	Saartjie Franse	Violet Zekoe	Ronald Ross	Marinda Mankapan
4	Alma Goosen	Trudene Roman	Kamit Slinger	Moses Davids	Jacobus De Wee
5	Jonathan Higgins	Paulina Bitterbos	Pieter Fredericks	Charmain Paulse	Andries Slinger
6	Pieter Farao	Sylvia Minaar	Willie Mars	Demetri Opperman	Geraldine Adams
7	Neville Jansen	Daleen Kinear	Vacant	Elizabeth Madani	Melodie T Bles
8	Anna Kywa	Elsie Olivier	Carlo Galant	Audrey Coetzee	Esmarelda Ockhuis
9	Nkosinathi Nonjola	Zukuswa Phuphuma	Ndelelo Shweni	Mzwanele Mrhwetyana	Manuel Meckensy
10	Zibongile Gqibisa	Bulelwa Dywasha	Hermanus Hartnek	Princess Thetyana	Carine Visagie
11	Dawid Meyer	Rosina Jooste	Sindiswa Bede	Norman Collins	Daniel Thomas
12	Vukile Manzi	Pamela Dumbisa	Mabhuti Silere	Mabandla Shasha	Legina Balani

APPENDIX F: Service delivery performance at Ward level

Basic service provision per ward/town (within urban edge).

Wards	Town	Nr. of Accounts				*Informal Households	Housing Waiting List
		Water	Sanitation	Electricity	Refuse		
1,12	*Nduli*	1 438	1 358	2 382	1 346	1 122	1 506
3,5	*Ceres*	2 402	2 794	2 886	3 207		2 500
4,6	*Bella Vista*	2 686	2 637	2 668	2 580		
4,1	*Hamlet*	1 394	1 368	ESKOM	1 362	242	1 202
9	*Op-Die-Berg*	546	477	ESKOM	621		850
7,11	*Tulbagh*	1 943	1 851	2 687	1 740	2 634	994
2,7	*Wolseley*	2 578	2 553	2 568	2 630	2 642	1 302
TOTALS		**12 987**	**13 038**	**13 191**	**13 486**	**6 640**	**8 354**

*Informal Households – nr of households in informal areas (excluding backyarders)

Top four service delivery priorities per ward/town.

Wards	Town	Priority Name & Detail	Progress During 2023/24
1,12	Nduli	Housing Project safety	Regular patrols at new housing developments
		Sports grounds needs to be restored/ upgraded	On-going vandalism & theft prohibits restoration
		Electrical theft needs to be clamped down	Illegal connections remain high priority to be addressed through newly developed Illegal electricity connection & theft strategy
		Taxi Violence	Public Transport Plan to address and continuous engagements with roleplayers.
		Provide street/security lights in unsafe areas	Periodic maintenance.
3,5	Ceres	Provide street/security lights in unsafe areas	Periodic maintenance.
		Weekends the Town Main Roads have too much traffic	Spatial Development Plan completed. In progress with precinct plan for R46 towards Nduli.
		Housing need	635 Serviced sites completed & top structures being developed at Vredebes
4,6	Bella Vista	Vandalizing of Municipal property	Increasing law enforcement & coordination with SAPS
		Business hub/mini CBD for Bella Vista	In process to develop container park at Bella Vista / Skoonvlei industry.
		Clamp down on illegal dumping of refuse.	New Waste Management Policy
4,1	Hamlet	Animal control in all areas	Increased law-enforcement
		Illegal occupation of land	Continued law enforcement and inspections
		Xhosa medium school for PA Hamlet area	Conveyed to Provincial Government
		Housing need	Development at Vredebes
9	Op-Die-Berg	Public transport	Negotiations needs to take place with Transport associations
		Restoration and securing of Skurweberg Sports grounds	Sports Master Plan Dev
		Illegal shops and shebeens need to be closed	Continued law enforcement & inspections
		Speed calming still a problem	Increased law enforcement
7,11	Tulbagh	More ablution facilities needed in Chris Hani area, and ASLA Camp	Upgrade of Informal Settlements project underway for Chris Hani
		Informal households utilising storm water as a means to dump their grey water & waste water, which contaminates river. Storm water network in Tulbagh needs to be maintained regularly	Formal housing to be included in housing pipeline to alleviate problem.
		Sewerage network in Chris Hani area needs to be maintained regularly	Periodic maintenance
		River Rehabilitation Programs	Negotiations needs to take place with illegal occupants on river banks
2,7	Wolseley	Illegal occupation of land	Continued law enforcement and inspections
		Restoration and securing of Pine Valley Sports grounds	Sports Master Plan Dev
		Back yard dwellers still a problem, housing need	Housing project planned for future, dependant on grant funding allocations.
		Illegal shops and shebeens need to be closed	Continued law enforcement and inspections

APPENDIX G: Audit Committee recommendations

Date of the PRAC meetings	Committee recommendations during 2023/24	Recommendations adopted
28-Jul-23	The Performance, Risk and Audit Committee resolved that: (a) that the Chief Risk Officer submits a list of action plans to be cleaned up with reasons to the Performance, Risk and Audit Committee for consideration.	Yes
28-Jul-23	The Performance, Risk and Audit Committee resolved that: (a) that Senior Management and the Head: Internal Audit discuss the matter of Combined Assurance Framework to determine what can be adopted and report back to the Performance, Risk and Audit Committee after that. (b) that notice be taken of the contents of Circular Mun No. 6/2023 from Provincial Treasury.	Yes
17-Nov-23	That the Performance, Risk and Audit Committee recommends to Council: (a) that prescribed debt to the value of R129,853,263.04 be written off. (b) that the indigent debt to the value of R43,765,510.01 be written off. (c) that the debt that was not recoverable in terms of Section 118(1) of the Municipal Systems Act to the value of R233,510.36 be written off. (d) that any interest or new debits raised on indigent accounts as per Section 2 and debt to be written off in terms of paragraph 118 of the Municipal Systems Act be written off as well. (e) that the Municipality's Credit Control and Debt Collection Policy be implemented in respect of all debt incurred after the write-off even if the household is indigent.	Yes
17-Nov-23	that the Performance, Risk and Audit Committee takes notice of the Second Biannual Report of the Performance, Risk and Audit Committee on Performance Management for 2022/2023 and forwards same to the Municipal Manager for tabling to Council and to be accepted after consideration.	Yes
03-Nov-23	(a) That the Chief Financial Officer provides more information with regard to the purpose of Bid 08/2/20/68: Provision of online electronic CIPC (Companies and Intellectual Properties Commission) and Credit Search Services at the next meeting That the Performance, Risk and Audit Committee recommends to Council: that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for June, July, August and September 2023 and, after consideration, same be accepted.	Yes
13-Dec-23	That the Performance, Risk and Audit Committee recommends to Council: that notice be taken of the AGSA Audit Report for 2022/2023.	Yes
13-Dec-23	That the Performance, Risk and Audit Committee recommends to Council: that notice be taken of the Annual Financial Statements for 2022/2023 (after COMAF's) and same be considered.	Yes

Audit Committee recommendations on Fraud & Financial Misconduct for 2023/24

Minutes: Performance, Risk & Audit Committee Meeting, 9 September 2022 & 24 April 2023

that notice was taken that there were no disciplinary cases regarding fraud and corruption for the period 1 July 2022 to 30 June 2023.

APPENDIX H

APPENDIX H: Long Term Contracts and Public Private Partnerships

No long-term contract was entered into by the end of June 2023/24. No Public Private Partnership was entered into by end of June 2023/24.

APPENDIX I

APPENDIX I: Service delivery performance of entities & service providers

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. A service provider:

- means a person or institution or any combination of persons and institutions which provide to or for the benefit of the local community.
- 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

During the year under review, the municipality did not appoint any service providers who provided municipal services to or for the benefit of the local community on behalf of the municipality and thus, this report contains no information in this regard. All other contract appointments are regularly monitored in terms of Section 51(3) of the Supply Chain Management Policy which stipulates that vendor performance must be monitored as follows:

- Each project manager shall monitor the supplier's compliance and performance to the set of specifications.
- If the supplier fails to perform in accordance with the specification requirements, the project manager must report such failure to the supplier in writing immediately upon becoming aware of such non-compliance for them to correct the situation.

The above information will be kept and made available for future evaluation purposes, contract negotiations and regular feedback to vendors.

If vendors fail to deliver in terms of paragraph 23(1)(a) of the General conditions of the contract, the municipality reserves the right to make use of remedies at its disposal in terms of applicable law.

APPENDIX J

APPENDIX J: Disclosure on Financial Interests

Schedule 1, Section 7 as well as Schedule 2, Section 5A of the Municipal Systems Act states that when a councillor is elected or appointed or a person appointed in terms of section 56 or a municipal manager, he or she must within 60 days declare in writing to the municipal manager or the chairperson of the municipal council the following financial interests held:

- shares and securities in any company;
- membership of any close corporation;
- interest in any trust;
- directorships;
- partnerships;

- other financial interests in any business undertaking
- employment and remuneration;
- interest in property;
- pension; and
- subsidies, grants and sponsorships by any organisation.

Any change in the nature or detail of the financial interests of any councillor or official must be declared in writing to the municipal manager or to the chairperson of the municipal council annually. The municipal Council must determine which of the financial interests referred in the above-mentioned list must be made public, whilst balancing the need for confidentiality and disclosure in the public interest.

The following table lists the disclosure of financial interests of the administrative and strategic role players of the municipality which were deemed to be disclosed for public interest:

Disclosures of Financial Interests - 1 July 2023 – 30 June 2024		
Name	**Description of Financial interests***	
Executive Mayor		
Cllr T Abrahams	Employment and Remuneration	Witzenberg Municipality and BOCMA: Board Member: Stipend
	Property	7 Fortuin Street and 1 Cloete Street
	Shares & securities in any company	Sasol; MTN and Peninsula Hotel
	Interest in any trust	Abrahams Family Trust
	Pension	Old Mutual
Member of Mayoral Committee / Executive Committee		
Cllr JF Nel	Employment and Remuneration	Witzenberg Municipality
	Property	4 Vos Street, Ceres
	Pension	Government Pension
Alderman K Adams	Employment and Remuneration	Witzenberg Municipality
	Property	853 Vrede Street, Bella Vista
	Pension	Consolidated Retirement Fund
Cllr HJ Smit	Employment and Remuneration	Witzenberg Municipality
	Pension	Consolidated Retirement Fund
Cllr P Daniels	Employment and Remuneration	Witzenberg Municipality
	Property	31 7th Avenue Wolseley
	Pension	Consolidated Retirement Fund
Cllr JP Fredericks	Employment and Remuneration	Witzenberg Municipality
	Directorship	Dakaf's Costruction
	Pension	Cape Joint Retirement Fund and GERF
	Property	8 Zahn Street, Tulbagh (Rent) (Beneficiary - Executor)
	Other financial interest in any business	Tavern and Café (Tulbagh) (Executor)
Councillor		
Cllr W Alexander	Employment and Remuneration	Witzenberg Municipality
	Pension	Cape Joint Retirement Fund
Alderlady EM Sidego	Employment and Remuneration	Witzenberg Municipality
	Pension	Cape Joint Retirement Fund
	Shares & securities in any company	SANLAM
	Property	9 Michael Street, Tulbagh

Alderman JJ Visagie	Employment and Remuneration	Witzenberg Municipality
	Pension	Cape Joint Retirement Fund
	Property	1 Skuinsbaai Cresent, Prince Alfred's Hamlet
Alderman D Swart	Employment and Remuneration	Witzenberg Municipality and Cape Winelands District Municipality
	Property	27 Umzimaai Avenue, Ceres
	Pension	Consolidated Retirement Fund
Cllr GG Laban	Employment and Remuneration	Witzenberg Municipality
	Pension	Consolidated Retirement Fund
Cllr NJ Ndaba	Shares and securities in any	Eyethuintaba Farm Project
	Directorships	Eyethuintaba Farm Project
	Membership of any close cooperation	Yes, Emdweni development project base in Eastern Cape
	Partnership	Partnership with Donkerbos Estate ate Eyethuintaba
	Employment and Remuneration	Donkerbos Landgoed and Witzenberg Municipality
	Pension	Consolidated Retirement Fund
	Property	Entsimekweni Village, Eastern Cape (2 Houses)
Cllr JS Mouton	Employment and Remuneration	Witzenberg Municipality
	Directorship	Home Base Trade 63
	Pension	Consolidated Retirement Fund
Cllr N Phatsoane	Employment and Remuneration	Witzenberg Municipality
		Cape Winelands District Municipality
	Pension	Consolidated Retirement Fund
Cllr J Zalie	Employment and Remuneration	Witzenberg Municipality
	Other financial interest in any business	JB's Place
	Shares & securities in any company	Partnership in family business
	Partnership	Partnership in family business
	Property	156 Madani Street, Wolseley
Cllr IL Zwartz	Employment and Remuneration	Witzenberg Municipality
	Pension	Consolidated Retirement Fund
Cllr P Heradien	Shares and Securities in any company	Mardorpet (PTY)
	Directorship	Mardorpet (PTY)
	Employment and Remuneration	Witzenberg Municipality
	Property	44 Lyell Street Ceres; 42 Lyell Street Ceres
	Pension	Cobalt Pension Fund (ABSA)
Cllr A Gili	Employment and Remuneration	Witzenberg Municipality and Kasi Vibes Entertainment
	Pension	Consolidated Retirement Fund
Cllr R Robyn	Employment and Remuneration	Witzenberg Municipality
	Property	19 Wiehan Street, Prince Alfred's Hamlet
	Pension	Consolidated Retirement Fund
Cllr S de Bruin	Employment and Remuneration	Witzenberg Municipality / Du Toit Group
	Shares	Crispy Coolers
	Pension	Consolidated Retirement Fund / Verso / Du Toit
Cllr G Franse	Employment and Remuneration	Witzenberg Municipality
	Property	354 River Cresent, Op-die-Berg, Koue Bokkeveld

	Pension	Consolidated Retirement Fund
Cllr LA Hardnek	Employment and Remuneration	Witzenberg Municipality
	Membership of any close cooperation	Lilly's Catering and Hiring Service
	Other financial interest in any business	Lilly's Catering and Hiring Service
	Property	283 Marina Street, Ceres
		284 Marina Street, Ceres
		23 Starking Street, Ceres
	Pension	GEPF and Consolidated Retirement Fund
		SASSA – Old Age
Cllr K Yisa	Employment and Remuneration	Witzenberg Municipality
	Pension	Consolidated Retirement Fund
Cllr N Nogcinisa	Employment and Remuneration	Witzenberg Municipality
	Pension	Consolidated Retirement Fund
	Property	4 Ashley Kriel Street, Prince Alfred's Hamlet
	Subsidies. grants and sponsorships by any organisation	Child Support Gant
Chief Accounting Officer		
Mr D Nasson	Shares and security in any Company	Old Mutual
	Property	Residential
Chief Financial Officer		
Mr C Kritzinger	25% Interest in property	Residential
	50 % Interest in property	Residential
	50 % Interest in property	Residential
Directors		
Mr JF Barnard	Property	Residential & Small Holding
Mr M Mpeluza	Property	Residential
** Financial interests to be disclosed even if they incurred for only part of the year. See MBRR SA34A*		

APPENDIX K: Statements of Revenue Collection Performance by vote & source

Revenue collection by vote

The table below indicates the Revenue collection performance by vote:

Revenue per Vote	22/23	23/24			23/24 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustment Budget
	R'000	R'000	R'000	R'000	%	%
Vote1 - Executive and Council	R33	R31	R31	R28	(10.65)	(10.65)
Vote2 - Budget and Treasury Office	R168 037	R133 121	R141 684	R141 237	6.10	(0.32)
Vote3 - Corporate Services	R25 436	R18 452	R18 651	R28 320	53.48	51.84
Vote4 - Civil services	R533 846	R589 650	R603 610	R596 087	1.09	(1.25)
Vote5 - Community and Social Services	R148 456	R163 448	R191 590	R200 600	22.73	4.70
Total Revenue by Vote	**R875 808**	**R904 702**	**R955 565**	**R966 270**	**6.81**	**1.12**

Revenue collection by Source

The table below indicates the Revenue collection performance by source for the 2023/24 financial year:

Source	22/23	23/24			23/24 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustment Budget
	R'000	R'000	R'000	R'000	%	%
Property rates	R98 266	R105 507	R105 507	R101 317	(3.97)	(3.97)
Property rates - penalties & collection charges	R2 822	R3 566	R3 566	R4 091	14.73	14.73
Service Charges - electricity revenue	R311 865	R398 201	R398 201	R371 022	(6.83)	(6.83)
Service Charges - water revenue	R45 356	R52 012	R52 012	R48 337	(7.07)	(7.07)
Service Charges - sanitation revenue	R57 692	R43 352	R58 352	R84 582	95.11	44.95
Service Charges - refuse revenue	R38 680	R40 429	R40 429	R42 659	5.51	5.51
Less: Revenue Forgone	-R22 394	-R28 037	-R28 037	-R25 976	(7.35)	(7.35)
Rentals of facilities and equipment	R4 786	R4 648	R4 648	R5 038	8.39	8.39
Interest earned - external investments	R14 390	R12 434	R21 117	R22 019	77.09	4.27
Interest earned - outstanding debtors	R22 715	R23 550	R23 550	R28 557	21.27	21.27
Fines	R8 857	R11 194	R11 194	R20 634	84.33	84.33
Licences and permits	R1 145	R2 327	R2 327	R1 183	(49.18)	(49.18)
Agency services	R4 611	R4 461	R4 461	R4 739	6.23	6.23
Transfers recognised - operational	R127 007	R151 018	R152 462	R141 212	(6.49)	(7.38)
Other revenue	R45 813	R33 120	R57 688	R73 375	121.54	27.19
Gains	R46 802	R0		R4 791	–	–
Total Revenue (excluding capital transfers and contributions)	R808 413	R857 781	R907 478	R927 580	8.14	2.22

Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3

APPENDIX L: Conditional Grants excluding MIG

Conditional Grants: excluding MIG						
R' 000						
Details	Budget	Adjustments Budget	Actual	Variance Budget	Variance Adjustments Budget	Major conditions applied by donor (continue below if necessary)
Finance Management Grant	1 550	1 550	1 550	0,00%	0,00%	Financial Management
Integrated National Electricity Program	3 391	–	–	100,00%	0,00%	Electricity connections
Expanded Public Works	3 439	3 247	3 364	2,17%	-3,62%	Job creation
Regional Social Economic Project	–	174	200	0,00%	-14,94%	Social Economic Project
Capacity Building and Other	5 600	950	295	94,73%	68,95%	Capacity Building
Housing	1 195	30 000	37 954	-3076,06%	-26,51%	Housing
CDW	132	132	71	46,19%	46,19%	Community Development Workers
Maintenance and Construction of Transport Infrastructure	20 113	20 113	12 879	35,97%	35,97%	Upgrade Van Breda Bridge
Municipal Accreditation and Capacity Building Grant	–	245	196	0,00%	20,16%	Capacity Building
Water & Sanitation - Informal area	250	–	–	100,00%	0,00%	Services for informal areas
Infrastructure	500	1 700	1 700	-239,96%	0,01%	Grant for Tulbagh Raw Water Dam
Safety Project	–	173	151	0,00%	12,79%	Safety upgrades
Belgium	183	256	1 793	-882,05%	-600,48%	Local economic development
Perdekraal	–	673	373	0,00%	44,64%	Nature conservation
Nedbank	–	1 233	602	0,00%	51,21%	Nature conservation
Total	**36 353**	**60 446**	**61 127**	**-68,15%**	**-1,13%**	

APPENDIX M: New Capital works & renewal programme

APPENDIX N: Full programme of capital projects

APPENDIX O: Alignment of projects to wards

The following tables show the individual budgeted projects as allocated per ward (as included in the 2023/24 adjusted SDBIP):

Key Performance Area: 1. ESSENTIAL SERVICES

Strategic Objective: 1.1 SUSTAINABLE PROVISION & MAINTENANCE OF BASIC INFRASTRUCTURE

Department	Description	Funding Source	Ward	Budget 2023_2024	Budget 2024_2025	Budget 2025_2026	Budget 2026_2027	Budget 2027_2028
Dir Tech	Office Equipment (Director)	CRR	All	39 000	30 000	30 000	30 000	30 000
Electricity Adminis	MV Substation Equipment	CRR	All	1 500 000	1 500 000		1 500 000	
Electricity Adminis	Upgrade on electrical network renewable	CRR	All	1 000 000				
Electricity Adminis	Upgrade of LV Network Cables	CRR	All	500 000	1 000 000		1 000 000	
Electricity Adminis	MV Network Equipment	CRR	All	900 000	1 000 000		1 000 000	
Electricity Adminis	Upgrade of MV Cables	CRR	All	1 000 000	600 000	1 500 000	1 500 000	
Electricity Adminis	Tools & Equipment	CRR	All		150 000	250 000	200 000	
Electricity Adminis	Electrical Network Refurbishment	CRR	All	1 000 000	1 500 000		1 500 000	
Electricity Adminis	Fencing Tulbagh Deport	CRR	11	2 556 470				
Roads	Network streets	CRR	All	5 000 000		2 500 000		2 500 000
Roads	Rehabilitation - Streets Tulbagh	CRR	11			3 500 000		
Roads	Tools & Equipment	CRR	All	100 000	50 000		100 000	
Roads	NMT Sidewalks Ceres	CRR	3,5		500 000			
Roads	Tulbagh, Rossouwstr upgrade	MIG	11		107 177	9 074 783		
Roads	Tulbagh upgrade roads north of Steinthal	MIG	11		8 260 870			
Roads	Tulbagh upgrade roads north of Steinthal	CRR	11	200 000				
Roads	Road maintenance & upgrade	MIG	All				12 000 000	15 000 000
Roads	Upgrade pavements	CWDM	3,5	500 000				
Roads	Resealing Roads Wolseley	MIG	2,7	1 000				
Sewerage	Aerator replacement programme	CRR	All		500 000		700 000	
Sewerage	Refurbishment WWTW	CRR	All		750 000		1 000 000	
Sewerage	Sewer Pumps-replacement	CRR	All		250 000		500 000	500 000
Sewerage	Sewer Network Replacement	CRR	All	699 968	2 000 000		2 000 000	2 000 000
Sewerage	Security upgrades	CRR	All		300 000		116 000	116 000
Sewerage	Plant & Equipment	CRR	All				344 000	
Sewerage	Upgrade WWTW Wolseley	WSIG	7					
Sewerage	Upgrade WWTW Wolseley (Own Contribu	CRR	7					
Sewerage	Generators	Prov Grant	All	413 043				
Sewerage	Generators	CRR	All	2 440 856				
Solid Waste Dispo	Transfer stations & related infrastructure (	CRR	3				5 817 400	
Solid Waste Dispo	Fencing Landfill site	Loan	4,10	4 517 500				
Solid Waste Dispo	Fencing Landfill site	CRR	4,10	177 051				
Solid Waste Rem	Drop-offs Transfer stations Tulb/PAH/BV	Loan	All	1 081 686				
Solid Waste Rem	Drop-offs Transfer stations	Grant	All	1 200 000				
Solid Waste Rem	Furniture & Office equipment	Belgium	All	256 457				
Solid Waste Rem	Waste Management Vehicles	MIG	All	7 414 650				
Storm Water	Network - Storm Water Upgrading	CRR	All		450 000			
Water Distribution	Infrastructure Management System	CRR	All		200 000			
Water Distribution	Plant & Equipment	CRR	All	200 000	50 000			
Water Distribution	Security upgrades	CRR	All		450 000			
Water Distribution	Network- Water Pipes & Valve Replaceme	CRR	All	100 000	2 000 000		2 000 000	2 000 000
Water Distribution	Tulbagh Dam	RBIG	7, 11					
Water Distribution	Grey Water System	CRR	All		500 000	1 000 000		
Water Distribution	Op-Die-Berg Reservoir	MIG	8	4 979 284				
Water Distribution	Op-Die-Berg Reservoir	CRR	8	198 731				
Water Distribution	Tulbagh Reservoir	MIG	7,11	2 448 391	4 526 320			
Water Distribution	Tierhokskloof bulk pipeline	MIG	2,7	1 364 261	2 100 000			
Water Distribution	Tierhokskloof bulk pipeline (own contributi	CRR	2,7		2 956 522			
Water Distribution	Tulbagh Dam (own contribution)	CRR	7,11	3 012 651				
Water Distribution	Nduli: Upgrade & replace water pipe line a	MIG	5		3 913 043			
Water Distribution	Plant & Equipment	Priv Ent	All	24 000				

Strategic Objective: 1.2 PROVIDE FOR THE NEEDS OF INFORMAL SETTLEMENTS THROUGH IMPROVED SERVICES

Department	Description	Funding Source	Ward	Budget 2023_2024	Budget 2024_2025	Budget 2025_2026	Budget 2026_2027	Budget 2027_2028
Electricity Adminis	Electrical Network Housing Project	INEP	All		869 565	869 565		
Electricity Adminis	Vredebes 150 houses electrification	CRR	5	1 037 246				
Roads	Nduli Infill Internal Roads	IHHSDG	1,12					
Roads	Vredebes Access Collector	CRR	5	724 203				
Sewerage	Nduli Infill Internal Sewerage	IHHSDG	1,12					
Sewerage	Toilets for informal settlements	Prov Grant	7	956 522				
Sewerage	Tulbagh bulk sewer lowcost housing	MIG	7,11			10 434 783		
Storm Water	Nduli Infill Internal Storm water	IHHSDG	1,12					
Water Distribution	Vredebes Bulk internal water pipeline	MIG	5	1 632 001	907 372			
Water Distribution	Nduli Infill Internal Water	IHHSDG	1,12					

Key Performance Area: 2. GOOD GOVERNANCE

Strategic Objective: 2.1 Support Institutional Transformation and Development

Department	Description	Funding Source	Ward	Budget 2023_2024	Budget 2024_2025	Budget 2025_2026	Budget 2026_2027	Budget 2027_2028
Administrative & C	Furniture & Equipment	CRR	All					
Administrative & Corporate Support		CRR	All			500 000		
Dir Corp	Office Equipment	CRR	All	51 000	50 000	500 000		
Administrative & C	Furniture & Equipment	CRR	All	35 000				
Administrative & C	Furniture & Equipment	CRR	All	31 600				
Information Techr	IT Equipment	CRR	All			650 000	215 000	
Information Techr	IT Equipment	CRR	All			2 500 000		
Municipal Manage	Office Equipment	CRR	All		30 000			
Fleet Managemer	Vehicle Replacement Program	CRR	All	4 655 279		400 000		
Fleet Managemer	Vehicle Replacement Program	Belgium	All			300 000		
Fleet Managemer	Tools & Equipment	CRR	All					
Fleet Managemer	Workshop Building Upgrade	CRR	3			300 000		

Strategic Objective: 2.2 Ensure Financial Stability

Department	Description	Funding Source	Ward	Budget 2023_2024	Budget 2024_2025	Budget 2025_2026	Budget 2026_2027	Budget 2027_2028
Dir Fin	Office Equipment	CRR	All		30 000			
Finance	Furniture & equipment	Equitable Share	All				40 000	
Finance	Furniture & equipment	CRR	All				711 157	
Finance	Computor Equipment	CRR	All	372 238			50 000	
Finance	Computor Equipment	Grant	All	15 000			75 000	
Finance	Computor Equipment	Grant	All	15 000				
Finance	Furniture & equipment	CRR	All	30 000				
Finance	Furniture & equipment	CRR	All					

Strategic Objective: 2.3 Maintain and strengthen relations

Department	Description	Funding Source	Ward	Budget 2023_2024	Budget 2024_2025	Budget 2025_2026	Budget 2026_2027	Budget 2027_2028
Communication	Access Control - Furniture and Equipment	CRR	All	100 000		1 000 000		
Communication	Signage & Billboards	CRR	All					
Communication	Camera equipment	CRR	All	20 000	20 000			

Key Performance Area: 3. COMMUNAL SERVICES

Strategic Objective: 3.1 Provide and Maintain Facilities and Environment that make citizens feel at home

Department	Description	Funding Source	Ward	Budget 2023_2024	Budget 2024_2025	Budget 2025_2026	Budget 2026_2027	Budget 2027_2028
Cemeteries	Expanding of Cemetery	CRR	All		300 000			
Cemeteries	New regional cemetery	MIG	All		4 956 522			
Community Halls	Townhalls Equipment	CRR	All					
Community Parks	Chainsaws	CRR	All		90 000		100 000	
Community Parks	Brushcutters	CRR	All		120 000		120 000	
Community Parks	Irrigation equipment for parks	CRR	All			500 000		
Community Parks	Truck 1.3 ton	CRR	All			1 350 000		
Community Parks	Landscaping of parks	CRR	All		300 000	500 000		
Community Parks	Parks equipment	CRR	All	100 000		600 000		
Community Parks	Tools & equipment	CRR	All					
Fire Fighting & Pr	Capex Fire Fighting Equipment	CRR	All		350 000	150 000	400 000	
Fire Fighting & Pr	Rescue equipment	Prov Grant	All	856 522		350 000		
Libraries	Library Nduli	CRR	1,12	2 000 000				
Swimming Pools	Swimming Pool Nduli	CRR	1,12			30 000		
Sport Grounds &	Ablution facilities at Hamlet (Breestr) sport	RSEP	4,10				695 652	
Sport Grounds &	Containers 3x3m	CRR	All		100 000	500 000		
Sport Grounds &	Ceres upgrade Of Leyell Str Sport Facilitie	MIG	3	2 517 544				
Sport Grounds &	Vredebes sportsgrounds	MIG	5				15 000 000	12 000 000
Sport Grounds &	Tulbagh sports facilities upgrade	MIG	7,11			3 913 043		
Sport Grounds &	Kliprug sportfield change rooms	CRR	4					
Sport Grounds &	Upgrade sportsgrounds	CRR	All	427 000		400 000	600 000	
Sport Grounds &	Resurface netball courts	CRR	All		200 000	250 000		
Sport Grounds &	Upgrade Sportsgrounds	Prov Grant	4	585 217				
Sport Grounds &	Equipment	CRR	All					
Dir Comm	Office Equipment	CRR	All	140 000	30 000			
Traffic	Security Cameras	Prov Grant	All	172 879				
Traffic	Vehicle Replacement Programme	CRR	All			500 000	240 000	
Traffic	Test Centre Equipment	CRR	All	650 000				
Electricity Streetli	Upgrade of Streetlights	CRR	All	500 000	350 000	500 000	400 000	
Roads	Traffic Calming	CRR	All		200 000	50 000		
Roads	Tulbagh Taxi Rank (Ph1)	RSEP	11	173 913				

Key Performance Area: 4. SOCIO-ECONOMIC SUPPORT SERVICES

Strategic Objective: 4.1 Support the poor and vulnerable through programmes and policies

Department	Description	Funding Source	Ward	Budget 2023_2024	Budget 2024_2025	Budget 2025_2026	Budget 2026_2027	Budget 2027_2028
Housing	Fencing of Trichardtstr Flats	CRR	3	132 198				
Social	Electronic Indigent System	Prov Grant	All	275 442				
Social	Electronic Indigent System	CRR	All	340 000				

Strategic Objective: 4.2 Create an enabling environment to support local economy

Department	Description	Funding Source	Ward	Budget 2023_2024	Budget 2024_2025	Budget 2025_2026	Budget 2026_2027	Budget 2027_2028
LED	Upgrade of Busy Bee building Tulbagh	CRR	7,11	800 000				
LED	Market shelter Wolseley	CWDM	2,7	100 000				
Resorts	Chalet Furniture	CRR	3		450 000			
Electricity Admini	Upgrade Ceres Substation	Loan	3,5	4 918 314				
Roads	Upgrade Van Breda Bridge	Prov Grant	3,5	11 905 394				
Roads	Upgrade Van Breda bridge (own contribut	CRR	3,5	4 602 169				

APPENDIX P: Schools & clinics with access to basic services

There are no service connection backlogs to schools and clinics within urban areas where Witzenberg Municipality are responsible for services. The situation of service connections in rural areas are however unknown.

APPENDIX Q: Schools & clinics with access to basic services where other spheres of government are responsible for the provision

This Appendix relates to all service backlogs experienced by the community where another sphere of government is responsible for providing the service, this information is provided to assist the national and provincial departments improve planning, budgeting and implementation.

Information can however not be provided as the type of service, backlog & backlog criteria are unknown to the municipality.

APPENDIX R: Declaration of Loans and Grants Made by the Municipality

No loans or grants were granted by the municipality.

APPENDIX S: Declaration of Returns not Made in due Time under MFMA s71

Section 71 of the MFMA requires municipalities to return a series of financial performance data to the National Treasury at specified intervals throughout the year.

The Chief Financial Officer states that these data sets have been returned according to the reporting requirements/ with no exceptions for the 2023/24 financial year.



Signed (Chief Financial Officer)
C Kritzinger

30 October 2024

APPENDIX T: National and Provincial Outcome for local government

This Appendix covers information not addressed in any of the other areas of the Annual Report, relating to municipal powers and functions that can be used by the National and Provincial Spheres to monitor and evaluate service delivery performance. This should indicate the progress to date, numbers and percentage achieved.

All major service delivery functions are measured through key performance indicators as reported on under Chapter 3.1.7.

2024

WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

Annual Financial Statements

30 June 2024



WC022 – WITZENBERG MUNICIPALITY

WITZENBERG MUNICIPALITY

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

Index

Contents	*Page*
General Information	1
Approval of the Financial Statements	3
Statement of Financial Position	5
Statement of Financial Performance	6
Statement of Changes in Net Assets	7
Cash Flow Statement	8
Reportable Segments	9
Statement of comparison of budget and actual amounts	10 - 13
Accounting Policies	14 - 31
Notes to the Financial Statements	32 - 75

APPENDICES - Unaudited

A	Schedule of External Loans	76
B	Segmental Statement of Financial Performance - Municipal Votes	77
C	Segmental Statement of Financial Performance	78
D	Disclosure of Grants and Subsidies In Terms of Section 123 of MFMA, 56 of 2003	79

WITZENBERG MUNICIPALITY

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

GENERAL INFORMATION

NATURE OF BUSINESS

Witzenberg Municipality is a local municipality performing the functions as set out in Part B of Schedules 4 & 5 of the Constitution of the Republic of South Africa. (Act No. 108 of 1996)

COUNTRY OF ORIGIN AND LEGAL FORM

South African Category B Municipality (Local Municipality) as defined by the Municipal Structures Act. (Act no 117 of 1998), with demarcation code WC 022.

JURISDICTION

The Witzenberg Municipality includes the following areas:

Ceres
Op-die-Berg
Prince Alfred's Hamlet
Tulbagh
Wolseley

MUNICIPAL MANAGER

D Nasson

CHIEF FINANCIAL OFFICER

HJ Kritzinger

REGISTERED OFFICE

50 Voortrekker Street, Ceres, 6835

AUDITORS

Auditor-General South Africa

PRINCIPAL BANKERS

ABSA Bank
Standard Bank, Ceres
First National Bank

WITZENBERG MUNICIPALITY

RELEVANT LEGISLATION

The Constitution of the Republic of South Africa
Municipal Finance Management Act (Act no 56 of 2003)
Division of Revenue Act
The Income Tax Act
Value Added Tax Act (Act no 89 of 1991)
Municipal Structures Act (Act no 117 of 1998)
Municipal Systems Act (Act no 32 of 2000)
Municipal Systems Amendment Act (Act no 7 of 2011)
Municipal Planning and Performance Management Regulations
Water Services Act (Act no 108 of 1997)
Housing Act (Act no 107 of 1997)
Municipal Property Rates Act (Act no 6 of 2004), as amended
Electricity Act (Act no 41 of 1987)
Skills Development Levies Act (Act no 9 of 1999)
Employment Equity Act (Act no 55 of 1998)
Unemployment Insurance Act (Act no 30 of 1966)
Basic Conditions of Employment Act (Act no 75 of 1997)
Supply Chain Management Regulations, 2005
Collective Agreements
Municipal Regulations on Standard Chart of Accounts
Municipal Budget and Reporting Regulations
SALBC Leave Regulations
Remuneration of Public Office Bearers Act
Workman's Compensation Act

WITZENBERG MUNICIPALITY

COUNCILLORS OF THE WITZENBERG MUNICIPALITY

Position	Surname	Party	Seat type	Date From	Date To
Executive Mayor	Alderman Smit, HJ *	DA	Ward 5	22/11/2021	17/10/2023
Executive Mayor	Robyn KA	GOOD	PR	17/10/2023	14/12/2023
Executive Mayor	Abrahams TE	DA	PR	14/12/2023	Present
Deputy Executive Mayor	Laban, G *	WA	PR	24/07/2023	18/04/2024
Deputy Executive Mayor	Nel JF	ICOSA	PR	18/04/2024	Present
Speaker	Sidego, EM *	DA	Ward 11	24/05/2022	17/10/2023
Speaker	Heradien, P *	ICOSA	PR	17/10/2023	14/12/2023
Speaker	Sidego, EM *	DA	Ward 11	14/12/2023	Present
Mayoral Committee Member	Alderman Visagie, JJ *	DA	Ward 4	02/12/2021	17/10/2023
Mayoral Committee Member	Fredericks JP	VF+	PR	02/12/2021	17/10/2023
Mayoral Committee Member	Daniels, P	DA	Ward 2	10/07/2023	17/10/2023
Mayoral Committee Member	Alderman Adams, K *	DA	Ward 6	10/06/2022	17/10/2023
Mayoral Committee Member	Swartz IL	EFF	PR	17/10/2023	14/12/2023
Mayoral Committee Member	Alexander WJ	PA	PR	17/10/2023	14/12/2023
Mayoral Committee Member	Mouton JS	ANC	PR	17/10/2023	14/12/2023
Mayoral Committee Member	Zalie J	ANC	Ward 7	17/10/2023	14/12/2023
Mayoral Committee Member	Alderman Smit, HJ *	DA	Ward 5	14/12/2023	Present
Mayoral Committee Member	Alderman Adams, K *	DA	Ward 6	14/12/2023	Present
Mayoral Committee Member	Fredericks JP	VF+	PR	14/12/2023	Present
Mayoral Committee Member	Daniels, P	DA	Ward 2	14/12/2023	Present
MPAC Chairperson	Hardnek LA	WP	PR	23/02/2022	Present
Councillor	Alderman Smit, HJ *	DA	Ward 5	17/10/2023	14/12/2023
Councillor	Alderman Adams, K *	DA	Ward 6	17/10/2023	14/12/2023
Councillor	Alderman Visagie, JJ *	DA	Ward 4	17/10/2023	Present
Councillor	Sidego, EM *	DA	Ward 11	17/10/2023	14/12/2023
Councillor	Fredericks JP	VF+	PR	17/10/2023	14/12/2023
Councillor	Laban, G *	WA	PR	09/11/2021	24/07/2023
Councillor	Laban, G *	WA	PR	18/04/2024	Present
Councillor	Heradien, P *	ICOSA	PR	09/11/2021	17/10/2023
Councillor	Heradien, P *	ICOSA	PR	14/12/2023	19/12/2023
Councillor	Phatsoane, N *	ANC	PR	09/11/2021	Present
Councillor	Swart, D *	DA	Ward 3	09/11/2021	Present
Councillor	Ndaba MJ	ANC	Ward 9	09/11/2021	Present
Councillor	Mouton JS	ANC	PR	09/11/2021	17/10/2023
Councillor	Mouton JS	ANC	PR	14/12/2023	Present
Councillor	Gili AL	ANC	Ward 1	09/11/2021	Present
Councillor	Zalie J	ANC	Ward 7	09/11/2021	17/10/2023
Councillor	Zalie J	ANC	Ward 7	14/12/2023	Present
Councillor	Yisa K	ANC	Ward 12	09/11/2021	Present
Councillor	Nogcinisa N	ANC	PR	09/11/2021	Present
Councillor	Franse GJ	DA	Ward 8	09/11/2021	Present
Councillor	De Bruin S	DA	Ward 10	09/11/2021	Present
Councillor	Swartz IL	EFF	PR	09/11/2021	17/10/2023
Councillor	Swartz IL	EFF	PR	14/12/2023	Present

WITZENBERG MUNICIPALITY

COUNCILLORS OF THE WITZENBERG MUNICIPALITY CONTINUED

Councillor	Cloete JJ	PA	PR	09/11/2021	04/09/2023
Councillor	Daniels, P	DA	Ward 2	21/04/2022	10/07/2023
Councillor	Daniels, P	DA	Ward 2	17/10/2023	14/12/2023
Councillor	Robyn KA	GOOD	PR	02/06/2023	17/10/2023
Councillor	Robyn KA	GOOD	PR	14/12/2023	Present
Councillor	Abrahams TE	DA	PR	10/07/2023	14/12/2023
Councillor	Alexander WJ	PA	PR	18/09/2023	17/10/2023
Councillor	Alexander WJ	PA	PR	14/12/2023	Present
Councillor	Nel JF	ICOSA	PR	19/12/2023	18/04/2024

Councillors indicated with an * were re-elected during the November 2021 elections.

APPROVAL OF FINANCIAL STATEMENTS

I am responsible for the preparation of these annual financial statements, in terms of Section 126 (1) 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 as disclosed in the notes of these annual financial statements are within the upper limits of the framework envisaged in Section 219 of the Constitution, read with the Remuneration of Public Officer Bearers Act and the Minister of Provincial and Local Government's determination in accordance with this Act.

D NASSON
Accounting Officer

29/11/2024
Date

WITZENBERG MUNICIPALITY

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2024

	Notes	2024 R	Restated 2023 R
ASSETS			
Current Assets		**380,735,284**	**353,604,859**
Cash and Cash Equivalents	**2**	187,244,734	226,801,723
Trade and other Receivables from Exchange Transactions	**3**	123,373,108	81,514,811
Receivables from non-exchange transactions	**4**	31,639,044	19,423,931
Inventory	**5**	27,361,611	16,829,525
Unpaid Conditional Government Grants and Receipts	**6**	11,116,787	9,034,870
Non-Current Assets		**1,149,836,262**	**1,099,045,295**
Property, Plant and Equipment	**8**	1,106,308,855	1,054,811,289
Intangible Assets	**9**	1,057,688	1,355,569
Investment Property	**10**	41,919,719	42,328,437
Heritage assets	**11**	550,000	550,000
Total Assets		**1,530,571,546**	**1,452,650,154**
LIABILITIES			
Current Liabilities		**143,974,895**	**171,423,813**
Trade and Other Payables Exchange Transactions	**12**	85,602,703	103,354,463
Consumer Deposits	**13**	9,739,379	12,158,284
Vat Payable	**7**	4,566,285	5,467,964
Provisions	**14**	3,630,749	3,446,295
Current Employee benefits	**15**	31,980,319	30,617,652
Unspent Conditional Government Grants and Receipts	**6**	4,861,951	13,535,211
Unspent Public Contributions	**16**	2,311,887	2,316,495
Current Portion of Borrowings	**17**	1,281,622	527,449
Non-Current Liabilities		**124,035,689**	**113,386,481**
Non-Current Provisions	**18**	52,330,759	45,969,231
Employee benefits	**19**	71,704,930	67,417,250
Total Liabilities		**268,010,584**	**284,810,294**
Net Assets		**1,262,560,962**	**1,167,839,860**
Capital Replacement Reserve	**20**	11,166,357	12,539,508
Accumulated Surplus		1,251,394,605	1,155,300,352
Total Net Assets and Liabilities		**1,530,571,546**	**1,452,650,154**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

WITZENBERG MUNICIPALITY

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2024

	Notes	2023/2024 (Actual) R	2022/2023 (Restated) R	2022/2023 Correction of error R	2022/2023 (Previously reported) R
REVENUE					
Revenue from Non-exchange Transactions		**321,434,096**	**321,636,831**	**(10,356,969)**	**331,993,802**
Taxation Revenue		**108,398,811**	**103,712,510**	**1**	**103,712,511**
Property rates	**21**	101,316,650	98,265,911	1	98,265,912
Property Rates - penalties imposed and collection charges		4,091,476	2,821,620	-	2,821,620
Availability Charges		2,990,685	2,624,979	-	2,624,979
Transfer Revenue		**213,035,285**	**217,924,321**	**(10,356,970)**	**228,281,291**
Fines, Penalties and Forfeits		20,634,347	8,856,622	-	8,856,622
Licences or Permits		1,182,781	1,145,124	-	1,145,124
Surcharges and Taxes		9,121,659	10,100,465	120,953	9,979,512
Government Grants and Subsidies - Capital	**22**	38,779,842	67,395,390	(196,323)	67,591,713
Government Grants and Subsidies - Operating	**22**	141,212,199	127,007,108	(10,281,600)	137,288,708
Public Contributions and Donations		2,104,457	3,419,612	-	3,419,612
Revenue from Exchange Transactions		**644,925,367**	**554,171,617**	**22,299,548**	**531,872,069**
Service Charges	**23**	528,791,552	437,257,041	-	437,257,041
Rental from Fixed Assets		5,038,019	4,785,785	-	4,785,785
Interest earned - External investments		22,018,748	14,390,399	-	14,390,399
Interest Income on Overdue Accounts		28,557,417	22,715,389	-	22,715,389
Agency Services	**24**	4,738,934	4,611,149	-	4,611,149
Operational Revenue	**25**	2,576,922	8,628,291	1,050,000	7,578,291
Sales of Goods and Rendering of services	**26**	14,952,920	14,981,692	9,145,217	5,836,475
Construction contracts		33,460,159	-	-	-
Gain on Adjustment of Provision		1,986,710	36,906,815	12,104,331	24,802,484
Gain on Actuarial Valuations	**18**	2,803,986	9,895,056	-	9,895,056
Total Revenue		**966,359,463**	**875,808,448**	**11,942,579**	**863,865,871**
EXPENDITURE					
Employee related costs	**27**	238,876,962	220,603,630	177	220,603,453
Remuneration of Councillors	**28**	11,679,538	11,067,396	-	11,067,396
Debt impairment gain/loss	**29**	(72,354,971)	54,996,576	-	54,996,576
Inventory Consumed		23,244,557	18,510,540	6,330	18,504,210
Depreciation and Amortisation	**30**	34,132,830	33,563,087	1,659,914	31,903,173
Finance Charges	**31**	13,827,042	18,310,597	14,639	18,295,958
Bulk Purchases	**32**	324,085,574	279,960,011	-	279,960,011
Contracted Services	**33**	89,144,618	50,714,064	25,063	50,689,001
Transfers and Subsidies: Operational Expenditure	**34**	2,928,366	2,207,898	-	2,207,898
Operational Cost	**35**	44,699,367	44,386,299	5,167	44,381,132
Rent on Land		38,769	43,479	-	43,479
Operating Leases		1,106,870	1,024,885	-	1,024,885
Bad Debts Written Off		159,168,262	9,945,876	-	9,945,876
Loss on disposal of assets		946,676	838,215	-	838,215
Impairment loss	**36**	110,098	1,167,269	-	1,167,269
Inventories: Write-down		3,802	-	-	-
Total Expenditure		**871,638,360**	**747,339,822**	**1,711,290**	**745,628,532**
NET SURPLUS / (LOSS) FOR THE YEAR		**94,721,103**	**128,468,626**	**10,231,289**	**118,237,339**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

WITZENBERG MUNICIPALITY

STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 30 JUNE 2024

	Notes	Capital Replacement Reserve	Accumulated Surplus/(Deficit)	Total
		R	R	R
Balance at 1 JULY 2022		**12,539,508**	**1,026,431,060**	**1,038,970,568**
Correction of error	**37.10**	-	400,664	400,664
Restated Balance at 1 JULY 2022		**12,539,508**	**1,026,831,724**	**1,039,371,232**
Transfers to/from Accumulated		-	-	-
Property, Plant and Equipment purchased		-	-	-
Net Surplus for the year previously reported		-	118,237,339	118,237,339
Correction of error			10,231,289	10,231,289
Balance at 30 JUNE 2023		**12,539,508**	**1,155,300,352**	**1,167,839,860**
Transfers to/from Accumulated		43,832,167	(43,832,167)	-
Property, Plant and Equipment purchased		(45,205,317)	45,205,317	-
Net Surplus for the year		-	94,721,103	94,721,103
Balance at 30 JUNE 2024		**11,166,358**	**1,251,394,605**	**1,262,560,963**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

WITZENBERG MUNICIPALITY

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2024

	Notes	2023/2024 R	Restated 2022/2023 R
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts			
Property Rates and other Taxes		102,509,333	101,069,529
Sales of goods and services		494,504,686	426,360,916
Government Grants		171,336,713	197,858,434
Interest		48,344,009	32,945,425
Payments			
Employee and Councillor costs		(250,644,332)	(230,379,160)
Suppliers		(529,507,451)	(368,472,204)
Finance charges		(132,222)	(140,627)
Cash generated by operations	**39**	**36,410,736**	**159,242,313**
CASH FLOW FROM INVESTING ACTIVITIES			
Purchase of Property, Plant and Equipment	**8**	(75,911,673)	(84,944,369)
Purchase of Intangible Assets	**9**	(330,870)	(72,384)
Proceeds on Disposal of Property, Plant and Equipment		-	8,491,700
Net Cash from Investing Activities		**(76,242,543)**	**(76,525,053)**
CASH FLOW FROM FINANCING ACTIVITIES			
Loans repaid		-	(1,404,850)
Increase in Consumer Deposits		274,818	609,675
Net Cash from Financing Activities		**274,818**	**(795,175)**
NET INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS		**(39,556,989)**	**81,922,085**
Cash and Cash Equivalents at the beginning of the year		226,801,723	144,879,638
Cash and Cash Equivalents at the end of the year	**2**	187,244,734	226,801,723
NET INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS		**(39,556,989)**	**81,922,085**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

WITZENBERG MUNICIPALITY

REPORTABLE SEGMENTS FOR THE YEAR ENDED 30 JUNE 2024

	Community and public safety	Economic and environmental services	Trading Services	Governance and Administration	Total
Segment Revenue	R	R	R	R	R
External revenue from non-exchange transactions	164,825,675	20,660,793	20,026,757	111,829,396	317,342,620
External revenue from exchange transactions	51,501,156	6,506,677	529,078,544	2,472,129	589,558,506
Interest revenue	313,343	-	28,122,238	26,232,061	54,667,642
Revenue from transactions with other segments	-	-	-	-	-
Total Revenue	216,640,173	27,167,470	577,227,539	140,533,586	961,568,768
Segment Expenditure					
Employee related costs	83,986,027	33,108,010	56,446,640	65,336,284	238,876,962
Remuneration of Councillors	-	-	-	11,684,674	11,684,674
Bulk Purchases	19,500	-	324,066,074	-	324,085,574
Depreciation and Amortisation	4,746,794	8,460,257	16,054,273	4,871,506	34,132,830
Impairment and Bad debt	3,952,287	-	92,604,428	-9,743,424	86,813,290
Other Expenditure	51,817,465	13,058,171	63,630,585	46,478,233	174,984,453
Internal charges	5,001,391	138,523	-8,190,779	3,050,866	0
Total Expenditure	149,523,463	54,764,961	544,611,221	121,678,138	870,577,783
Gains & Losses	-	-28,427	1,283,709	2,474,837	3,730,120
Surplus/deficit for the year	**67,116,710**	**(27,625,917)**	**33,900,027**	**21,330,285**	**94,721,104**

REPORTABLE SEGMENTS FOR THE YEAR ENDED 30 JUNE 2023

	Community and public safety	Economic and environmental services	Trading Services	Governance and Administration	Total
Segment Revenue	R	R	R	R	R
External revenue from non-exchange transactions	138,624,284	37,899,408	31,427,246	110,864,273	318,815,211
External revenue from exchange transactions	17,642,587	6,752,714	441,895,725	3,972,931	470,263,958
Interest revenue	103,259	-	22,493,452	17,330,697	39,927,408
Revenue from transactions with other segments	-	-	0	-	0
Total Revenue	156,370,130	44,652,123	495,816,422	132,167,902	829,006,577
Segment Expenditure					
Employee related costs	75,634,038	29,262,312	55,982,698	59,724,580	220,603,628
Remuneration of Councillors	-	-	-	11,320,701	11,320,701
Bulk Purchases	9,310	-	279,950,701	-	279,960,011
Depreciation and Amortisation	4,888,191	8,270,599	15,961,751	4,442,546	33,563,087
Impairment and Bad debt	4,992,731	-	55,391,281	4,558,441	64,942,453
Other Expenditure	13,477,196	17,181,890	57,712,571	46,572,800	134,944,457
Internal charges	6,713,506	123,736	-9,473,519	2,636,277	0
Total Expenditure	105,714,971	54,838,538	455,525,484	129,255,344	745,334,337
Gains & Losses	-	-	35,927,904	8,868,483	44,796,387
Surplus/deficit for the year	**50,655,159**	**(10,186,415)**	**76,218,843**	**11,781,041**	**128,468,628**

For management purposes, the municipality is organised and operates in four key functional segments (or business units). To this end, management monitors the operating results of these business units for the purpose of making decisions about resource allocations and assessment of performance. Revenues and expenditures relating to these business units are allocated at a transactional level.

The four key business units comprise of:

- Community and public safety which includes community and social services, sport and recreation, public safety and housing services;
- Economic and environmental services which includes planning and development, road transport and environmental protection services;
- Trading services which includes energy sources, water management, waste water management and waste management services;
- Governance and Administration which includes executive and council, finance and administration and internal audit.

The grouping of these segments is consistent with the functional classification of government activities which considers the nature of the services, the beneficiaries of such services and the fees charged for the services rendered (if any).

Management does not monitor financial performance geographically and does not at present have reliable separate financial information.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

WITZENBERG MUNICIPALITY

STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2024

	Actual 2023/2024 R	Approved budget 2023/2024 R	Adjustments 2023/2024 R	Final budget 2023/2024 R	Difference between final budget and actual
ASSETS					
Current Assets	**380,735,284**	**296,094,171**	**65,191,667**	**361,285,838**	**5%**
Cash	187,244,734	199,596,900	20,207,234	219,804,134	-15%
Consumer debtors	155,012,152	44,956,959	29,554,721	74,511,680	108%
Other debtors	11,116,787	45,607,940	(6,388,837)	39,219,103	-72%
Inventory	27,361,611	4,483,912	2,791,760	7,275,672	276%
VAT	-	995,749	17,770,319	18,766,068	-100%
Other current assets		452,711	1,256,470	1,709,181	-100%
Non-Current Assets	**1,149,836,262**	**1,185,439,153**	**(78,526,139)**	**1,106,913,014**	**4%**
Investment Property	41,919,719	41,358,375	(6,794)	41,351,581	1%
Property, Plant and Equipment	1,106,308,855	1,141,745,629	(78,835,652)	1,062,909,977	4%
Heritage Assets	550,000	550,000	-	550,000	
Intangible Assets	1,057,688	1,785,149	316,307	2,101,456	-50%
Total Assets	**1,530,571,546**	**1,481,533,324**	**(13,334,472)**	**1,468,198,852**	**4%**
LIABILITIES					
Current Liabilities	**143,974,895**	**154,205,452**	**50,463,866**	**204,669,318**	**-30%**
Borrowings	1,281,622	2,050,293	(1,381,591)	668,702	92%
Consumer Deposits	9,739,379	11,548,609	609,675	12,158,284	-20%
Trade and Other Payable Exchange Transactions	92,776,541	92,015,705	11,275,603	103,291,308	-10%
Trade and other payables from non-exchange transactions		7,163,152	(3,281,792)	3,881,360	-100%
Provisions	35,611,068	37,979,001	1,793,004	39,772,005	-10%
VAT	4,566,285	3,448,692	41,448,967	44,897,659	-90%
Non-Current Liabilities	**124,035,689**	**304,135,690**	**(169,708,477)**	**134,427,213**	**-8%**
Borrowings	-	9,474,915	(10,628,454)	(1,153,539)	-100%
Provisions	124,035,689	294,660,775	(159,080,023)	135,580,752	-9%
Total Liabilities	**268,010,584**	**458,341,142**	**(119,244,611)**	**339,096,531**	**-21%**
Net Assets	**1,262,560,962**	**1,023,192,182**	**105,910,139**	**1,129,102,321**	**12%**
Accumulated Surplus	1,251,394,605	1,010,652,674	105,910,139	1,116,562,813	12%
Reserve	11,166,357	12,539,508	-	12,539,508	-11%
Total Net Assets and Liabilities	**1,530,571,546**	**1,481,533,324**	**(13,334,472)**	**1,468,198,852**	**4%**

The MSCOA chart of accounts are used for all financial transactions. The compilation of budget information from the MSCOA data strings continues to remain a challenge. The adjustments as per the above report is mainly in respect of corrections made to the budgeted statement of financial position.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

WITZENBERG MUNICIPALITY

STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2024

	Actual 2023/2024 R	Approved budget 2023/2024 R	Adjustments 2023/2024 R	Final budget 2023/2024 R	Difference between final budget and actual
Operating Revenue					
Property rates	101,316,650	105,352,774	-	105,352,774	-4%
Service charges - electricity revenue	371,995,811	399,102,173	-	399,102,173	-7%
Service charges - water revenue	49,080,938	53,000,000	-	53,000,000	-7%
Service charges - sanitation revenue	76,097,584	33,059,123	15,000,000	48,059,123	58%
Service charges - refuse revenue	34,607,904	32,053,921	-	32,053,921	8%
Rental from Fixed Assets	5,038,019	4,647,901	-	4,647,901	8%
Interest earned - External investments	22,018,748	12,454,296	8,683,521	21,137,817	4%
Interest Income on Overdue Accounts	32,648,893	27,069,048	-	27,069,048	21%
Fines, Penalties and Forfeits	20,634,347	11,194,097	(1)	11,194,096	84%
Licences or Permits	1,182,781	2,327,171	-	2,327,171	-49%
Agency Services	4,738,934	4,461,156	-	4,461,156	6%
Transfers and Subsidies	152,438,315	158,793,100	26,128,703	184,921,803	-18%
Other revenue	50,990,001	14,266,607	-116,081	14,150,526	260%
Gains	4,790,696	-	-	-	0%
Total Revenue (excluding capital transfers and contributions)	**927,579,621**	**857,781,367**	**49,696,142**	**907,477,509**	**2%**
Operating Expenditure by Nature					
Employee related costs	247,405,452	258,263,828	3,715,122	261,978,950	6%
Remuneration of Councillors	11,679,538	12,079,347	(6,139)	12,073,208	3%
Impairment	-72,354,971	64,474,852	-	64,474,852	212%
Depreciation and Amortisation	34,132,830	54,368,569	-	54,368,569	37%
Finance Charges	5,298,552	9,535,039	-	9,535,039	44%
Bulk Purchases	324,085,574	360,544,315	(400,931)	360,143,384	10%
Other materials	23,244,557	18,512,439	6,411,559	24,923,998	7%
Contracted Services	89,144,618	71,316,516	20,888,086	92,204,602	3%
Transfers and Subsidies: Operational Expenditure	2,928,366	2,252,543	762,965	3,015,508	3%
Other Expenditure	205,013,267	55,150,921	(891,777)	54,259,144	-278%
Losses	1,060,576	6,238,403	-	6,238,403	83%
Total expenditure	**871,638,359**	**912,736,772**	**30,478,885**	**943,215,657**	**8%**
Surplus/(Deficit)	**55,941,262**	**(54,955,405)**	**19,217,257**	**(35,738,148)**	**-257%**
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	38,779,842	46,920,869	1,167,063	48,087,932	19%
Surplus/ (Deficit) for the year	**94,721,104**	**(8,034,536)**	**20,384,320**	**12,349,784**	**667%**
Operating expenditure by vote					
Budget and Treasury Office	31,419,429	69,134,692	(466,720)	68,667,972	54%
Civil services	596,392,689	609,598,189	3,534,712	613,132,901	3%
Community and social services	113,832,304	88,721,501	29,500,257	118,221,758	4%
Corporate Services	101,719,782	116,838,949	(2,355,091)	114,483,858	11%
Executive and Council	28,274,155	28,443,441	265,727	28,709,168	2%
Total operating expenditure by vote	**871,638,359**	**912,736,772**	**30,478,885**	**943,215,657**	**8%**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

WITZENBERG MUNICIPALITY

STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2024

	Actual 2023/2024 R	Approved budget 2023/2024 R	Adjustments 2023/2024 R	Final budget 2023/2024 R	Difference between final budget and actual
Capital expenditure by vote					
Budget and Treasury Office	403,028	180,000	228,238	408,238	1%
Civil services	70,603,898	65,620,100	12,006,912	77,627,012	9%
Community and social services	4,378,088	3,757,783	707,152	4,464,935	2%
Corporate Services	6,398,593	3,706,522	3,340,545	7,047,067	9%
Total capital expenditure	**81,783,607**	**73,264,405**	**16,282,847**	**89,547,252**	**9%**
CASH FLOW FROM OPERATING ACTIVITIES					
Receipts					
Property Rates and other Taxes	102,509,333	91,169,861	-	91,169,861	12%
Service charges	494,504,686	469,831,584	114,611,263	584,442,847	-15%
Government Grants	171,336,713	212,057,000	21,844,149	233,901,149	-27%
Interest	48,344,009	33,582,526	14,624,339	48,206,865	0%
Payments					
Suppliers and employees	(780,151,783)	(983,456,261)	97,559,415	(885,896,846)	12%
Finance charges	(132,222)	-	-	-	-
NET CASH FROM/(USED) OPERATING ACTIVITIES	**36,410,736**	**(176,815,290)**	**248,639,166**	**71,823,876**	**49%**
CASH FLOWS FROM INVESTING ACTIVITIES					
Payments					
Capital assets	(76,242,543)	(68,014,405)	(7,702,149)	(75,716,554)	-1%
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(76,242,543)**	**(68,014,405)**	**(7,702,149)**	**(75,716,554)**	**-1%**
CASH FLOWS FROM FINANCING ACTIVITIES					
Receipts					
Increase (decrease) in consumer deposits	274,818	0	0	0	-
Payments					
Repayment of borrowing	0	(2,740,000)	0	(2,740,000)	100%
NET CASH FROM/(USED) FINANCING ACTIVITIES	**274,818**	**(2,740,000)**	**-**	**(2,740,000)**	**110%**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

Explanation of Material Statement of Financial Position Variances

Cash	-15%	Repayment of incorrect Grant Received
Consumer Debtors	108%	Increase in demand for industrial effluent services .
Other Debtors	-72%	Improvement in spending of grants
Inventory	276%	Increase in electrical inventory levels to mitigate exposure to lead times
Property, Plant and Equipment	4%	Underspending of Capital Budget
Trade and Other Payable Exchange Transactions	-10%	Effective management of Payables and Accruals
VAT	-90%	Decreased consumption of municipal services due to load shedding
Borrowings	-100%	Budgeted loans not taken up in current financial year.
Provisions	-9%	Recalculation of rehabilitation cost of landfill sites

Explanation of Material Statement of Financial Performance Variances

Service charges - electricity revenue	-7%	Decreased consumption due to load shedding

Explanation of Material Cash Flow Statement Variances

Service charges	-15%	Decline in debt collection
Receipts- Government Grant	-27%	Expenditure not incurred for all grant funding received.
Financing activities	110%	Budgeted loans not taken up in current financial year.

Reconciliation of budget surplus with the surplus in the statement of financial performance

Net surplus per the statement of financial performance		94,721,103
Adjusted for:		
Property rates	Decrease in anticipated revenue due to interim valuations not realised.	4,036,124
Service charges - sanitation revenue	Increase in demand for industrial effluent services.	(28,038,461)
Interest Income on Overdue Accounts	Increase in outstanding debt.	(5,579,845)
Fines, Penalties and Forfeits	Employment of additional traffic officers, increased fines issued.	(9,440,251)
Government Grants and Subsidies - Capital	Expenditure not incurred for all grant funding received.	9,308,090
Government Grants and Subsidies - Operating	Allocation for RDP houses now in other revenue and not grants.	32,483,488
Other revenue	Allocation for RDP houses now in other revenue and not grants.	(36,839,475)
Employee related costs	Vacancies not filled.	(14,573,498)
Impairment	Reversal of impairment for debt written off.	(136,829,823)
Depreciation and Amortisation	Depreciation less than expected - recalculation of rehabilitation cost.	(20,235,739)
Finance Charges	Adjustment in Provisions.	(4,236,487)
Bulk Purchases	Bulk purchases less than expected due to load shedding.	(36,057,810)
Contracted Services	Decrease in usage of consultants.	(3,059,984)
Other Expenditure	Irrecoverable Debts written off.	150,754,123
Gain	Gain on landfill and post employee benefits provisions.	(4,790,696)
Service charges - electricity revenue	Decreased consumption due to load shedding.	27,106,362
Losses	Budgeted actuarial loss on provisions not realised.	(5,177,827)
Licences or Permits	Decrease in number of Licences and permits issued.	1,144,390
Service charges - refuse revenue	Increase in debits raised for dumping at landfill site.	(2,553,983)
Other Items		209,984
Budgeted Surplus/ (Deficit) for the year		**12,349,784**

Explanation of Material Cash Flow Variances

Property Rates and other Taxes	12%	Implementation of new general valuation resulting in increased revenue
Service charges	-15%	Decrease in collection percentage
Suppliers and employees	12%	Vacant positions not filled

The budget is approved on an accrual basis by vote classification as required by the Municipal Finance Management Act. The basis used for this comparison is by nature classification as required by General Recognised Accounting Practices. The approved budget covers the same period as the financial statements, from 1 July to 30 June.

The budget and accounting bases are the same; both are on the accrual basis. The financial statements are prepared using a classification on the nature of expenses in the statement of financial performance.

The changes between the approved and final budget are a consequence of reallocations within the budget and of other factors allowable in terms of the Municipal Finance Management Act

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

1. ACCOUNTING PRINCIPLES AND POLICIES APPLIED IN THE FINANCIAL STATEMENTS

1.1. BASIS OF PREPARATION

The annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention unless specified otherwise.

The annual financial statements have been prepared in accordance with the effective standards of Generally Recognised Accounting Practices (GRAP), including any interpretations issued by the Accounting Standards Board (ASB) in accordance with Section 122(3) of the Municipal Finance Management Act, (Act No 56 of 2003).

The standards are summarised as follows:

Accounting policies for material transactions, events or conditions not covered by the above GRAP have been developed in accordance with paragraphs 8, 10 and 11 of GRAP 3.

A summary of the significant accounting policies, which have been consistently applied except where an exemption has been granted, are disclosed below.

Assets, liabilities, revenue and expenses have not been offset except when offsetting is permitted or required by a Standard of GRAP.

The accounting policies applied are consistent with those used to present the previous year's financial statements, unless explicitly stated. The details of any changes in accounting policies are explained in the relevant notes to the Financial Statements.

1.2. PRESENTATION CURRENCY

Amounts reflected in the financial statements are in South African Rand and at actual values. No financial values are given in an abbreviated display format. No foreign exchange transactions are included in the statements.

1.3. GOING CONCERN ASSUMPTION

These annual financial statements have been prepared on a going concern basis.

1.4. COMPARATIVE INFORMATION

When the presentation or classification of items in the annual financial statements is amended, prior period comparative amounts are restated, unless a standard of GRAP does not require the restatements of comparative information. The nature and reason for the reclassification is disclosed. Where material accounting errors have been identified in the current year, the correction is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly. Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly.

1.5. MATERIALITY

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decision or assessments of users made based on the financial statements. Materiality depends on the nature or size of the omission or misstatements judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor. In general, materiality is determined as 1% of total expenditure.

1.6. RESERVES

Capital Replacement Reserve (CRR)

In order to finance the provision of infrastructure and other items of property, plant and equipment from internal sources, amounts are transferred from the accumulated surplus / (deficit) to the CRR. The cash in the CRR can only be utilized to finance items of property, plant and equipment. The CRR is reduced and the accumulated surplus / (Deficit) are credited by a corresponding amount when the amounts in the CRR are utilized.

1.7. LEASES

1.7.1. Municipality as Lessee

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

Leases are classified as finance leases where substantially all the risks and rewards associated with ownership of an asset are transferred to the Municipality. Property, plant and equipment or intangible assets subject to finance lease agreements are initially recognised at the lower of the asset's fair value and the present value of the minimum lease payments. The corresponding liabilities are initially recognised at the inception of the lease and are measured as the sum of the minimum lease payments due in terms of the lease agreement, discounted for the effect of interest. In discounting the lease payments, the Municipality uses the interest rate that exactly discounts the lease payments and unguaranteed residual value to the fair value of the asset plus any direct costs incurred.

Subsequent to initial recognition, the leased assets are accounted for in accordance with the stated accounting policies applicable to property, plant and equipment or intangibles. The lease liability is reduced by the lease payments, which are allocated between the lease finance cost and the capital repayment using the effective interest rate method. Lease finance costs are expensed when incurred. The accounting policies relating to de-recognition of financial instruments are applied to lease payables.

Operating leases are those leases that do not fall within the scope of the above definition. Operating lease rentals are recognised on a straight-line basis over the term of the relevant lease.

1.7.2. Municipality as Lessor

Under a finance lease, the Municipality recognises the lease payments to be received in terms of a lease agreement as an asset (receivable). The receivable is calculated as the sum of all the minimum lease payments to be received, plus any unguaranteed residual accruing to the Municipality, discounted at the interest rate implicit in the lease. The receivable is reduced by the capital portion of the lease instalments received, with the interest portion being recognised as interest revenue on a time proportionate basis. The accounting policies relating to de-recognition and impairment of financial instruments are applied to lease receivables.

Operating leases are those leases that do not fall within the scope of the above definition. Operating lease rentals are recognised on a straight-line basis over the term of the relevant lease.

1.8. UNSPENT CONDITIONAL GOVERNMENT GRANTS AND RECEIPTS

Conditional government grants are subject to specific conditions. If these specific conditions are not met, the monies received are repayable.

Unspent conditional grants are financial liabilities that are separately reflected on the Statement of Financial Position. They represent unspent government grants, subsidies and contributions from the public.

This liability always has to be cash-backed. The following provisions are set for the creation and utilisation of this creditor:

- Unspent conditional grants are recognised as a liability when the grant is received.
- When grant conditions are met an amount equal to the conditions met are transferred to revenue in the Statement of Financial Performance.
- The cash which backs up the creditor is invested as individual investment or part of the general investments of the Municipality until it is utilised.
- Interest earned on the investment is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor. If it is the Municipality's interest it is recognised as interest earned in the Statement of Financial Performance.

1.9. UNPAID CONDITIONAL GOVERNMENT GRANTS AND RECEIPTS

Unpaid conditional grants are assets in terms of the Framework that are separately reflected on the Statement of Financial Position. The asset is recognised when the Economic Entity has an enforceable right to receive the grant or if it is virtually certain that it will be received based on that grant conditions have been met. They represent unpaid government grants, subsidies and contributions from the public.

The following provisions are set for the creation and utilisation of the grant is receivables:

- Unpaid conditional grants are recognised as an asset when the grant is receivable.

1.10. PROVISIONS

1.10.1. GENERAL PROVISIONS

Provisions are recognised when the Municipality has a present legal or constructive obligation as a result of past events, it is possible that an outflow of resource embodying economic benefits will be required to settle the obligation, and a reliable estimate of the provision can be made. Provisions are reviewed at reporting date and adjusted to reflect the current best estimate. Where the effect is material, non-current provisions are discounted to their present value using a discount rate that reflects the market's current assessment of the time value of money, adjusted for risks specific to the liability (for example in the case of obligations for the rehabilitation of land).

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

The Municipality does not recognise a contingent liability or contingent asset. A contingent liability is disclosed unless the possibility of an outflow of resources embodying economic benefits is remote. A contingent asset is disclosed where an inflow of economic benefits is possible.

Future events that may affect the amount required to settle an obligation are reflected in the amount of a provision where there is sufficient objective evidence that they will occur. Gains from the expected disposal of assets are not taken into account in measuring a provision. Provisions are not recognised for future operating losses. The present obligation under an onerous contract is recognised and measured as a provision.

A provision for restructuring costs is recognised only when the following criteria over and above the recognition criteria of a provision have been met:

(a) The Municipality has a detailed formal plan for the restructuring identifying at least:

- the business or part of a business concerned;
- the principal locations affected;
- the location, function and approximate number of employees who will be compensated for terminating their services;
- the expenditures that will be undertaken; and
- when the plan will be implemented.

(b) The Municipality has raised a valid expectation in those affected that it will carry out the restructuring by starting to implement that plan or announcing its main features to those affected by it.

The amount recognised as a provision shall be the best estimate of the expenditure required to settle the present obligation at the reporting date.

Provisions shall be reviewed at each reporting date and adjusted to reflect the current best estimate. If it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation, the provision shall be reversed.

1.10.2. REHABILITATION OF LANDFILL SITES PROVISIONS

Provision is made in terms of the licensing stipulations of the landfill sites, for the estimated cost of rehabilitating waste sites. The provision has been determined based on a recent independent study. The cost factors derived from the study by a firm of consulting engineers have discounted to present value at prime interest rate.

1.11. EMPLOYEE BENEFITS

1.11.1. Post-Retirement Medical obligations

The Municipality provides post-retirement medical benefits by subsidizing the medical aid contributions of certain retired staff according to the rules of the medical aid funds. Council pays 70% as contribution and the remaining 30% are paid by the members. The entitlement to these benefits is usually conditional on the employee remaining in service up to retirement age and the completion of a minimum service period. The present value of the defined benefit liability is actuarially determined in accordance with GRAP 25 – Employee benefits (using a discount rate applicable to high quality government bonds). The plan is unfunded.

These contributions are charged to the Statement of Financial Performance when employees have rendered the service entitling them to the contribution. The liability was calculated by means of the projected unit credit actuarial valuation method. The liability in respect of current pensioners is regarded as fully accrued, and is therefore not split between a past (or accrued) and future in-service element. The liability is recognised at the fair value of the obligation. Payments made by the Municipality are set-off against the liability, including notional interest, resulting from the valuation by the actuaries and are charged against the Statement of Financial Performance as employee benefits upon valuation.

Actuarial gains and losses arising from the experience adjustments and changes in actuarial assumptions, is charged or credited to the Statement of Financial Performance in the period that it occurs. These obligations are valued periodically by independent qualified actuaries.

1.11.2. Long Service awards

Long service awards are provided to employees who achieve certain pre-determined milestones of service within the Municipality. The Municipality's obligation under these plans is valued by independent qualified actuaries periodically and the corresponding liability is raised. Payments are set-off against the liability, including notional interest, resulting from the valuation by the actuaries and are charged against the Statement of Financial Performance as employee benefits upon valuation. Defined benefit plans are post-employment plans other than defined contribution plans.

Actuarial gains and losses arising from the experience adjustments and changes in actuarial assumptions, is charged or credited to the Statement of Financial Performance in the period that it occurs. These obligations are valued periodically by independent qualified actuaries.

1.11.3. Accrued Leave Pay

Liabilities for annual leave are recognised as they accrue to employees. The liability is based on the total amount of leave days due to employees at year end and on the total remuneration package of the employee.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

1.11.4. Staff Bonuses

Liabilities for staff bonuses are recognised as they accrue to employees. The liability at year end is based on bonus accrued at year end for each employee.

1.11.5. Performance bonuses

A provision, in respect of the liability relating to the anticipated costs of performance bonuses payable to Section 57 employees, is maintained. Municipal entities' performance bonus provisions are based on the employment contract stipulations as well as previous performance bonus payment trends.

1.11.6. Pension and retirement fund obligations

The Municipality provides retirement benefits for its employees and councillors. Defined contribution plans are post-employment benefit plans under which an entity pays fixed contributions into a separate entity (a fund) and will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods. The contributions to fund obligations for the payment of retirement benefits are charged against income in the year they become payable. Defined benefit plans are post-employment benefit plans other than defined contribution plans. The defined benefit funds, which are administered on a provincial basis, are actuarially valued tri-annually on the projected unit credit method basis. Deficits identified are recovered through lump sum payments or increased future contributions on a proportional basis to all participating municipalities. The contributions and lump sum payments are charged against income in the year they become payable. Sufficient information is not available to use defined benefit accounting for a multi-employer plan. As a result, defined benefit plans have been accounted for as if they were defined contribution plans.

1.11.7. Ex gratia Gratuities

Ex gratia gratuities are provided to employees that were not previously members of a pension fund. The Municipality's obligation under these plans is valued by independent qualified actuaries and the corresponding liability is raised. Payments made by the Municipality are set-off against the liability, including notional interest, resulting from the valuation by the actuaries and are charged against the Statement of Financial Performance as employee benefits upon valuation. Defined benefit plans are post-employment plans other than defined contribution plans.

Actuarial gains and losses arising from the experience adjustments and changes in actuarial assumptions, is charged or credited to the Statement of Financial Performance in the period that it occurs. These obligations are valued periodically by independent qualified actuaries.

1.11.8. *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; and
- non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cell phones) for current employees.

When an employee has rendered service to the municipality during a reporting period, the municipality recognise the undiscounted amount of short-term employee benefits expected to be paid in exchange for that service:

- as a liability (accrued expense), after deducting any amount already paid. If the amount already paid exceeds the undiscounted amount of the benefits, the municipality recognise that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the benefits in the cost of an asset.

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 measures the expected cost of accumulating compensated absences as the additional amount that the municipality expects to pay because of the unused entitlement that has accumulated at the reporting date.

The municipality provides long-service awards to eligible employees, after completion of every five years' service and the liability thereof is based on an actuarial valuation. The projected unit credit method has been used to value the obligation.

1.12. PROPERTY, PLANT AND EQUIPMENT

1.12.1. Initial Recognition

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one year. Items of property, plant and

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

equipment are initially recognised as assets on acquisition date and are initially recorded 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 the municipality. Trade discounts and rebates are deducted in arriving at the cost. The cost also includes the necessary costs of dismantling and removing the asset and restoring the site on which it is located.

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.

Where an asset is acquired by the municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of that asset on the date acquired.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the assets acquired is initially measured at fair value (the cost). It the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

Major spare parts and servicing equipment qualify as property, plant and equipment when the municipality expects to use them during more than one period. Similarly, if the major spare parts and servicing equipment can be used only in connection with an item of property, plant and equipment, they are accounted for as property, plant and equipment.

1.12.2. Subsequent Measurement – Cost Model

Subsequent to initial recognition, items of property, plant and equipment are measured at cost less accumulated depreciation and impairment losses. Land is not depreciated as it is deemed to have an indefinite useful life.

Where the municipality replaces parts of an asset, it derecognises the part of the asset being replaced and capitalises the new component. Subsequent expenditure incurred on an asset is capitalised when it increases the capacity or future economic benefits associated with the asset.

1.12.3. Depreciation and Impairment

Depreciation is calculated on the depreciable amount, using the straight-line method over the estimated useful lives of the assets. Depreciation of an asset begins when it is available for use, i.e. when it is in the location and condition necessary for it to be capable of operating in the manner intended by management. Components of assets that are significant in relation to the whole asset and that have different useful lives are depreciated separately. The estimated useful lives, residual values and depreciation method are reviewed at each year end, with the effect of any changes in estimate accounted for on a prospective basis. The annual depreciation rates are based on the following estimated useful lives:

	Years		***Years***
Infrastructure		**Other**	
Roads and Paving	5-100	Airports	20
Electricity	4-46	Buildings	30-100
Water	15-150	Computer equipment	3-30
Sanitation	10-75	Furniture and equipment	3-30
Other	10-15	Landfill sites	10-15
		Markets	30
Community		Other	3-30
Recreational Facilities	5-30	Other vehicles	2-67
Sport fields & Stadia	10-20	Plant and Equipment	3-32
Halls	5-100	Specialist vehicles	6-38
Libraries	10-30		
Parks and gardens	10-30		
Other assets	5-30		
Cemeteries	5-30		
Finance lease assets			
Office equipment	3-5		

Property, plant and equipment are reviewed at each reporting date for any indication of impairment. If any such indication exists, the asset's recoverable amount is estimated. The impairment charged to the Statement of Financial Performance is the excess of the carrying value over the recoverable amount.

An impairment is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined had no impairment been recognised. A reversal of impairment is recognised in the Statement of Financial Performance.

1.12.4. De-recognition

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

Items of property, plant and equipment are derecognised when the asset is disposed or when there are no further economic benefits or service potential expected from the use of the asset. The gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

1.12.5. Land and Buildings and Other Assets – application of deemed cost (Directive 7)

The Municipality opted to take advantage of the transitional arrangement as contained in Directive 7 of the Accounting Standards Board, issued in December 2009. The Municipality applied deemed cost where the acquisition cost of an asset could not be determined. The municipality updated the Land and Buildings acquired before 30 June 2008 to the fair value as determined by an independent valuator. For Other Assets the depreciation replacement cost method was used to establish the deemed cost as on 1 July 2008.

1.13. INTANGIBLE ASSETS

1.13.1. *Initial Recognition*

An intangible asset is an identifiable non-monetary asset without physical substance.

An asset meets the identifiable criterion in the definition of an intangible asset when it:

is separable, i.e. is capable of being separated or divided from the entity and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, asset or liability; or arises from contractual rights (including rights arising from binding arrangements) or other legal rights (excluding rights granted by statute), regardless of whether those rights are transferable or separable from the entity or from other rights and obligations.

The municipality recognises an intangible asset in its Statement of Financial Position only when it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the municipality and the cost or fair value of the asset can be measured reliably.

Internally generated intangible assets are subject to strict recognition criteria before they are capitalised. Research expenditure is never capitalised, while development expenditure is only capitalised to the extent that:

the municipality intends to complete the intangible asset for use or sale;
it is technically feasible to complete the intangible asset;
the municipality has the resources to complete the project; and
it is probable that the municipality will receive future economic benefits or service potential.

Intangible assets are initially recognised at cost.

Where an intangible asset is acquired by the municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of that asset on the date acquired.

Where an intangible asset is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary 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.

1.13.2. Subsequent Measurement – Cost Model

Intangible assets are subsequently carried at cost less accumulated amortisation and impairments. The cost of an intangible asset is amortised over the useful life where that useful life is finite. Where the useful life is indefinite, the asset is not amortised but is subject to an annual impairment test.

1.13.3. Amortisation and Impairment

Amortisation is charged so as to write off the cost or valuation of intangible assets over their estimated useful lives using the straight line method. Amortisation of an asset begins when it is available for use, i.e. when it is in the condition necessary for it to be capable of operating in the manner intended by management. Components of assets that are significant in relation to the whole asset and that have different useful lives are amortised separately. The estimated useful lives, residual values and amortisation method are reviewed at each year end, with the effect of any changes in estimate accounted for on a prospective basis. The annual amortisation rates are based on the following estimated useful lives:

Intangible Assets	**Years**
Computer Software	5
Computer Software Licenses	5

.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

1.13.4. De-recognition

Intangible assets are derecognised when the asset is disposed or when there are no further economic benefits or service potential expected from the use of the asset. The gain or loss arising on the disposal or retirement of an intangible asset is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

1.14. INVESTMENT PROPERTY

1.14.1. Initial Recognition

Investment property shall be recognised as an asset when and only when:

- it is probable that the future economic benefits or service potential that are associated with the investment property will flow to the entity, and
- the cost or fair value of the investment property can be measured reliably.

Investment property includes property (land or a building, or part of a building, or both land and buildings held under a finance lease) held to earn rentals and/or for capital appreciation, rather than held to meet service delivery objectives, the production or supply of goods or services, or the sale of an asset in the ordinary course of operations.

At initial recognition, the municipality measures investment property at cost including transaction costs once it meets the definition of investment property. However, where an investment property was acquired through a non-exchange transaction (i.e. where it acquired the investment property for no or a nominal value), its cost is its fair value as at the date of acquisition.

Transfers are made to or from investment property only when there is a change in use. For a transfer from investment property to owner occupied property, the deemed cost for subsequent accounting is the fair value at the date of change in use. If owner occupied property becomes an investment property, the municipality accounts for such property in accordance with the policy stated under property, plant and equipment up to the date of change in use.

The cost of self-constructed investment property is the cost at date of completion.

1.14.2. Subsequent Measurement – Cost Model

Subsequent to initial recognition, items of investment property are measured at cost less accumulated depreciation and impairment losses. Land is not depreciated as it is deemed to have an indefinite useful life.

1.14.3. Depreciation and Impairment

Depreciation is calculated on the depreciable amount, using the straight-line method over the estimated useful lives of the assets. Depreciation of an asset begins when it is available for use, i.e. when it is in the location and condition necessary for it to be capable of operating in the manner intended by management. Components of assets that are significant in relation to the whole asset and that have different useful lives are depreciated separately. The estimated useful lives, residual values and depreciation method are reviewed at each year end, with the effect of any changes in estimate accounted for on a prospective basis.

Investment Property	**Years**
Buildings	99 - 100

1.14.4. De-recognition

Investment property is derecognised when it is disposed or when there are no further economic benefits expected from the use of the investment property. The gain or loss arising on the disposal or retirement of an item of investment property is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

1.15. HERITAGE ASSETS

1.15.1. Initial Recognition

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.

A heritage asset shall be recognised as an asset if, and only if:

- it is probable that future economic benefits or service potential associated with the asset will flow to the entity, and

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

- the cost or fair value of the asset can be measured reliably.

An asset that has met the recognition requirement criteria for heritage assets shall be measured at its cost if such an asset has been acquired through an exchange transaction.

Where a heritage asset has been acquired through a non-exchange transaction, its cost shall be measured at its fair value as at the date of acquisition.

1.15.2. *Subsequent Measurement*

Heritage assets are not depreciated based on their nature however the municipality assesses at each reporting date whether there is a need for impairment.
The class of heritage assets are carried at its cost less any accumulated impairment losses.

1.15.3. *Impairment*

Where the carrying amount of an item of heritage asset is greater than the estimated recoverable amount (or recoverable service amount), it is written down immediately to its recoverable amount (or recoverable service amount) and an impairment loss is charged to the Statement of Financial Performance.

Where items of heritage asset have been impaired, the carrying value is adjusted by the impairment loss, which is recognised as an expense in the Statement of Financial Performance in the period that the impairment is identified.

An impairment is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined had no impairment been recognised. A reversal of the impairment is recognised in the Statement of Financial Performance.

1.15.4. De-recognition

The carrying amount of a heritage asset is derecognised:

- on disposal, or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from de-recognition of a heritage asset shall be 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.

1.16. IMPAIRMENT OF NON-FINANCIAL ASSETS

1.16.1. Cash-generating assets

Cash-generating assets are assets held with the primary objective of generating a commercial return.

The Municipality assesses at each reporting date whether there is an indication that an asset may be impaired. If any indication exists, or when annual impairment testing for an asset is required, the municipality estimates the asset's recoverable amount.

An asset's recoverable amount is the higher of an asset's or cash-generating units (CGU) fair value less costs to sell and its value in use and is determined for an individual asset, unless the asset does not generate cash inflows that are largely independent of those from other assets or groups of assets. Where the carrying amount of an asset or CGU exceeds its recoverable amount, the asset is considered impaired and is written down to its recoverable amount. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset. In determining fair value less costs to sell, an appropriate valuation model is used. Impairment losses are recognised in the Statement of Financial Performance in those expense categories consistent with the function of the impaired asset.

An assessment is made at each reporting date as to whether there is any indication that previously recognised impairment losses may no longer exist or may have decreased. If such indication exists, the Municipality estimates the asset's or cash-generating unit's recoverable amount. A previously recognised impairment loss is reversed only if there has been a change in the assumptions used to determine the asset's recoverable amount since the last impairment loss was recognised. The reversal is limited so that the carrying amount of the asset does not exceed its recoverable amount, nor exceed the carrying amount that would have been determined, net of depreciation, had no impairment loss been recognised for the asset in prior years. Such reversal is recognised in the Statement of Financial Performance.

1.16.2. Non-cash-generating assets

Non-cash-generating assets are assets other than cash-generating assets.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

The Municipality assesses at each reporting date whether there is an indication that an asset may be impaired. If any indication exists, or when annual impairment testing for an asset is required, the Municipality estimates the asset's recoverable service amount.

An asset's recoverable service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use. If the recoverable service amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. That reduction is an impairment loss recorded in the Statement of Financial Performance.

The value in use of a non-cash-generating asset is the present value of the asset's remaining service potential. The present value of the remaining service potential of the asset is determined using any one of the following approaches:

Depreciation replacement cost approach - the present value of the remaining service potential of an asset is determined as the depreciated replacement cost of the asset. The replacement cost of an asset is the cost to replace the asset's gross service potential. This cost is depreciated to reflect the asset in its used condition. An asset may be replaced either through reproduction (replication) of the existing asset or through replacement of its gross service potential. The depreciated replacement cost is measured as the reproduction or replacement cost of the asset, whichever is lower, less accumulated depreciation calculated on the basis of such cost, to reflect the already consumed or expired service potential of the asset.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

The Municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for an asset may no longer exist or may have decreased. If any such indication exists, the Municipality estimates the recoverable service amount of that asset.

An impairment loss recognised in prior periods for an asset is reversed if there has been a change in the estimates used to determine the asset's recoverable service amount since the last impairment loss was recognised. If this is the case, the carrying amount of the asset is increased to its recoverable service amount. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods. Such a reversal of an impairment loss is recognised in the Statement of Financial Performance.

1.17. COMMITMENTS

Commitments are future payments and expenditure to be incurred on contracts that have been entered into at the reporting date and where there are unperformed obligations. The commitments include capital items only.

Committed expenditure approved and contracted for at reporting date is where the expenditure has been approved and the contract has been awarded.

Committed expenditure approved but not yet contracted for at reporting date is where the expenditure has been approved but the contract has yet to be awarded or is awaiting finalisation.

1.18. INVENTORIES

1.18.1. Initial Recognition

Inventories comprise current assets held for sale, consumption or distribution during the ordinary course of business. Inventories are initially recognised at cost. Cost generally refers to the purchase price, plus non-recoverable taxes, transport costs and any other costs in bringing the inventories to their current location and condition. Where inventory is manufactured, constructed or produced, the cost includes the cost of labour, materials and overheads used during the manufacturing process.

Where inventory is acquired by the Municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of the item on the date acquired.

The cost of purified water comprises cost of conversion and other cost incurred in bringing the inventory to their present location and condition.

Housing inventory is low cost houses still in process of construction or completed and not yet transferred. These houses are entirely funded by the National Department of Human Settlements, through the Western Cape Department of Human Settlements.

In terms of GRAP standards a municipality can either be regarded to be the "developer", "principal" or "agent when executing the delivery of houses.

When the municipality is acting as the "developer" or "principal" all costs are recognized as inventory up to the point of transfer to the allocated beneficiaries, where after the cost is expensed through the statement of financial performance.

When the municipality is acting as the "agent all transfers received by the Western Cape Department of Human Settlements is recorded initially as a liability in the statement of financial position. Any payments or costs pertaining to human settlement housing activities are debited against the liability.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

1.18.2. Subsequent Measurement

Inventories, consisting of consumable stores, raw materials, work-in-progress and finished goods, are valued at the lower of cost and net realisable value unless they are to be distributed at no or nominal charge, in which case they are measured at the lower of cost and current replacement cost. Redundant and slow-moving inventories are identified and written down in this way. Differences arising on the valuation of inventory are recognised in the Statement of Financial Performance in the year in which they arose. The amount of any reversal of any write-down of inventories arising from an increase in net realisable value or current replacement cost is recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

The carrying amount of inventories is recognised as an expense in the period that the inventory was sold, distributed, written off or consumed, unless that cost qualifies for capitalisation to the cost of another asset.

In general, the basis of allocating cost to inventory items is the weighted average method.

Cost of land held for sale is assigned by using specific identification of their individual costs.

1.19. BORROWING COSTS

Borrowing costs directly attributable to the acquisition, construction or production of qualifying assets are capitalised to the cost of that asset unless it is inappropriate to do so. The Municipality ceases the capitalisation of borrowing costs when substantially all the activities to prepare the asset for its intended use or sale are complete. It is considered inappropriate to capitalise borrowing costs where the link between the funds borrowed and the capital asset acquired cannot be adequately established. Borrowing costs incurred other than on qualifying assets are recognised as an expense in the Statement of Financial Performance when incurred.

1.20. FINANCIAL INSTRUMENTS

Financial instruments recognised on the Statement of Financial Position include receivables (both from exchange transactions and non-exchange transactions), cash and cash equivalents, annuity loans and payables (both from exchange transactions and non-exchange transactions).

1.20.1. Initial Recognition

Financial instruments are initially recognised when the Municipality becomes a party to the contractual provisions of the instrument at fair value plus, in the case of a financial asset or financial liability not at fair value, transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability

1.20.2. Subsequent Measurement

Financial Assets are categorised according to their nature as either financial assets at fair value, financial assets at amortised cost or financial assets at cost. , Financial Liabilities are categorised as either at fair value, financial liabilities at cost or financial liabilities carried at amortised cost (”other”). The subsequent measurement of financial assets and liabilities depends on this categorisation.

1.20.2.1. Receivables

Receivables are classified as loans and receivables, and are subsequently measured at amortised cost using the effective interest rate method.

For amounts due from debtors carried at amortised cost, the Municipality first assesses whether objective evidence of impairment exists individually for financial assets that are individually significant, or collectively for financial assets that are not individually significant. Objective evidence of impairment includes significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation and default or delinquency in payments (more than 90 days overdue). If the Municipality determines that no objective evidence of impairment exists for an individually assessed financial asset, whether significant or not, it includes the asset in a group of financial assets with similar credit risk characteristics and collectively assesses them for impairment. Assets that are individually assessed for impairment and for which an impairment loss is, or continues to be, recognised are not included in a collective assessment of impairment.

If there is objective evidence that an impairment loss 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 expected credit losses that have not yet been incurred). The carrying amount of the asset is reduced through the use of an allowance account and the amount of the loss is recognised in the Statement of Financial Performance. Interest income continues to be accrued on the outstanding amount based on the interest rate of the asset. Loans together with the associated allowance are written off when there is no realistic prospect of future recovery and all collateral has been realised or has been transferred to the municipality. If, in a subsequent year, the amount of the estimated impairment loss increases or decreases because of an event occurring after the impairment was recognised, the previously recognised impairment loss is increased or reduced by adjusting the allowance account. If a future write-off is later recovered, the recovery is recognised in the Statement of Financial Performance.

The present value of the estimated future cash flows is discounted at the financial asset’s original effective interest rate, if material. If a loan has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

1.20.2.2. Payables and Annuity Loans

Financial liabilities consist of payables and annuity loans. They are categorised as financial liabilities held at amortised cost, are initially recognised at fair value and subsequently measured at amortised cost using an effective interest rate, which is the initial carrying amount, less repayments, plus interest.

1.20.2.3. Cash and Cash Equivalents

Cash includes cash on hand (including petty cash) and cash with banks. Cash equivalents are short-term highly liquid investments, readily convertible into known amounts of cash that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value. For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, highly liquid deposits and net of bank overdrafts. The Municipality categorises cash and cash equivalents as financial assets carried at amortised cost.

Bank overdrafts are recorded based on the facility utilised. Finance charges on bank overdraft are expensed as incurred. Amounts owing in respect of bank overdrafts are categorised as financial liabilities: other financial liabilities carried at amortised cost.

1.20.2.4. Non-Current Investments

Financial instruments, which include, investments in municipal entities and fixed deposits invested in registered commercial banks, are stated at amortised cost.

Where investments have been impaired, the carrying value is adjusted by the impairment loss, which is recognised as an expense in the period that the impairment is identified.

On disposal of an investment, the difference between the net disposal proceeds and the carrying amount is charged or credited to the Statement of Financial Performance.

The carrying amounts of such investments are reduced to recognise any decline, other than a temporary decline, in the value of individual investments.

1.20.3. De-recognition of Financial Instruments

1.20.3.1. Financial Assets

A financial asset (or, where applicable a part of a financial asset or part of a group of similar financial assets) is derecognised when:

the rights to receive cash flows from the asset have expired; or
the Municipality has transferred its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party under a 'pass-through' arrangement; and either (a) the Municipality has transferred substantially all the risks and rewards of the asset, or (b) the Municipality has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

When the Municipality has transferred its rights to receive cash flows from an asset or has entered into a pass-through arrangement, and has neither transferred nor retained substantially all the risks and rewards of the asset nor transferred control of the asset, a new asset is recognised to the extent of the Municipality's continuing involvement in the asset.

Continuing involvement that takes the form of a guarantee over the transferred asset is measured at the lower of the original carrying amount of the asset and the maximum amount of consideration that the Municipality could be required to repay.

When continuing involvement takes the form of a written and/or purchased option (including a cash settled option or similar provision) on the transferred asset, the extent of the Municipality's continuing involvement is the amount of the transferred asset that the Municipality may repurchase, except that in the case of a written put option (including a cash settled option or similar provision) on an asset measured at fair value, the extent of the Municipality's continuing involvement is limited to the lower of the fair value of the transferred asset and the option exercise price.

1.20.3.2. Financial Liabilities

A financial liability is derecognised when the obligation under the liability is discharged or cancelled or expires.

When an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a de-recognition of the original liability and the recognition of a new liability, and the difference in the respective carrying amounts is recognised in the Statement of Financial Performance.

1.20.4. Offsetting of Financial Instruments

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

Financial assets and financial liabilities are offset and the net amount reported in the Statement of Financial Position if, and only if, there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, or to realise the assets and settle the liabilities simultaneously

1.21. REVENUE

1.21.1. Revenue from Non-Exchange Transactions

Revenue from non-exchange transactions refers to transactions where the Municipality received revenue from another entity without directly giving approximately equal value in exchange. Revenue from non-exchange transactions is generally recognised to the extent that the related receipt or receivable qualifies for recognition as an asset and there is no liability to repay the amount.

Revenue from property rates is recognised when the legal entitlement to this revenue arises. Collection charges are recognised when such amounts are legally enforceable. Penalty interest on unpaid rates is recognised on a time proportionate basis as an exchange transaction.

Fine Revenue constitutes both spot fines and summonses. Revenue from spot fines and summonses is recognised when issued.

Revenue from public contributions and donations is recognised when all conditions associated with the contribution have been met or where the contribution is to finance property, plant and equipment, when such items of property, plant and equipment qualifies for recognition and first becomes available for use by the Municipality. Where public contributions have been received but the Municipality has not met the related conditions, it is recognised as an unspent public contribution (liability).

Revenue from third parties i.e. insurance payments for assets impaired, are recognised when it can be measured reliably and is not being offset against the related expenses of repairs or renewals of the impaired assets.

Contributed property, plant and equipment is recognised when such items of property, plant and equipment qualifies for recognition and become available for use by the Municipality.

Revenue from the recovery of unauthorised, irregular, fruitless and wasteful expenditure is based on legislated procedures, including those set out in the Municipal Finance Management Act (Act No. 56 of 2003) and is recognised when the recovery thereof from the responsible councillors or officials is virtually certain.

Revenue shall be measured at the fair value of the consideration received or receivable.

When, as a result of a non-exchange transaction, a 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 present 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 will be recognised as revenue.

The charging of revenue in the public sector is frequently regulated by legislation, regulation, or similar means. Due to the statutory nature of this revenue, the amount of revenue charged may be subject to a review, objection, or appeal process which may result in changes to revenue already recognised. These adjustments to revenue can result in changes in accounting estimates or errors which will be disclosed in terms of applicable GRAP standard.

1.21.2. Revenue from Exchange Transactions

Revenue from exchange transactions refers to revenue that accrued to the Municipality directly in return for services rendered/ goods sold, the value of which approximates the consideration received or receivable.

Service charges relating to electricity and water are based on consumption and a basic charge as per Council resolution. Meters are read on a monthly basis and are recognised as revenue when invoiced. Provisional estimates of consumption are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when 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.

Revenue from the sale of electricity prepaid meter vouchers is recognised eight days after the sale of the relevant voucher.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has improvements. Tariffs are determined per category of property usage, and are levied monthly based on the recorded number of refuse points per property.

Service charges relating to sanitation (sewerage) are recognised on a monthly basis in arrears by applying the approved tariff to each property that has improvements. Tariffs are determined per category of property usage. In the case of residential property a fixed monthly tariff is levied and in the case of commercial property a tariff is levied based on the number of sewerage connection on the property. Service charges based on a basic charge as per Council resolution.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

Interest revenue is recognised using the effective interest rate method.

Revenue from the rental of facilities and equipment is recognised on a straight-line basis over the term of the lease agreement.

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant tariff. This includes the issuing of licences and permits.

Revenue from the sale of goods is recognised when substantially all the risks and rewards in those goods are passed to the consumer.

Revenue shall be measured at the fair value of the consideration received or receivable.

The amount of revenue arising on a transaction is usually determined by agreement between the entity and the purchaser or user of the asset or service. It is measured at the fair value of the consideration received or receivable.

In most cases, the consideration is in the form of cash or cash equivalents and the amount of revenue is the amount of cash or cash equivalents received or receivable. However, when the inflow of cash or cash equivalents is deferred, the fair value of the consideration may be less than the nominal amount of cash received or receivable. When the arrangement effectively constitutes a financing transaction, the fair value of the consideration is determined by discounting all future receipts using an imputed rate of interest. The imputed rate of interest is the more clearly determinable of either:

The prevailing rate for a similar instrument of an issuer with a similar credit rating; or
A rate of interest that discounts the nominal amount of the instrument to the current cash sales price of the goods or services.

The difference between the fair value and the nominal amount of the consideration is recognised as interest revenue.

When goods or services are exchanged or swapped for goods or services which are of a similar nature and value, the exchange is not regarded as a transaction that generates revenue. When goods are sold or services are rendered in exchange for dissimilar goods or services, the exchange is regarded as a transaction that generates revenue. The revenue is measured at the fair value of the goods or services received, adjusted by the amount of any cash or cash equivalents transferred.

When the fair value of the goods or services received cannot be measured reliably, the revenue is measured at the fair value of the goods or services given up, adjusted by the amount of any cash or cash equivalents transferred.

1.21.3. Grants, Transfers and Donations (Non-Exchange Revenue)

Grants, transfers and donations received or receivable are recognised when the resources that have been transferred meet the criteria for recognition as an asset. A corresponding liability is raised to the extent that the grant, transfer or donation is conditional. The liability is transferred to revenue as and when the conditions attached to the grant are met. Grants without any conditions attached are recognised as revenue when the asset is recognised.

1.22. RELATED PARTIES

Parties are considered to be related if one party has the ability to control the other party or exercise significant influence over the other party in making financial and operating decisions or if the related party entity and another entity are subject to common control.

Related parties include:

- Entities that directly, or indirectly through one or more intermediaries, control, or are controlled by the reporting entity;
- Individuals owning, directly or indirectly, an interest in the reporting entity that gives them significant influence over the entity, and close members of the family of any such individual;
- Key management personnel, and close members of the family of key management personnel; and
- Entities in which a substantial ownership interest is held, directly or indirectly, by any person described in the 2nd and 3rd bullet, or over which such a person is able to exercise significant influence.

Key management personnel include:

- All directors or members of the governing body of the entity, being the Executive Mayor, Deputy Mayor, Speaker, members of the Mayoral Committee and ordinary councillors.
- Other persons having the authority and responsibility for planning, directing and controlling the activities of the reporting entity being the Municipal Manager, Chief Financial Officer an all other managers reporting directly to the Municipal Manager or as designated by the Municipal Manager.

1.23. UNAUTHORISED EXPENDITURE

Unauthorised expenditure is expenditure that has not been budgeted, expenditure that is not in terms of the conditions of an allocation received from another sphere of government, municipality or organ of state and expenditure in a form of a grant that is not permitted in terms of the Municipal Finance Management Act (Act No. 56 of 2003). Unauthorised expenditure is accounted for as an expense in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

1.24. IRREGULAR EXPENDITURE

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 200), the Public Office Bearers Act, and (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.

1.25. FRUITLESS AND WASTEFUL EXPENDITURE

Fruitless and wasteful expenditure is expenditure that was made in vain and could have been avoided had reasonable care been exercised. Fruitless and wasteful 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.

1.26. CONTINGENT LIABILITIES

A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the entity. A contingent liability could also be a present obligation that arises from past events, but is not recognised because it is not probable that an outflow of resources embodying economic benefits will be required to the obligation or the amount of the obligation cannot be measures with sufficient reliability.

Management judgement is required when recognising and measuring contingent liabilities.

1.27. PRESENTATION OF BUDGET INFORMATION

The annual budget figures have been presented in accordance with the GRAP reporting framework. A separate statement of comparison of budget and actual amounts, which forms part of the annual financial statements, has been prepared. The comparison of budget and actual amount will be presented on the same accounting basis, same classification basis and for the same entity and period as for the approved budget. The budget of the municipality is taken for a stakeholder consultative process and upon approval the approved budget is made publicly available.

Material differences in terms of the basis, timing or entity have been disclosed in the notes to the annual financial statements. The budget is approved on an accrual basis by vote classification as required by the Municipal Finance Management Act. The basis used for this comparison is by nature classification as required by General Recognised Accounting Practices. The approved budget covers the same period as the financial statements, from 1 July to 30 June. NO other entities is included in the budget.

1.28. SIGNIFICANT ACCOUNTING JUDGEMENTS AND ESTIMATES

In the process of applying the Municipality's accounting policy, management has made the following significant accounting judgements, estimates and assumptions, which have the most significant effect on the amounts recognised in the financial statements:

Post-retirement medical obligations and Long service awards

The cost of post-retirement medical obligations, long service awards and ex-gratia gratuities are determined using actuarial valuations. The actuarial valuation involves making assumptions about discount rates, expected rates of return on assets, future salary increases, mortality rates and future pension increases. Due to the long-term nature of these plans, such estimates are subject to significant uncertainty.

Impairment of Receivables

The calculation in respect of the impairment of debtors is based on an assessment of the extent to which debtors have defaulted on payments already due, and an assessment of their ability to make payments based on their creditworthiness. This was performed per service-identifiable categories across all classes of debtors.

Provisions and contingent liabilities

Management judgement is required when recognising and measuring provisions and when measuring contingent liabilities. Provisions are discounted where the effect of discounting is material using actuarial valuations.

1.29. TAXES – VALUE ADDED TAX

Revenue, expenses and assets are recognised net of the amounts of value added tax. The net amount of Value added tax recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the Statement of Financial Position.

1.30. JOINT VENTURES

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

In respect of the municipalities' interest in jointly controlled assets, the municipality includes in its accounting records and recognises in its financial statements:

- its share of the jointly controlled assets, classified according to the nature of the assets;
- any liabilities that it has incurred;
- its share of any liabilities incurred jointly with other ventures in relation to the joint venture;
- any revenue from the sale or use of its share of the output of the joint venture, together with its share of any expenses incurred by the joint venture; and
- any expenses that it has incurred in respect of its interest in the joint venture.

1.31. AMENDED DISCLOSURE POLICY

Amendments to accounting policies are reported as and when deemed necessary based on the relevance of any such amendment to the format and presentation of the financial statements. The principal amendments to matters disclosed in the current financial statements include fundamental errors, and the treatment of assets financed by external grants.

1.32 AGENCY FEES AND PAYABLES

An agent is an entity that has been directed by another entity (a principal), through a binding arrangement, to undertake transactions with third parties on behalf of the principal and for the benefit of the principal.

The municipality is collecting motor vehicle licence fees, motor registration and drivers licence fees on behalf of the Department of Transport and Public Works. Hence the municipality receives commission on the collection of monies. The municipality acts as an agent for the Department of Transport and Public Works, without any significant judgement to be applied. There was no changes in the terms and condition of the arrangement for the reporting year.

Only the portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal is recognised by the municipality.

Liabilities arising from principal-agent arrangements are included as part of payables in the Statement of Financial Position.

1.33 STATUTORY RECEIVABLES

Statutory receivables arise from legislation, supporting regulations, or similar means and require settlement by another entity in cash or another financial asset. Statutory receivables can arise from both exchange and non-exchange transactions.

Initial Recognition

Statutory receivables are recognised when the related revenue (exchange or non-exchange revenue) is recognised or when the receivable meets the definition of an asset. The Municipality initially measure statutory receivables at their transaction amount.

Subsequent Measurement

The Municipality measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is subsequently changed to reflect any interest or other charges that may have accrued on the receivable, less any impairment losses and amounts derecognised.

Impairment and collectability of statutory receivables

The Municipality assesses at each reporting date whether there is any indication that a statutory receivable may be impaired.

The Municipality derecognises financial assets only when the contractual rights to the cash flows from the asset expire or it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity. Financial assets (receivables) are also derecognised when Council approves the write-off of financial assets due to non-recoverability.

If the Municipality neither transfers nor retains substantially all the risks and rewards of ownership and continues to control the transferred asset, the Municipality recognises its retained interest in the asset and an associated liability for amounts it may have to pay. If the Municipality retains substantially all the risks and rewards of ownership of a transferred financial asset, the Municipality continues to recognise the financial asset and also recognises a collateralised borrowing for the proceeds received.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

The Municipality recognises the difference between the carrying amount of the 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, in the Statement of Financial Performance.

Financial assets and financial liabilities are offset and the net amount reported in the Statement of Financial Position if there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, or to realise the assets and settle the liabilities simultaneously.

Objective evidence of impairment includes significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation and default or delinquency in payments. If the Municipality determines that no objective evidence of impairment exists for an individually assessed financial asset, whether significant or not, it includes the asset in a group of financial assets with similar credit risk characteristics and collectively assesses them for impairment. Assets that are individually assessed for impairment and for which an impairment loss is, or continues to be, recognised are not included in a collective assessment of impairment.

If there is objective evidence that an impairment loss 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 expected credit losses that have not yet been incurred). The carrying amount of the asset is reduced through the use of an allowance account and the amount of the loss is recognised in the Statement of Financial Performance. Interest income continues to be accrued on the outstanding amount based on the interest rate of the asset. Interest is not levied on Fines issued. If, in a subsequent year, the amount of the estimated impairment loss increases or decreases because of an event occurring after the impairment was recognised, the previously recognised impairment loss is increased or reduced by adjusting the allowance account. If a future write-off is later recovered, the recovery is recognised in the Statement of Financial Performance.

.

1.34 EVENTS AFTER REPORTING DATE

Events after the reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

(a) those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
(b) those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

If non-adjusting events after the reporting date are material, the Municipality discloses the nature and an estimate of the financial effect.

1.35 CONSTRUCTION CONTRACTS AND RECEIVABLES

Construction contract is a contract, or a similar binding arrangement, specifically negotiated for the construction of an asset or a combination of assets that are closely interrelated or interdependent in terms of their design, technology and function or their ultimate purpose or use.

Contractor is an entity that performs construction work pursuant to a construction contract.

A contractor is an entity that enters into a contract to build structures, construct facilities, produce goods, or render services to the specifications of another entity either itself or through the use of sub-contractors. The term "contractor" thus includes a general or prime contractor, a subcontractor to a general contractor, or a construction manager.

The municipality participates as a non-accredited municipality in the national housing programme. The municipality's roles and responsibilities in the housing development process are set out in the binding arrangements entered into with the Western Cape Department of Human Settlements. The municipality assesses the terms and conditions of each contract concluded with the Western Cape Department of Human Settlements to establish whether the contract is a construction contract or not. In assessing whether the contract is a construction contract, the municipality considers whether it is a contractor.

The binding arrangements entered into with the Western Cape Department of Human Settlements are non-commercial fixed price contracts. The objective of the arrangements is to construct low cost houses for the beneficiaries of the National Housing Programme in return for full reimbursement of costs from the department through a housing grant or subsidy.

Where the outcome of a construction contract can be estimated reliably, contract revenue and costs are recognised by reference to the stage of completion of the contract activity at the reporting date, as measured by the proportion that contract costs incurred for work performed to date bear to the estimated total contract costs.

When the outcome of a construction contract cannot be estimated reliably, contract revenue is recognised to the extent that contract costs incurred are recoverable. Contract costs are recognised as inventory until the houses are handed over when the municipality retains the risks and rewards associated with ownership of the low cost houses. On handover of the houses, the cost per house handed over is recognised as an expense in the period in which it was handed over.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

The expenses are recognised in the period they are incurred when the municipality does not retain the risks and rewards associated with ownership of the low-cost houses during the construction period.

1.36 Standards, amendments to standard and interpretation issued but not yet effective

In the current year the municipality has adopted all new and revised standards and interpretations issued by the ASB that are relevant to its operations and are effective. The following GRAP standards have been issued but are not yet effective during the current reporting period and the municipality did not early adopt these GRAP standards or interpretation.

GRAP 104 (Revised 2019) - Financial Instruments: The objective of this Standard is to establish principles for recognising, measuring, presenting and disclosing financial instruments.

GRAP 103 on Heritage assets (amended): The objective of this Standard is to establish principles for recognising, measuring, presenting and disclosing financial instruments.

Management has considered all the above mentioned GRAP 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, budget statement or cash flow of the municipality.

1.37 Non-living Resources

Non-living resources are those resources, other than living resources, that occur naturally and have not been extracted. Non-living resources, other than land, are not recognised as assets in the financial statements of the Municipality. Non-Living resources are disclosed in terms of the applicable GRAP standard in the notes to the annual financial statements

1.38 Segment Reporting

Definition

A segment is an activity—
a) that generates economic benefits or service potential (including economic benefits or service potential relating to transactions between activities of the same entity);
b) whose results are regularly reviewed by management to make decisions about resources to be allocated to that activity and in assessing its performance; and
c) for which separate financial information is available.

Identification

Segments are identified by the way in which information is reported to management for purposes of assessing performance as well as allocating resources to the various activities undertaken. Monthly management accounts and/or budget documentation usually reflect the segments reported to management.

It is prudent to note the following:

- activities performed by administrative units and functional departments which do not on its own give rise to future economic benefits or service potential, are not regarded as segments.
- post-employment benefit plans are expressly excluded from the scope of the standard of GRAP on segment reporting (i.e. GRAP 18), and thus is not regarded as a segment.

Measurement

The measure reported to management for the purpose of making decisions regarding the allocation of resources to a segment and assessing its performance, is the amount of each segment item reported in the financial statements. Amounts are allocated to reported segment surplus or deficit, assets or liabilities on a reasonable basis. When allocating revenue and expenses, only adjustments and eliminations included in the measures of the segment's surplus or deficit used by management, are reported for that segment. Only assets and liabilities included in the measures of the segment's assets and liabilities used by management, are reported for that segment. In cases where only one measure is used by management to assess segment performance and to allocate resources, segment surplus or deficit as well as segment assets and liabilities are reported in terms of that measure. In cases where more than one measure is used by management to assess segment performance and to allocate resources, segment surplus or deficit as well as segment assets and liabilities are reported in terms of what management believes are consistent with those used in measuring the corresponding amounts in the entity's financial statements.

Significant Judgements:

The municipality is structured in terms of core functions mandated in legislation. Information regarding progress in the performance of mandated functions, is reported to management for the purpose of evaluating segment performance and the allocation of resources to various activities in lieu of

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

strategic objectives. Where more than one set of segments has been identified, management may report such information separately or as a matrix. In addition, management may choose to adopt a primary and secondary reporting structure with limited disclosures made about secondary segments.

The segment information has been prepared on the accrual basis of accounting in accordance with the historical cost convention, unless specified otherwise.

General information - Organisation and aggregation of segments

GRAP 18 permits the aggregation of two or more segments into a single segment where segments have similar economic characteristics and share a majority of the following:

a) the nature of the goods and/or services delivered;
b) the type or class of customer or consumer to which goods and services are delivered;
c) the methods used to distribute the goods or provide the services; or
d) the nature of the regulatory environment that applies to the segment.

In accordance with section 153 of the Constitution of South Africa, the municipality's administration, budget and planning processes are structured to give priority to the basic needs of the community, as well as to promote the social and economic development of the community. Management has thus decided to organise segments around the nature of goods and/or services delivered in accordance with the objects of local government as stipulated in section 152(1) of the Constitution. *General information - Goods and/or services delivered per segment* The goods and/or services delivered per segment are aligned with the local government matters listed in Schedules 4B and 5B of the Constitution. Where the number of reportable segments identified had increased to more than ten, management applied judgement regarding the practical limit of reportable segments.

The below indicates the final reportable segments-.

- Community and public safety
- Economic and environmental services
- Trading Services

Entity wide disclosures - Geographical information

The geographical information relevant for decision making purposes is not included as part of the reportable segment information as the information us not reported and available in geographical format within the municipal jurisdiction.

Restatement of segment reporting figures of earlier periods There have been no changes to the structure of the internal organization that resulted in the composition of reportable segments to change. Thus there was no need for segment reporting figures of earlier periods to be restated.

Transitional provisions

As per government gazette 41595 dated 26th April 2018, the standard of GRAP on Segment reporting became effective for municipalities from 1st April 2020. The standard of GRAP on Segment reporting has been fully complied with, apart from any transitional provisions that management may have decided to take advantage of as indicated below.

- On initial adoption of GRAP 18, comparative segment information need not be presented.
- The requirements of GRAP 18 does not apply to items that have not been recognised and/or measured in accordance with the other standards of GRAP as a result of transitional provisions under those Standards.

1.39 EXPENSES

Expenses are decreases in economic benefits or service potential during the reporting period in the form of outflows or consumption of assets or incurrences of liabilities that result in decreases in net assets, other than those relating to distributions to owners.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023
2	**CASH AND CASH EQUIVALENTS**	**R**	**R**
	Assets		
	Cash at Bank (Current Account)	187,235,262	226,792,468
	Cash on Hand	9,472	9,255
	Total Cash and Cash Equivalents - Assets	**187,244,734**	**226,801,723**
	Cash and cash equivalents comprise cash held and short term deposits. The carrying amount of these assets approximates their fair value.		
	Cash book balance at beginning of year	226,792,468	144,870,308
	Cash book balance at end of year	187,235,262	226,792,468
	The municipality has the following bank accounts:		
	Primary Bank Account: First National Bank - Account Number 62748215979		
	Bank statement balance at beginning of year	226,125,084	144,482,216
	Bank statement balance at end of year	185,423,957	226,125,084
	ABSA Bank Limited - Account Number 350000011		
	Bank statement balance at beginning of year	359,019	584,503
	Bank statement balance at end of year	88,854	359,019
3	**TRADE AND OTHER RECEIVABLES FROM EXCHANGE TRANSACTIONS**		
	Electricity	68,708,576	50,520,002
	Water	94,828,531	147,482,345
	Property Rental Debtors	2,309,457	3,049,451
	Waste Management	59,184,847	88,678,672
	Waste Water Management	99,389,832	91,826,289
	Service Charges	1,150,217	1,493,629
	Prepayments and Advances	3,187,720	2,757,056
	Contracts	5,128,890	5,128,890
	Land Sale Debtors	1,106,706	1,106,706
	Total Receivables from Exchange Transactions	**334,994,777**	**392,043,040**
	Less: Provision for Impairment	(211,621,669)	(310,528,230)
	Total Net Receivables from Exchange Transactions	**123,373,108**	**81,514,811**
	Consumer debtors are payable within 30 days. This credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of trade and other receivables on initial recognition is not deemed necessary.		
	Included in receivables is the following accrued income (estimated consumption from the last meter reading to 30 June):		
	Accrued Income Electricity (Including VAT)	32,281,230	25,055,681
	Accrued Income Water (Including VAT)	4,739,628	5,123,764
	Accrued Income Waste Water (Including VAT)	39,790,216	14,208,517
	Accrued Income Waste Management (Including VAT)	297,505	-
	Ageing of Receivables from Exchange Transactions:		
	(Electricity): Ageing		
	Accrued Income Electricity	32,281,230	25,055,681
	Current (0 - 30 days)	21,837,397	14,664,995
	31 - 60 Days	2,269,338	1,142,768
	61 - 90 Days	1,480,603	981,422
	+ 90 Days	10,840,007	8,675,136
	Total	**68,708,576**	**50,520,002**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

3 TRADE AND OTHER RECEIVABLES FROM EXCHANGE TRANSACTIONS CONTINUED	2024 R	2023 R
(Water): Ageing		
Accrued Income Water	4,739,628	5,123,764
Current (0 - 30 days)	4,241,233	3,399,302
31 - 60 Days	1,967,389	2,475,554
61 - 90 Days	1,969,155	2,138,063
+ 90 Days	81,911,127	134,345,662
Total	**94,828,532**	**147,482,345**
(Housing): Ageing		
Current (0 - 30 days)	90,815	67,042
31 - 60 Days	65,262	55,821
61 - 90 Days	49,583	45,399
+ 90 Days	2,103,797	2,881,190
Total	**2,309,457**	**3,049,451**
(Waste Management): Ageing		
Accrued Income Waste Management	297,505	-
Current (0 - 30 days)	3,016,552	2,989,209
31 - 60 Days	1,566,418	1,779,503
61 - 90 Days	1,511,436	1,649,547
+ 90 Days	52,792,937	82,260,414
Total	**59,184,848**	**88,678,673**
(Waste Water): Ageing		
Accrued Income Waste Water	39,790,216	14,208,517
Current (0 - 30 days)	2,539,511	2,366,340
31 - 60 Days	1,614,930	1,381,153
61 - 90 Days	1,351,028	1,217,082
+ 90 Days	54,094,147	72,653,198
Total	**99,389,833**	**91,826,289**
(Service Charges): Ageing		
Current (0 - 30 days)	7,879	6,579
31 - 60 Days	16,087	19,568
61 - 90 Days	23,378	13,322
+ 90 Days	1,102,874	1,454,160
Total	**1,150,217**	**1,493,629**
(Prepayments and Advances): Ageing		
+ 90 Days	3,187,720	2,757,056
Total	**3,187,720**	**2,757,056**
(Contract): Ageing		
+ 90 Days	5,128,890	5,128,890
Total	**5,128,890**	**5,128,890**
(Land Sales): Ageing		
+ 90 Days	1,106,706	1,106,706
Total	**1,106,706**	**1,106,706**
(Total): Ageing		
Accrued Income	77,108,580	44,387,962
Current (0 - 30 days)	31,733,387	23,493,466
31 - 60 Days	7,499,424	6,854,367
61 - 90 Days	6,385,183	6,044,835
+ 90 Days	212,268,204	311,262,411
Total	**334,994,778**	**392,043,042**
Reconciliation Provision for Impairment		
Opening Balance	(310,528,229)	(250,470,971)
Recognised	(74,442,878)	(61,208,885)
Reversal (Write-off)	173,349,439	1,151,627
Balance at end of year	**(211,621,668)**	**(310,528,229)**

Concentrations of credit risk with respect to trade receivables are limited due to the municipality's large number of customers living in poverty. The municipality's historical experience in collection of trade receivables falls within recorded allowances. Due to these factors, management believes that no additional risk beyond amounts provided for collection losses is inherent in the municipality's trade receivables.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

4 RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS	2024 R	2023 R
Property Rates		
Outstanding balance	54,881,440	46,952,464
Provision for impairment	(43,309,400)	(36,766,151)
Carrying Value	**11,572,040**	**10,186,313**
Electricity Availability		
Outstanding balance	2,506,530	2,147,543
Provision for impairment	(2,382,081)	(2,049,009)
Carrying Value	**124,450**	**98,534**
Water Availability		
Outstanding balance	2,298,110	2,008,924
Provision for impairment	(2,203,236)	(1,904,199)
Carrying Value	**94,874**	**104,725**
Waste Management Availability		
Outstanding balance	1,102,068	974,684
Provision for impairment	(1,055,844)	(883,696)
Carrying Value	**46,224**	**90,987**
Waste Water Availability		
Outstanding balance	1,351,875	1,214,384
Provision for impairment	(1,290,678)	(1,148,506)
Carrying Value	**61,197**	**65,878**
Fines		
Outstanding balance	21,640,260	14,020,210
Provision for impairment	(3,138,950)	(6,851,900)
Carrying Value	**18,501,310**	**7,168,310**
Other Receivables	**1,238,949**	**1,709,182**
Deposits	224,615	224,615
Other receivables	1,014,334	1,484,567
Total Net Receivables from Non-Exchange Transactions	**31,639,044**	**19,423,931**
Ageing of Receivables from Non-Exchange Transactions:		
(Rates): Ageing		
Current (0 - 30 days)	4,251,207	3,684,642
31 - 60 Days	991,836	970,095
61 - 90 Days	754,212	681,491
+ 90 Days	48,884,186	41,616,215
Total	**54,881,440**	**46,952,442**
(Electricity Availability): Ageing		
Current (0 - 30 days)	85,579	73,845
31 - 60 Days	57,247	48,860
61 - 90 Days	51,928	43,870
+ 90 Days	2,311,777	1,980,968
Total	**2,506,530**	**2,147,543**
(Water Availability): Ageing		
Current (0 - 30 days)	67,333	68,835
31 - 60 Days	39,613	46,123
61 - 90 Days	36,674	42,191
+ 90 Days	2,154,489	1,851,774
Total	**2,298,110**	**2,008,924**
(Waste Management Availability): Ageing		
Current (0 - 30 days)	40,376	56,499
31 - 60 Days	22,943	40,841
61 - 90 Days	20,893	39,025
+ 90 Days	1,017,856	838,318
Total	**1,102,068**	**974,684**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS CONTINUED	2024 R	2023 R
(Waste Water Availability): Ageing		
Current (0 - 30 days)	43,166	44,455
31 - 60 Days	25,685	28,986
61 - 90 Days	23,341	26,349
+ 90 Days	1,259,683	1,114,594
Total	**1,351,875**	**1,214,384**
(Total): Ageing		
Current (0 - 30 days)	4,487,660	3,928,277
31 - 60 Days	1,137,324	1,134,905
61 - 90 Days	887,047	832,926
+ 90 Days	55,627,990	47,401,869
Total	**62,140,022**	**53,297,977**
Reconciliation Provision for Impairment		
Opening Balance	(49,603,460)	(49,575,967)
Recognised	(12,457,793)	(8,762,143)
Reversal (Write-off)	8,681,065	8,734,650
Balance at end of year	**(53,380,188)**	**(49,603,460)**

Concentrations of credit risk with respect to trade receivables are limited due to the municipality's large number of customers living in poverty. The municipality's historical experience in collection of trade receivables falls within recorded allowances. Due to these factors, management believes that no additional risk beyond amounts provided for collection losses is inherent in the municipality's trade receivables.

5 INVENTORY

Consumables	2,590,811	2,503,966
Materials and Supplies	24,754,889	13,976,757
Water	15,911	348,802
Total Inventory	**27,361,611**	**16,829,525**
Inventory written down due to losses as identified during the annual stores counts.	**3,802**	**-**
Inventory recognised as an expense during the year	**19,497,310**	**16,089,360**

No inventories is pledged as security for liabilities

No inventory is caried at fair value less cost to sell.

No inventory was writen down to net realisable value.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023
6	**UNSPENT CONDITIONAL GOVERNMENT GRANTS AND RECEIPTS**	R	R
	Unspent Grants	4,861,951	13,535,211
	National Government Grants	1,202,087	5,741,406
	Provincial Government Grants	265,421	3,424,478
	District Municipality	3,394,443	4,369,327
	Less: Grants spend but not yet received	11,116,787	9,034,870
	National Government Grants	198,128	858,317
	Provincial Government Grants	10,834,594	8,146,274
	District Municipality	84,065	30,279
	Total Conditional Grants and Receipts	**(6,254,836)**	**4,500,341**

Please refer to Note 22 for more information on specific grants.

7 STATUTORY RECEIVABLES

Statutory receivables of the municipality are classified as follows in accordance with the principles of GRAP 108,

As of 30 June 2024, total statutory receivables of R 71955415 (2023: R 55504710) were impaired and provided for.

The amount of the allowance for impairment was R 46448350 as of 30 June 2024 (2023: R43618051).

Reconciliation of statutory receivables		
Gross balance of statutory receivables	71,955,415	55,504,710
Provision for impairment	(46,448,350)	(43,618,051)
Netto statutory receivables	**25,507,065**	**11,886,659**
Gross balance		
Fines	21,640,260	14,020,210
Property rates	54,881,440	46,952,464
VAT	(4,566,285)	(5,467,964)
Total	**71,955,415**	**55,504,710**
Reconciliation of Provision for impairment		
Opening Balance	(49,603,460)	(49,575,967)
Recognised	(12,457,793)	(8,762,143)
Reversal (Write-off)	8,681,065	8,734,650
Balance at end of year	**(53,380,188)**	**(49,603,460)**
The total amount of the Provision for impairment consists of:		
Fines	(3,138,950)	(6,851,900)
Property rates	(43,309,400)	(36,766,151)
Total	**(46,448,350)**	**(43,618,051)**
Net balance		
Fines	18,501,310	7,168,310
Property rates	11,572,040	10,186,313
VAT	(4,566,285)	(5,467,964)
Total	**25,507,065**	**11,886,659**
Interest charged	4,091,476	2,821,620
Property Rates: Ageing		
Current (0 - 30 days)	4,251,207	3,684,642
31 - 60 Days	991,836	970,095
61 - 90 Days	754,212	681,491
+ 90 Days	48,884,186	41,616,215
Total	**54,881,440**	**46,952,442**

Statutory receivables arises from the following legislation:
Property Rates- Municipal Property Rates Act (Act no 60 of 2014)
Fines- Criminal Procedures Act (Act no 51 of 1977)
Value Added Tax Act (Act no 89 of 1991)

No receivables from statutory receivables were pledged as security.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

7 STATUTORY RECEIVABLES CONTINUED	2024 R	2023 R

Credit quality of statutory receivables

Consumer debtors are payable within 30 days. This credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of non-exchange receivables on initial recognition is not deemed necessary.

There are no statutory receivables which were restricted.

Property rates are levied on the value of land and improvements, which valuation is performed every 5 years. The last valuation came into effect on 1 July 2023. Interim valuations are processed on an annual basis to take into account changes in individual property values due to alterations and subdivisions and also new buildings.

Basic rate		
Residential	0.600c/R	1.054c/R
Commercial	1.650c/R	1.903c/R
Industrial	1.650c/R	1.903c/R
Bona Fide Agricultural	0.150c/R	0.151c/R

Rates are levied annually and monthly. Monthly rates are payable by the 15th of the following month and annual rates are payable before 30 September. Interest is levied at the prime rate plus 1% on outstanding monthly rates.

Rebates were granted on land with buildings used solely for dwellings purposes as follows:
- Residential - The first R150 000 on the valuation is exempted.

Balances past due not impaired:	**2024 %**	**2024 R**	**2023 %**	**2023 R**
Non-Exchange Receivables				
Fines	85.49%	18,501,310	51.13%	7,168,310
Property rates	21.09%	11,572,040	21.69%	10,186,313
VAT	100.00%	(4,566,285)	100.00%	(5,467,964)
	35.45%	**25,507,065**	**21.42%**	**11,886,659**

The provision for bad debts could be allocated between the different classes of debtors as follows:

	2024 %	**2024 R**	**2023 %**	**2023 R**
Non-Exchange Receivables				
Fines	6.76%	3,138,950	15.71%	6,851,900
Property rates	93.24%	43,309,400	84.29%	36,766,151
	100.00%	**46,448,350**	**100.00%**	**43,618,051**

The provision for bad debts could be allocated between the different categories of debtors as follows:

	2024 %	**2024 R**	**2023 %**	**2023 R**
Residential	67.61%	43,835,208	61.48%	26,815,380
Commercial	28.44%	18,440,414	33.67%	14,684,206
Other	3.95%	2,560,129	4.86%	2,118,466
	100.00%	**64,835,750**	**100.00%**	**43,618,051**

VAT PAYABLE	**2024 R**	**2023 R**
VAT Payable	21,797,907	15,580,883
	21,797,907	**15,580,883**

VAT RECEIVABLE		
VAT input in suspense	17,231,622	10,112,919
	17,231,622	**10,112,919**
NET VAT RECEIVABLE/(PAYABLE)	**(4,566,285)**	**(5,467,964)**

VAT is receivable/payable on the cash basis.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

8 PROPERTY, PLANT AND EQUIPMENT

8.1 30 JUNE 2024

Reconciliation of Carrying Value	Land R	Buildings R	Infrastructure R	Community Assets R	Leased Assets R	Other Assets R	Total R
Carrying value at 1 July 2023	74,012,280	82,389,361	763,082,704	76,242,322	503,692	46,362,258	1,042,592,617
Cost	74,012,280	98,341,878	1,003,267,271	95,001,698	3,345,298	106,591,269	1,380,559,694
Accumulated Impairment	-	(361,350)	(2,907,658)	(1,085,670)	-	(809,940)	(5,164,618)
Accumulated Depreciation	-	(15,591,167)	(237,276,909)	(17,673,706)	(2,841,606)	(59,419,071)	(332,802,459)
Acquisitions	-	17,003	55,905,210	3,306,265	1,460,108	22,224,260	82,912,846
Transfers	-	-	(839,346)	311,241	-	(101,403)	(629,508)
Cost	-	-	(839,346)	311,241	-	(101,403)	(629,508)
Impairment	-	-	-	-	-	200,581	200,581
Impairment	-	-	-	-	-	(77,972)	(77,972)
Reversals	-	-	-	-	-	278,553	278,553
Depreciation	-	(1,133,578)	(23,129,381)	(2,554,866)	(679,002)	(5,912,605)	(33,409,432)
Carrying value of disposals	-	(30,950)	(32,126)	-	(10,972)	(566,905)	(640,953)
Cost	-	(352,235)	(640,475)	-	(3,345,298)	(1,461,362)	(5,799,370)
Accumulated Impairment	-	278,553	-	-	-	(278,553)	-
Accumulated Depreciation	-	42,731	608,349	-	3,334,326	1,173,011	5,158,417
Carrying value at 30 June 2024	74,012,280	81,241,836	794,987,061	77,304,962	1,273,826	62,206,186	1,091,026,151
Cost	74,012,280	98,006,646	1,057,692,660	98,619,204	1,460,108	127,252,764	1,457,043,662
Accumulated Impairments	-	(82,796)	(2,907,658)	(1,085,670)	-	(887,913)	(4,964,037)
Accumulated Depreciation	-	(16,682,014)	(259,797,941)	(20,228,572)	(186,282)	(64,158,665)	(361,053,474)

CHANGE IN ACCOUNTING ESTIMATES

Change in Useful lives

The municipality has reassessed the useful lives of Property plant and equipment and Intangible Asset which resulted in changes in depreciation and amortisation charges. The effect of the change in accounting estimate has resulted in the following movements for the current and future periods on the affected capital assets:

Movement in depreciation and amortisation	2024 R	2025 R	2026 R	2027 R
Before change in estimate	-	-	-	-
After change in estimate	780,148	780,148	780,148	780,148
Net effect	780,148	780,148	780,148	780,148

CAPITALISED RESTORATION COST	2024
Net Carrying amount at 1 July	**12,218,671**
Cost	61,235,271
Accumulated Depreciation	(49,016,599)
Adjustment for the period	3,366,362
Depreciation for the year	(302,330)
Net Carrying amount at 30 June	**15,282,703**
Cost	64,601,632
Accumulated Depreciation	(49,318,930)
Total Property, Plant and Equipment	**1,106,308,854**

8.1.1 Work in Progress included in the Carrying Value of Property Plant & Equipment

	Land R	Buildings R	Infrastructure R	Community R	Leased Assets R	Other Assets R	Total R
Original Cost		575,838	21,584,111	1,107,275		1,000,000	24,267,224

	Total R
8.1.2 Expenditure incurred for repairs and maintaining property plant and equipment	23,172,254

8.1.3 No assets are pledged as security

8.1.4 No assets were in construction or development and consequently halted.

8.1.5 No assets took significantly long to complete.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

PROPERTY, PLANT AND EQUIPMENT CONTINUED

8.2 30 JUNE 2023

Reconciliation of Carrying Value	Land R	Buildings R	Infrastructure R	Community R	Lease Assets R	Other R	Total R
Carrying value at 1 July 2022	74,218,280	84,009,075	707,375,313	72,973,007	880,728	51,122,459	990,578,862
Cost	74,218,280	98,778,878	925,198,970	89,328,819	3,345,298	104,543,062	1,295,413,307
Accumulated Impairment	-	(361,350)	(2,383,480)	(1,085,670)	-	(697,179)	(4,527,679)
Accumulated Depreciation	-	(14,408,453)	(215,440,177)	(15,270,142)	(2,464,570)	(52,723,424)	(300,306,766)
Acquisitions	-	-	76,929,364	6,782,808	-	2,846,062	86,558,234
Transfers	-	-	1,547,848	(1,257,765)	-	(999,563)	(709,480)
Cost	-	-	1,547,848	(1,109,929)	-	(814,056)	(376,137)
Accumulated Impairment	-	-	-	-	-	-	-
Accumulated Depreciation	-	-	-	(147,836)	-	(185,507)	(333,343)
Impairment	-	-	(524,178)	-	-	(170,799)	(694,977)
Impairment	-		(524,178)	-	-	(170,799)	(694,977)
Reversals	-		-	-	-	-	-
Depreciation	-	(1,245,369)	(21,891,073)	(2,255,728)	(377,037)	(6,564,034)	(32,333,241)
Carrying value of disposals	(206,000)	(374,344)	(282,186)	-	-	55,749	(806,781)
Cost	(206,000)	(437,000)	(336,527)	-	-	(56,182)	(1,035,709)
Accumulated Impairment	-	-	-	-	-	58,038	58,038
Accumulated Depreciation	-	62,656	54,341	-	-	53,893	170,890
Carrying value at 30 June 2023	74,012,280	82,389,362	763,155,088	76,242,322	503,691	46,289,874	1,042,592,617
Cost	74,012,280	98,341,878	1,003,339,655	95,001,698	3,345,298	106,518,886	1,380,559,695
Accumulated Impairments	-	(361,350)	(2,907,658)	(1,085,670)	-	(809,940)	(5,164,618)
Accumulated Depreciation	-	(15,591,166)	(237,276,909)	(17,673,706)	(2,841,607)	(59,419,072)	(332,802,460)

CAPITALISED RESTORATION COST

Net Carrying amount at 1 July	**35,106,752**
Cost	80,422,274
Accumulated Depreciation	(45,315,522)
Adjustment for the period	(22,010,560)
Depreciation for the year	(877,520)
Net Carrying amount at 30 June	**12,218,671**
Cost	58,411,713
Accumulated Depreciation	(46,193,042)
Total Property, Plant and Equipment	**1,054,811,288**

8.2.1 Work in Progress included in the Carrying Value of Property Plant & Equipment

	Land R	Buildings R	Infrastructure R	Community R	Lease Assets R	Other R	Total R
Original Cost		558,835	62,491,229	1,297,630	-	-	64,347,694

	Total R
8.2.2 Expenditure incurred for repairs and maintaining property plant and equipment	27,039,159

8.2.3 No assets are pledged as security

8.2.4 No assets were in construction or development and consequently halted.

8.2.5 No assets took significantly long to complete.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024 R	2023 R
9	**INTANGIBLE ASSETS**		
	Computer Software		
	Net Carrying amount at 1 July	**1,355,569**	**1,359,152**
	Cost	2,941,080	5,760,942
	Accumulated Amortisation	(1,585,511)	(4,401,790)
	Acquisitions	330,870	72,384
	Amortisation	(12,349)	(75,967)
	Disposals/Transfers Out	547,012	2,892,246
	Disposals	(1,163,414)	(2,892,246)
	Net Carrying amount at 30 June	**1,057,688**	**1,355,569**
	Cost	2,108,536	2,941,080
	Accumulated Amortisation	(1,050,848)	(1,585,511)
	Work in Progress included in the Carrying Value of Asset	330,870	
	No intangible assets are pledged as security		
	No intangible assets were in construction or development and consequently halted.		
	No intangible assets took significantly long to complete.		
10	**INVESTMENT PROPERTY**		
	Net Carrying amount at 1 July	**42,328,437**	**43,077,087**
	Cost	46,980,339	46,980,339
	Accumulated Depreciation	(4,179,611)	(3,903,252)
	Accumulated Impairment	(472,291)	-
	Transfers to/from Cost	-	-
	Transfers to/from Accumulated Depreciation	-	-
	Depreciation for the year	(408,718)	(276,359)
	Impairment	-	(472,291)
	Net Carrying amount at 30 June	**41,919,719**	**42,328,437**
	Cost	46,980,339	46,980,339
	Accumulated Depreciation	(4,588,329)	(4,179,611)
	Accumulated Impairment	(472,291)	(472,291)
	There are no restrictions on the realisability of Investment Property or the remittance of revenue and proceeds of disposal.		
	There are no contractual obligations to purchase, construct or develop investment property or for repairs, maintenance or enhancements.		
	Revenue derived from the rental of investment property	3,340,182	3,414,238
	Repair and maintenance expenditure incurred on properties generating revenue	**186,762**	**201,865**
	Total Operating expenditure incurred on properties generating revenue	**13,821,547**	**12,105,989**
	Operating expenditure incurred on properties not generating revenue	**975,546**	**927,181**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023
11	**HERITAGE ASSETS**	**R**	**R**
	Net Carrying amount at 1 July	**550,000**	**550,000**
	Cost	550,000	550,000
	Net Carrying amount at 30 June	**550,000**	**550,000**
	Cost	550,000	550,000

Heritage assets are carried at its cost less any accumulated impairment losses

No repairs and maintenance were effected on the heritage assets.

None of the heritage assets are pledge as security.

12	**TRADE AND OTHER PAYABLES EXCHANGE TRANSACTIONS**		
	Payables and Accruals	14,382,900	40,895,529
	Control, Clearing and Interface	473,325	336,670
	Electricity Bulk Purchase	43,777,206	39,158,873
	Unallocated Deposits	1,082,349	1,189,657
	Retentions	13,632,275	12,861,128
	Agency Fees Payable	(1,126)	(376)
	Advance Payments	10,280,765	6,924,297
	Employee cost and councillor remuneration	1,975,009	1,988,685
	Total Trade Payables	**85,602,703**	**103,354,463**

Payables are being recognised net of any discounts.

Payables are being paid within 30 days as prescribed by the MFMA. This credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of trade and other payables on initial recognition is not deemed necessary.

The carrying value of trade and other payables approximates its fair value.

13	**CONSUMER DEPOSITS**		
	Water and Electricity	8,018,410	7,594,161
	Rental Properties	406,885	972,083
	Wayleave	133,817	-
	Posters	30,906	28,514
	Building Plans	1,149,361	3,563,526
	Total Consumer Deposits	**9,739,379**	**12,158,284**

The fair value of consumer deposits approximates their carrying value. Interest is not paid on these amounts.

14	**CURRENT PROVISIONS**		
	Current Portion of Rehabilitation of Landfill-sites - Note 18	3,630,749	3,446,295
	Total Provisions	**3,630,749**	**3,446,295**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

15 CURRENT EMPLOYEE BENEFITS	2024 R	2023 R
Current Portion of Post Employment Health Care Benefits- Note 19	3,050,995	2,588,000
Current Portion of Long-Service Provisions - Note 19	1,704,000	1,956,000
Current Portion of Ex-gratia Pension Provisions - Note 19	7,100	6,460
Staff Leave	20,423,714	19,652,655
Performance Bonuses	803,207	777,548
Staff Bonuses	5,991,303	5,636,989
Total Current Employee Benefits	**31,980,319**	**30,617,652**

The movement in current employee benefits are reconciled as follows:

Staff Leave

Opening Balance	19,652,655	18,927,318
Contribution for the year	2,522,067	1,893,035
Expenditure incurred	(1,751,008)	(1,167,698)
Balance at end of year	**20,423,714**	**19,652,655**

Staff leave accrued to employees according to collective agreement. Provision is made for the full cost of accrued leave at reporting date. This provision will be realised as employees take leave.

Performance Bonuses

Opening Balance	777,548	743,747
Contribution for the year	803,207	788,704
Expenditure incurred	(777,548)	(754,904)
Balance at end of year	**803,207**	**777,547**

Performance bonuses are being paid to Municipal Manager and Directors after an evaluation of their performance.

Staff Bonuses

Opening Balance	5,636,989	5,393,148
Contribution for the year	10,639,544	9,750,369
Expenditure incurred	(10,285,229)	(9,506,528)
Balance at end of year	**5,991,304**	**5,636,989**

Bonuses are being paid to all municipal staff, excluding section 57 Managers. The balance at year end represents the portion of the bonus that have already vested for the current salary cycle.

16 UNSPENT PUBLIC CONTRIBUTIONS		
Essen Belgium	3,684	1,116,991
Perdekraal	1,171,804	414,101
Nedbank	1,136,399	785,403
Total Unspent Public Contributions	**2,311,887**	**2,316,495**

Reconciliation of public contributions

China - Water meters

Opening balance	-	7,183
Conditions met - Transferred to revenue	-	(7,183)
Closing balance	**-**	**-**

3580 Water meters were donated by the Chinese Government to the Witzenberg Municipality. The purpose of the donation is to provide water connections to poor households.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

UNSPENT PUBLIC CONTRIBUTIONS CONTINUED	2024 R	2023 R
Essen Belgium		
Opening balance	1,116,990	3,179,030
Receipts	679,910	1,350,389
Conditions met - Transferred to revenue	(1,793,216)	(3,412,428)
Closing balance	**3,684**	**1,116,991**

A twining agreement exists between Essen in Belgium and the Witzenberg Municipality. The purpose of the agreement is youth development and crèches.

Perdekraal		
Opening balance	414,101	-
Receipts	1,130,300	588,300
Conditions met - Transferred to revenue	(372,597)	(174,199)
Closing balance	**1,171,804**	**414,101**

Funds donated for alien conservation

Nedbank		
Opening balance	785,403	-
Receipts	952,545	1,111,303
Conditions met - Transferred to revenue	(601,549)	(325,900)
Closing balance	**1,136,399**	**785,403**

Funds donated for the rehabilitation and restoration of rivers.

17 BORROWINGS

Finance Lease Liability	1,281,622	527,449
	1,281,622	**527,449**
Less Current portion of Non-current	**(1,281,622)**	**(527,449)**
Finance Lease Liability	(1,281,622)	(527,449)

The obligations under annuity loans are scheduled below:

Amounts payable under annuity loans:

	Minimum annuity payments	

Annuity loans at amortised cost is calculated at an average 12.47% interest rate, with a final maturity date of 30 June 2024.

The obligations under finance leases are scheduled below:

Amounts payable under finance leases:

	Minimum lease payments	
Payable within one year	-	547,662
	-	547,662
Less: Future finance obligations	-	(20,212)
Present value of lease obligations	**-**	**527,450**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

18 NON-CURRENT PROVISIONS

	2024 R	2023 R
Provision for Rehabilitation of Landfill-sites	52,330,759	45,969,231
Total Non-current Provisions	**52,330,759**	**45,969,231**

Landfill Sites

Opening Balance	49,415,526	98,557,432
Unwinding of Interest	5,166,330	9,775,470
Adjustment for the period	1,379,652	(58,917,376)
Total provision 30 June	**55,961,508**	**49,415,526**
Less: Transfer of Current Portion to Current Provisions - Note 14	(3,630,749)	(3,446,295)
Balance 30 June	**52,330,759**	**45,969,231**
Discount rate	5.25 - 12.49 %	6.13 - 11.75 %
Inflation Rate	5.02%	5.17%

The Rehabilitation cost of all landfill sites was prepared by an independent qualified engineer in order to determine the present value to rehabilitate the landfill sites at the end of its useful life. An appropriate discount rate was used to determine the present value of the future landfill rehabilitation liability The total obligation at year-end can be attributed to the following sites:

2024

Location	Estimated Decommission Date	Current Cost of Rehabilitation	Current Cost of Rehabilitation
Ceres	2003	4,184,795	4,038,151
Prince Alfred's Hamlet	2045	71,240,342	67,594,259
Op-die- Berg	2034	10,533,459	10,001,054
Tulbagh	2035	33,067,977	31,377,930
Wolseley	2043	41,996,226	39,868,880
		161,022,799	**152,880,274**

2023

Location	Estimated Decommission Date	Future Cost of Rehabilitation	Future Cost of Rehabilitation
Ceres	2003	4,363,482	4,256,490
Prince Alfred's Hamlet	2045	226,499,965	285,223,128
Op-die- Berg	2034	20,306,976	12,818,000
Tulbagh	2035	65,677,557	66,182,285
Wolseley	2043	119,728,149	123,480,115
		436,576,129	**491,960,018**

19 EMPLOYEE BENEFITS

Post-employment Health Care Benefits	59,764,000	57,306,000
Long Service Awards	11,921,000	10,090,000
Ex-Gratia Pension Benefits	19,930	21,250
Total Non-current Employee Benefit Liabilities	**71,704,930**	**67,417,250**

Post-employment Health Care Benefits

Opening Balance	59,894,000	61,635,000
Contribution for the year	1,981,000	2,107,000
Interest Cost	7,283,000	7,136,000
Expenditure for the year	(2,375,737)	(2,285,339)
Actuarial Loss/(Gain)	(3,967,268)	(8,698,661)
Total post retirement Health Care benefits 30 June	**62,814,995**	**59,894,000**
Less: Transfer of Current Portion - Note 15	(3,050,995)	(2,588,000)
Balance 30 June	**59,764,000**	**57,306,000**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

19 EMPLOYEE BENEFITS CONTINUED	2024 R	2023 R
Long Service Awards		
Opening Balance	12,046,000	12,176,763
Contribution for the year	913,000	963,000
Interest Cost	1,243,000	1,262,000
Expenditure for the year	(1,739,612)	(1,158,579)
Actuarial Loss/(Gain)	1,162,612	(1,197,184)
Total long service 30 June	**13,625,000**	**12,046,000**
Less: Transfer of Current Portion - Note 15	(1,704,000)	(1,956,000)
Balance 30 June	**11,921,000**	**10,090,000**
Ex-Gratia Pension		
Opening Balance	27,710	33,618
Interest Cost	2,490	2,800
Expenditure for the year	(3,840)	(9,498)
Actuarial Loss/(Gain)	670	790
Total Ex-Gratia 30 June	**27,030**	**27,710**
Less: Transfer of Current Portion - Note 15	(7,100)	(6,460)
Balance 30 June	**19,930**	**21,250**
TOTAL NON-CURRENT EMPLOYEE BENEFITS		
Balance 1 July	71,967,710	73,845,381
Contribution for the year	2,894,000	3,070,000
Interest cost	8,528,490	8,400,800
Expenditure for the year	(4,119,189)	(3,453,416)
Actuarial Loss/(Gain)	(2,803,986)	(9,895,055)
Total employee benefits 30 June	**76,467,025**	**71,967,710**
Less: Transfer of Current Portion - Note 15	(4,762,095)	(4,550,460)
Balance 30 June	**71,704,930**	**67,417,250**

The actuarial valuation was performed, as at 30 June 2024,by Chanan Weiss from ARCH Actuarial Consulting CC (Registration 1998/023194/23), using the projected unit credit method. ARCH Actuarial Consulting CC is not connected to the municipality.

19.1 Post-employment Health Care Benefits

The Post Retirement Benefit Plan is a defined benefit plan, of which the members are made up as follows:

In-service (employee) members	247	238
In-service (employee) non-members	254	253
Continuation members (e.g. Retirees, widows, orphans)	48	51
Total Members	**549**	**542**

The liability in respect of past service has been estimated to be as follows:

In-service (employee) members	32,852,000	30,550,000
In-service (employee) non-members	3,062,000	2,863,000
Continuation members	26,869,000	26,481,000
Total Liability	**62,783,000**	**59,894,000**

The liability in respect of periods commencing prior to the comparative year has been estimated as follows:	2022 R	2021 R	2020 R
In-service (employee) members	32,044,000	30,183,000	26,345,000
In-service (employee) non-members	2,585,000	2,345,000	
Continuation members	27,006,000	30,738,000	28,373,000
Total Liability	**61,635,000**	**63,266,000**	**54,718,000**

The municipality makes monthly contributions for health care arrangements to the following medical aid schemes:

Bonitas;
Keyhealth.
LA Health
Hosmed and
Samwumed.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

19.1 EMPLOYEE BENEFITS CONTINUED

The employees of the municipality and their dependants are currently entitled to a subsidy of 70% of the medical scheme contributions after they retire or in the case of death. This percentage is reduced if an employee did not complete a required service period before retirement. Widow(er)s and orphans of in-service members are entitled to a subsidy of 60% of the contribution payable. Upon a member's death-in retirement, the surviving dependants will continue to receive the same benefits.

The post-employment subsidies are not limited to a maximum Rand value/subsidy and as a result the following risks should be noted:
•Inflation: The risk that future CPI inflation and medical aid contribution inflation are higher than assumed and present in an uncontrolled manner.
•Longevity: The risk that eligible individuals live longer than assumed i.e. their benefits are payable for longer than expected.
•Volatility of open-ended, long-term DBO: The risk that the DBO may be volatile which is exacerbated by its long-term nature.
•Enforcement of eligibility criteria and rules: The risk that eligibility criteria and rules are not strictly or consistently enforced, to the detriment of the Municipality.
•Future changes in legislation: The risk that changes to legislation with respect to the post-employment medical aid benefit may increase the DBO for the Municipality.

Key actuarial assumptions used:

i) Rate of interest

	2024	2023
Discount rate	12.20%	12.42%
Health Care Cost Inflation Rate	7.69%	8.03%
Net Effective Discount Rate	4.19%	4.06%

The discount rate are derived from government bond yields consistent with the estimated term of the post-employment liabilities. However, where there is no deep market in government bonds with a sufficiently long maturity to match the estimated term of all the benefit payments, current market rates of the appropriate term should be used to discount shorter term payments, and the discount rate for longer maturities should be estimated by extrapolating current market rates along the yield curve.

ii) Mortality rates

The PA 90 ultimate table was used by the actuaries.

iii) Normal retirement age

The normal retirement ages are 65 (for males) and 65 (for females). It has been assumed that male in-service members will retire at age 62 and female in-service members will retire at age 59, on average, which then implicitly allows for expected rates of ill-health and early retirement.

Continuation of membership at retirement	70%	70%
Proportion assumed married at retirement	60%	60%
Proportion of eligible current non-member employees joining the scheme by retirement	15%	15%

The amounts recognised in the Statement of Financial Position are as follows:	**2024 R**	**2023 R**
Present value of fund obligations	62,814,995	59,894,000
Net liability/(asset)	**62,814,995**	**59,894,000**

The municipality has elected to recognise the full increase in this defined benefit liability immediately as per GRAP 25, Employee Benefits, paragraph 155 (a).

Reconciliation of present value of fund obligation:

Present value of fund obligation at the beginning of the year	59,894,000	61,635,000
Total expenses	6,888,263	6,957,661
Current service cost	1,981,000	2,107,000
Interest Cost	7,283,000	7,136,000
Benefits Paid	(2,375,737)	(2,285,339)
Amendments	-	-
Actuarial (gains)/losses	(3,967,268)	(8,698,661)
Present value of fund obligation at the end of the year	62,814,995	59,894,000
Less: Transfer of Current Portion - Note 15	(3,050,995)	(2,588,000)
Balance 30 June	**59,764,000**	**57,306,000**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

EMPLOYEE BENEFITS CONTINUED

Sensitivity Analysis on the Accrued Liability at 30 June 2024

Assumption	members liability	members liability	Total liability (R'000)
Central Assumptions	35,914,000	26,869,000	62,783,000

The effect of movements in the assumptions are as follows:

Assumption	Change	In-service members	Continuation members	Total liability (R'000)	% change
Central assumptions		35,914,000	26,869,000	62,783,000	
Health care inflation	1%	38,215,000	28,811,000	67,026,000	7
Health care inflation	-1%	32,746,000	25,000,000	57,746,000	-8
Mortality rate	20%	34,551,000	25,163,000	59,714,000	-5
Mortality rate	-20%	37,486,000	28,971,000	66,457,000	6

19.2 Long Service Awards

The Long Service Bonus plans are defined benefit plans.

As at year end, the following number of employees were eligible for Long Service Bonuses.	501	491

i) Rate of interest

Discount rate	11.05%	11.20%
General Salary Inflation (long-term)	6.20%	6.52%
Net Effective Discount Rate applied to salary-related Long Service Bonuses	4.56%	4.39%

	2024 R	2023 R
The amounts recognised in the Statement of Financial Position are as follows:		
Present value of fund obligations	13,625,000	12,046,000
Net liability	**13,625,000**	**12,046,000**

The liability in respect of periods commencing prior to the comparative year has been estimated as follows:	2022 R	2021 R	2020 R
Present value of fund obligations	12,176,763	12,156,000	10,253,000
Net liability	**12,176,763**	**12,156,000**	**10,253,000**

	2024 R	2023 R
Reconciliation of present value of fund obligation:		
Present value of fund obligation at the beginning of the year	12,046,000	12,176,763
Total expenses	416,388	1,066,421
Current service cost	913,000	963,000
Interest Cost	1,243,000	1,262,000
Benefits Paid	(1,739,612)	(1,158,579)
Actuarial (gains)/losses	1,162,612	(1,197,184)
Present value of fund obligation at the end of the year	13,625,000	12,046,000
Less: Transfer of Current Portion - Note 15	(1,704,000)	(1,956,000)
Balance 30 June	**11,921,000**	**10,090,000**

Sensitivity Analysis on the Accrued Liability at 30 June 2024

Assumption	Change	Liability	% change
Central assumptions		13,625,000	
General salary inflation	1.00%	14,362,000	5%
General salary inflation	-1.00%	12,949,000	-5%
Withdrawal rates	20%	13,108,000	-4%
Withdrawal rates	-20%	14,185,000	4%

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

EMPLOYEE BENEFITS CONTINUED

		2024	2023
19.3	**Ex-Gratia Pension Benefits**		
	The Ex-Gratia Pension Benefits plans are defined benefit plans.		
	As at year end, the following number of employees were eligible for Ex-Gratia Pension Benefits.	13	14
	i) Rate of interest		
	Discount rate	9.79%	10.14%

	2024 R	2023 R
The amounts recognised in the Statement of Financial Position are as follows:		
Present value of fund obligations	27,030	27,710
Net liability	**27,030**	**27,710**

The liability in respect of periods commencing prior to the comparative year has been estimated as follows:	2022 R	2021 R	2020 R
Present value of fund obligations	33,618	32,082	62,213
Net liability	**33,618**	**32,082**	**62,213**

EMPLOYEE BENEFITS CONTINUED

	2024 R	2023 R
Reconciliation of present value of fund obligation:		
Present value of fund obligation at the beginning of the year	27,710	33,618
Total expenses	(1,350)	(6,698)
Interest Cost	2,490	2,800
Benefits Paid	(3,840)	(9,498)
Actuarial (gains)/losses	670	790
Present value of fund obligation at the end of the year	27,030	27,710
Less: Transfer of Current Portion - Note	(7,100)	(6,460)
Balance 30 June	**19,930**	**21,250**

Sensitivity Analysis on the Accrued Liability at 30 June 2024

Assumption	Change	(R'000)	% change
Central assumptions		27,030	
Discount rates	+1%	26,430	-5.0%
Discount rates	-1%	29,070	5.0%
Average retirement age	+1 year	25,550	-8.0%
Average retirement age	11 year	29,750	7.0%

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

EMPLOYEE BENEFITS CONTINUED	2024 R	2023 R

19.4 Retirement funds

CAPE JOINT PENSION FUND

The contribution rate of the defined benefit scheme is 27%; 9% by the members and 18% by their councils. The actuarial valuation report at 30 June 2023 disclosed an actuarial valuation amounting to R1 338 791 000 (30 June 2022: R1 391 841 000), with a surplus of R226 285 000 (2022: R144 158 000), with a funding level of 120.3% (30 June 2022: 111.6%).

Contributions paid recognised in the Statement of Financial Performance	445,247	415,032

SOUTH AFRICAN LOCAL AUTHORITIES PENSION FUND

The fund is a DB plan, and its last statutory valuation at 1 July 2021 revealed a deficit of R2,08 million and a funding level of 85,5%, having deteriorated since its previous statutory valuation at 1 July 2018, which indicated a deficit of R601,2 million and a funding level of 96%. That was prior to the approval of a scheme of arrangement (SOA) between the fund and all participating employers. The SOA requires all participating employers to contribute an additional 2% per annum over the next five to six years to restore the fund to financial soundness. Due to its further deterioration as a result of poor investment returns over the valuation period, the fund is required under section 18 of the Pension Funds Act to submit an updated SOA to the Financial Sector Conduct Authority (FSCA) to outline how the funding position will be addressed and restored.

Contributions paid recognised in the Statement of Financial Performance	312,527	282,900

DEFINED CONTRIBUTION FUNDS

Council contributes to: the Government Employees Pension Fund; Municipal Council Pension Fund; National Fund for Municipal Workers (IMATU); and SAMWU National Provident Fund which are defined contribution funds. The retirement benefit fund is subject to the Pension Fund Act, 1956, with pension being calculated on the pensionable remuneration paid. Current contributions by Council are charged against expenditure on the basis of current service costs.

Contributions paid recognised in the Statement of Financial Performance

Cape Joint Retirement Fund	30,201,649	27,684,024
Municipal Councillors Pension Fund	140,993	195,206
Municipal Workers Retirement Fund:	115,890	155,234
SAMWU National Provident Fund	4,395,265	4,442,493
	34,853,797	**32,476,957**

The valuation results are dependent on the expected average retirement ages (EARAs) instead of the normal retirement age (NRAs).

Witzenberg's own recent employee-retirement history will be too small a sample to be solely relied on in setting these assumptions. Nevertheless, this recent experience seems to be in line with the EARAs used in the 2020 valuation.

If there is concern that the change in NRA for females will affect their EARA, then we recommend that the retirement-experience be monitored for several years after the change.

Consolidated Retirement Fund (Previously Cape Joint Retirement Fund:

The most recent statutory valuation performed as at 30 June 2023 revealed that the assets of the fund amounted to R42 710 035 000 (30 June 2022: R36 502 914 000), with funding levels of 120.1% and 100.2% (30 June 2022: 131.6% and 100.4%) for the Pensions Account and the Share Account respectively. The contribution rate paid by the members (7,50%/9%) and the municipalities (19,50%/18%) is sufficient to fund the benefits accruing from the fund in the future. The actuary certified that the structure of the assets is appropriate relative to the nature of the liabilities, given normal circumstances and that the Fund is in a sound financial condition as at the valuation date.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024 R	2023 R
20	**NET ASSET RESERVES**		
	Capital Replacement Reserve	11,166,357	12,539,508
	Total Net Asset Reserves	**11,166,357**	**12,539,508**
21	**PROPERTY RATES**		
	Actual		
	Rates Levied	112,194,626	107,295,940
	Business	19,963,699	28,595,800
	Rural	25,294,570	17,769,583
	Industrial Properties	11,521,095	11,481,496
	Residential Properties	35,901,266	33,021,595
	Public Service Purposes	16,820,067	14,265,001
	Vacant Land	2,240,512	2,162,465
	Public Service Infrastructure	453,417	-
	Less: Revenue Forgone	(10,877,976)	(9,030,029)
	Total Assessment Rates	**101,316,650**	**98,265,911**
	Valuations - 1 JULY		
	Land and Buildings		
	Residential Property	6,491,034,100	4,199,874,800
	Commercial Property	1,545,653,500	1,025,883,200
	Industrial Property	715,373,000	615,645,000
	Informal Property	42,216,400	36,977,000
	Agricultural Purposes	13,201,202,100	12,778,278,420
	State - National/ Provincial Services	1,020,100,200	836,766,800
	Public Service Infrastructure	27,481,000	10,040,500
	Vacant Property	64,173,000	157,014,100
	Total Valuation	**23,107,233,300**	**19,660,479,820**

Assessment Rates are levied on the value of land and improvements. The valuation is performed every 4-6 years. The last valuation came into effect on 1 July 2023. Interim valuations are processed on an annual basis to take into account changes in individual property values due to alterations and subdivisions and also to accommodate growth in the rate base due mostly to private development.

Rates:		
Residential	0.600c/R	1.054c/R
Commercial	1.650c/R	1.903c/R
Industrial	1.650c/R	1.903c/R
Bona Fide Agricultural	0.150c/R	0.151c/R

Rates are levied annually and monthly. Monthly rates are payable by the 15th of the following month and annual rates are payable before 30 September. Interest is levied at the prime rate plus 1% on outstanding monthly rates.

Rebates were granted on land with buildings used solely for dwellings purposes as follows:
Residential - The first R150 000 on the valuation is exempted.

Rebates can be defined as any income that the Municipality is entitled by law to levy, but which has subsequently been forgone by way of rebate or remission.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

22	TRANSFERS AND SUBSIDIES	2024 R	2023 R
	Unconditional Grants	**135,729,000**	**121,667,821**
	Equitable Share	135,729,000	121,667,821
	Conditional Grants	**44,263,041**	**72,734,677**
	Grants and donations	44,263,041	72,734,677
	Total Government Grants and Subsidies	**179,992,041**	**194,402,498**
	Government Grants and Subsidies - Capital	38,779,842	67,395,390
	Government Grants and Subsidies - Operating	141,212,199	127,007,108
		179,992,041	**194,402,498**

Please refer to appendix D for more detailed disclosure of Government Grants and Subsidies.

The Municipality does not expect any significant changes to the level of grants.

22.1 Equitable share

Grants received	135,729,000	121,667,821
Conditions met - Operating	(135,729,000)	(121,667,821)
Conditions still to be met/(Grant expenditure to be recovered)	**-**	**-**

The Equitable Share is the unconditional share of the revenue raised nationally and is being allocated in terms of Section 214 of the Constitution (Act 108 of 1996) to the municipality by the National Treasury.

22.2 Local Government Financial Management Grant (FMG)

Opening balance	45	-
Grants received	1,550,000	1,550,000
Conditions met - Operating	(1,550,045)	(1,549,955)
Conditions still to be met/(Grant expenditure to be recovered)	**-**	**45**

The Financial Management Grant is paid by National Treasury to municipalities to help implement the financial reforms required by the Municipal Finance Management Act (MFMA), 2003. The FMG Grant also pays for the cost of the Financial Management Internship Programme (e.g. salary costs of the Financial Management Interns).

22.3 Expanded Public Works Programme

Opening balance	(80,676)	-
Grants received	3,247,000	2,237,000
Conditions met - Operating	(3,364,452)	(2,317,676)
Conditions still to be met/(Grant expenditure to be recovered)	**(198,128)**	**(80,676)**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

	GOVERNMENT GRANTS AND SUBSIDIES CONTINUED	2024 R	2023 R
22.4	**Municipal Infrastructure Grant (MIG)**		
	Opening balance	1,111,284	1,273,038
	Grants received	24,309,000	25,091,000
	Conditions met - Operating	-	(954,000)
	Conditions met - Capital	(24,292,562)	(23,025,716)
	Write off / Transfers	(1,068,126)	(1,273,038)
	Conditions still to be met/(Grant expenditure to be recovered)	**59,596**	**1,111,284**
	The grant was used to upgrade infrastructure in previously disadvantaged areas.		
22.5	**Regional Bulk Infrastructure Grant (RBIG)**		
	Opening balance	1,600,377	(2,160,011)
	Grants received	-	19,239,000
	Conditions met - Capital	-	(15,478,612)
	Write off / Transfers	(1,051,722)	-
	Conditions still to be met/(Grant expenditure to be recovered)	**548,655**	**1,600,377**
	The grant was used to upgrade infrastructure in previously disadvantaged areas.		
22.6	**Housing Grants**		
	Opening balance	-	2,993,067
	Grants received	33,460,159	-
	Conditions met - Operating	(37,953,798)	-
	Write off / Transfers	-	(2,993,067)
	Conditions still to be met/(Grant expenditure to be recovered)	**(4,493,639)**	**-**
	Housing grants was utilised for the development of erven and the erection of top structures.		
22.7	**Integrated National Electrification Grant**		
	Opening balance	(777,641)	3,873,783
	Grants received	900,000	-
	Conditions met - Capital	-	(777,641)
	Write off / Transfers	-	(3,873,783)
	Conditions still to be met/(Grant expenditure to be recovered)	**122,359**	**(777,641)**
	The National Electrification Grant was used for electrical connections in previously disadvantaged areas.		
22.8	**Library services**		
	Conditions still to be met/(Grant expenditure to be recovered)	**-**	**-**
	The allocation received for the library services are no longer regarded as a Grant received, but is regarded as Sale of Goods and rendering of services, please refer to the correction of error notes.		
22.9	**Other Grants**		
	Opening balance	4,963,445	800,635
	Grants received	20,771,075	46,960,001
	Conditions met - Operating	(6,448,501)	(7,601,762)
	Conditions met - Capital	(15,028,718)	(34,549,389)
	Write off / Transfers	(4,239,093)	(646,038)
	Conditions still to be met/(Grant expenditure to be recovered)	**18,208**	**4,963,447**
	Various grants were received from other spheres of government of which the material ones are: RBIG R9.3 million and Essen R2.2 million, etc.		
22.10	**Total Grants**		
	Opening balance	6,816,834	6,780,512
	Grants received	219,966,234	216,744,822
	Conditions met - Operating	(185,045,796)	(134,091,214)
	Conditions met - Capital	(39,321,280)	(73,831,358)
	Write off / Transfers	(6,358,941)	(8,785,926)
	Conditions still to be met/(Grant expenditure to be recovered)	**(3,942,949)**	**6,816,836**
	Disclosed as follows:		
	Unspent Conditional Government Grants and Receipts	4,861,951	13,535,211
	Unspent Public Contributions	2,311,887	2,316,495
	Unpaid Conditional Government Grants and Receipts	(11,116,787)	(9,034,870)
		(3,942,949)	**6,816,836**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023
23	**SERVICE CHARGES**	**R**	**R**
	Electricity	378,800,500	315,186,370
	Water	48,726,580	48,092,820
	Refuse removal	42,658,528	38,680,258
	Sewerage and Sanitation Charges	84,582,439	57,691,958
		554,768,047	459,651,406
	Less: Revenue Forgone	(25,976,495)	(22,394,365)
	Total Service Charges	**528,791,552**	**437,257,041**

Revenue Forgone can be defined as any income that the Municipality is entitled by law to levy, but which has subsequently been forgone by way of rebate or remission.

24 **AGENCY SERVICES**

Agent for the Western Cape Department of Transport and Public Works

The municipality is collecting motor vehicle licence fees, motor registration and drivers licence fees on behalf of the Department of Transport and Public Works. Hence the municipality receives and commission on the collection of monies. The municipality act as an agent for the Department of Transport and Public Works, without any significant judgement to be applied. There were no changes in the terms and condition of the arrangement for the reporting year. The amounts as per note is inclusive of VAT - The amount retained as per the statement of financial performance is exclusive of VAT

Reconciliation of amounts payable to the WC Department of Transport and Public Works		
Opening Balance	411,713	343,176
Funds collected	31,461,835	30,733,537
Retained	(5,401,997)	(5,200,774)
Paid	(26,091,562)	(25,464,226)
Payable to principal	**379,988**	**411,713**

Agent for the National Department of Justice

The municipality act as agent for the National Department of Justice, where it collects contempt of court fines imposed for non-appearance in court iof traffic fine offenders. The amounts collected are trivial. The municipality does not derive any revenue from this function.

Reconciliation of amounts payable to the Department of Justice		
Opening Balance	77,701	78,601
Funds collected	195,000	190,500
Retained	-	-
Paid	(257,100)	(191,400)
Payable to principal	**15,601**	**77,701**

Principal arrangements: Financial Services

Agent for the Witzenberg Municipality: Ontec Systems (Pty) Ltd

The municipality has a service provider Ontec who acts as agent for the municipality with the sale of prepaid electricity and water. All payments are received directly by the municipality and the service provider invoices the municipality for commission payable. No penalties are payable if the contract with the agent is terminated.

Commission received by the agent	**1,441,714**	**-**

Agent for the Witzenberg Municipality: Syntell (Pty) Ltd
The municipality has a service provider Syntell who acts as agent for the municipality with the sale of prepaid electricity and water. All payments are received directly by the municipality and the service provider invoices the municipality for commission payable. No penalties are payable if the contract with the agent is terminated

Commission received by the agent	**386,400**	**2,517,962**

Agent for the Witzenberg Municipality: Easy Pay (Pty) Ltd
The municipality has a service provider EasyPay who acts as agent for the municipality with the 3rd party collection of debtor payments. All payments are paid directly to the municipality and the service provider invoices the municipality for commission payable.

Commission received by the agent	**224,724**	**245,076**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

Agent for the Witzenberg Municipality: South African Post Office Ltd (Pay a Bill)

The municipality has a service provider South African Post Office Ltd (Pay-a-bill) who acts as agent for the municipality with the 3rd party collection of debtor payments. All payments are paid directly to the municipality and the service provider invoices the municipality for commission payable.

Commission received by the agent	**1,840**	**5,114**

Agent for the Witzenberg Municipality: Pay AT Services (Pty) Ltd

The municipality has a service provider Pay-at who acts as agent for the municipality with the 3rd party collection of debtor payments. All payments are paid directly to the municipality and the service provider invoices the municipality for commission payable.

Commission received by the agent	**223,605**	**237,452**

25 OPERATIONAL REVENUE

Insurance Refund	1,045,097	2,823,204
Collection Charges	(713)	(1,958)
Breakages and Losses Recovered	4,334	3,831
Merchandising, Jobbing and Contracts	85,616	4,511,430
Other	1,442,588	1,291,782
Total Operational Revenue	**2,576,922**	**8,628,289**

26 SALES OF GOODS AND RENDERING OF SERVICES

Application Fees for Land Usage	100,139	157,410
Building Plan Approval	1,210,267	1,558,811
Camping Fees	2,732,095	2,733,295
Cemetery and Burial	142,264	178,086
Development Charges	469,143	484,559
Entrance Fees	562,533	485,053
Library Service	9,340,870	9,145,217
Other	395,610	239,261
Total Sales of Goods and Rendering of services	**14,952,921**	**14,981,692**

27 EMPLOYEE RELATED COSTS

Salaries and Wages	150,170,505	135,690,150
Bargaining Council Levy	75,462	71,863
Bonuses	11,442,751	10,539,073
Contributions For Pensions	22,385,217	20,732,849
Contributions For Medical Aids	9,834,039	8,938,750
Contributions For UIF	1,170,980	1,103,232
Group Life Insurance	4,737,984	4,715,982
Housing Benefits and Allowances	1,199,705	1,453,878
Leave Reserve	2,522,067	1,893,035
Long service awards	913,000	963,000
Overtime	17,339,446	16,955,701
Standby Allowance	5,927,235	7,046,126
Post Employment Health Care Benefits	1,981,000	2,107,000
Travel, Motor Car, Accommodation, Subsistence and Other Allowances	9,177,571	8,392,991
Total Employee Related Costs	**238,876,962**	**220,603,630**

KEY MANAGEMENT PERSONNEL

The Municipal Manager and Directors are appointed on fixed term contracts.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

27	EMPLOYEE RELATED COSTS CONTINUED	2024 R	2023 R
	REMUNERATION OF KEY MANAGEMENT PERSONNEL		
	Remuneration of the Municipal Manager		
	Annual Remuneration	1,315,913	1,291,947
	Performance Bonus	225,221	218,663
	Travelling Allowance	108,000	108,000
	Contributions to UIF, Medical, Pension Funds and Bargaining Council	258,503	274,435
	Travelling Expenses	-	4,804
	Other Allowance	91,200	92,041
	Total	**1,998,837**	**1,989,889**
	Remuneration of the Director Technical Services		
	Annual Remuneration	827,560	862,382
	Performance Bonus	184,109	178,747
	Travelling Allowance	549,117	510,814
	Contributions to UIF, Medical, Pension Funds and Bargaining Council	2,395	3,093
	Travelling Expenses	43,429	42,062
	Other Allowance	91,200	91,200
	Total	**1,697,810**	**1,688,298**
	Remuneration of the Director Corporate Services		
	Annual Remuneration	1,186,207	1,182,728
	Performance Bonus	184,109	178,747
	Travelling Allowance	192,000	192,000
	Contributions to UIF, Medical, Pension Funds and Bargaining Council	2,395	3,093
	Travelling Expenses	8,346	10,666
	Leave encashment	178,849	-
	Other Allowance	135,543	142,019
	Total	**1,887,450**	**1,709,253**
	Remuneration of the Director Financial Services		
	Annual Remuneration	752,310	787,934
	Performance Bonus	184,109	178,747
	Travelling Allowance	466,534	180,000
	Housing Allowance	33,239	281,470
	Contributions to UIF, Medical, Pension Funds and Bargaining Council	126,989	125,468
	Travelling Expenses	36,785	27,438
	Other Allowance	91,200	
	Total	**1,691,166**	**1,581,057**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

28 REMUNERATION OF COUNCILLORS

	2024 R	2023 R
Executive Mayor		
Annual Remuneration	862,993	716,805
Pension fund contributions	39,303	129,025
Medical aid contributions	18,824	60,084
Travel, Motor Car, Accommodation, Subsistence and Other Allowances	58,396	89,965
Total	**979,517**	**995,879**
Deputy Mayor		
Annual Remuneration	560,895	557,284
Pension fund contributions	100,961	94,863
Medical aid contributions	10,416	-
Travel, Motor Car, Accommodation, Subsistence and Other Allowances	78,463	46,415
Total	**750,735**	**698,563**
Speaker		
Annual Remuneration	638,121	614,445
Pension fund contributions	109,881	109,399
Medical aid contributions	6,893	19,357
Travel, Motor Car, Accommodation, Subsistence and Other Allowances	59,108	54,152
Total	**814,003**	**797,353**
Mayoral Committee Members (4)		
Annual Remuneration	2,275,509	2,305,139
Pension fund contributions	378,896	334,514
Medical aid contributions	2,892	-
Travel, Motor Car, Accommodation, Subsistence and Other Allowances	313,921	389,245
Total	**2,971,218**	**3,028,897**
Section 79 Committee Chairman		
Annual Remuneration	384,398	319,869
Pension fund contributions	62,753	57,576
Travel, Motor Car, Accommodation, Subsistence and Other Allowances	49,587	51,949
Total	**496,738**	**429,394**
Ordinary Councillors (15)		
Annual Remuneration	4,285,515	3,805,732
Pension fund contributions	646,769	659,035
Medical aid contributions	14,648	7,934
Travel, Motor Car, Accommodation, Subsistence and Other Allowances	716,793	644,610
Total	**5,663,725**	**5,117,310**
Total Councillors' Remuneration	**11,675,937**	**11,067,396**

In-kind Benefits

The Executive Mayor, Speaker and all the Mayoral committee members are full-time. The Executive Mayor, Speaker and all the Mayoral committee members are provided with secretarial support and an office at the cost of the Council.

Each councillor received a regulation 11 (cell phone allowance) and 12 (mobile data bundles) benefit. However the regulation 12 benefits is utilised for the contract procured by the municipality for data and regulation 11 is paid to the councillor to obtain their own contract.

Where applicable, councillor who qualify also received an regulation 10 (Out of pocket expenses) payment.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023
29	**PROVISION FOR IMPAIRMENT**	**R**	**R**
	Receivables from exchange transactions: Contributions - Note 3	97,217,740	56,120,710
	Receivables from exchange transactions: Reversals - Note 3	(173,349,439)	(1,151,627)
	Receivables from non-exchange transactions: Contributions - Note 4	12,457,793	8,762,143
	Receivables from non-exchange transactions: Reversals - Note 4	(8,681,065)	(8,734,650)
	Total Contribution to Debt Impairment	**(72,354,970)**	**54,996,576**
30	**DEPRECIATION AND AMORTISATION**		
	Property Plant and Equipment	33,409,433	32,333,241
	Investment Property	408,718	276,359
	Intangible Assets	12,349	75,967
	Capitalised restoration cost	302,330	877,520
	Total Depreciation and Amortisation	**34,132,830**	**33,563,087**
31	**FINANCE CHARGES**		
	Borrowing	-	78,556
	Finance leases	132,222	55,771
	Ex-Gratia Pension	2,490	2,800
	Post Employment Health Care Benefits	7,283,000	7,136,000
	Long service awards	1,243,000	1,262,000
	Non-current Provision	5,166,330	9,775,470
	Total finance charges	**13,827,042**	**18,310,597**
32	**BULK PURCHASES**		
	Electricity	324,085,574	279,960,011
	Total Bulk Purchases	**324,085,574**	**279,960,011**
33	**CONTRACTED SERVICES**		
	Construction Cost	33,460,159	-
	Tracing agents and debt collection	25,608	15,510
	Legal Cost	958,028	279,016
	Electrical	4,614,757	2,295,569
	Maintenance: Building and Facilities	574,596	646,604
	Traffic Fines Management	67,249	123,667
	Maintenance of Unspecified Assets	3,564,368	3,154,037
	Business and Advisory	2,332,011	4,387,866
	Security Services	23,674,140	14,399,039
	Infrastructure and Planning	15,467,854	21,761,514
	Other	4,405,849	3,651,242
		89,144,619	**50,714,064**

The construction cost is the building of RDP houses funded by Province

34	**TRANSFERS AND SUBSIDIES: OPERATIONAL EXPENDITURE**		
	Sport	112,707	10,000
	Public Schools	269,003	91,500
	Bursaries (Non-Employee)	671,454	460,675
	Bursaries (Employee)	50,765	-
	Witzenberg Security Forum	726,737	745,723
	Tourism	1,097,700	900,000
	Total Transfers and Subsidies: Operational Expenditure	**2,928,366**	**2,207,898**

The transfer to Eskom is for upgrading of the electricity network feeding the Ceres area to increase the available electricity.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024 R	2023 R
35	**OPERATIONAL COST**		
	Advertising, Publicity and Marketing	772,797	1,099,134
	Bank Charges, Facility and Card Fees	413,813	771,696
	Commission	2,136,024	2,613,571
	Communication	3,126,915	3,269,507
	External Audit Fees	3,754,262	3,775,793
	External Computer Service	3,716,100	3,751,681
	Hire Charges	4,969,829	4,241,660
	Insurance Underwriting	1,831,181	3,177,631
	Learnerships and Internships	768,373	814,506
	Levies Paid - Water Resource Management Charges	1,862,537	405,491
	Licences	620,491	397,508
	Printing, Publications and Books	343,857	345,045
	Professional Bodies, Membership and Subscription	2,714,140	2,020,626
	Remuneration to Ward Committee	1,373,000	1,385,000
	Signage	1,109,022	646,560
	Workmen's Compensation Fund	2,101,537	2,070,566
	Transport Provided as Part of Departmental Activities	55,759	39,343
	Travel and Subsistence	897,087	1,000,084
	Uniform and Protective Clothing	1,373,993	1,443,365
	Wet Fuel	10,246,671	10,629,617
	Other	511,978	487,915
	Total Operational cost	**44,699,366**	**44,386,299**
36	**(IMPAIRMENT LOSS) / REVERSAL OF IMPAIRMENT**		
	Investment Property	-	472,291
	Property Plant & Equipment	110,098	694,977
	Total Impairments	**110,098**	**1,167,268**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

37	CORRECTION OF ERROR IN TERMS OF GRAP 3	2023 R
37.01	**Inventory**	
	Balance previously reported	**11,534,198**
	Correction of major spare parts Note 37.03	559,052
	Inventory incorrectly recognised as Work in Progress	4,736,275
	Balance now reported	**16,829,525**
37.02	**Statutory Receivables: VAT**	
	Balance previously reported	**11,338,540**
	Correction VAT on Library services 2021/2022	(6,173,609)
	Correction VAT on Library services 2022/2023	(321,783)
	Correction of VAT claimed on Traffic Services	(36,736)
	Reconciliation of input VAT	(10,274,378)
	Balance now reported	**(5,467,965)**
37.03	**Property, Plant and Equipment**	
	Balance previously reported	**1,031,639,722**
	Correction of major spare parts Note 37.01	(559,052)
	Reclassification of Asset Categories to align to Asset Register_Infrastracture Cost-Transferred	82,348
	Reclassification of Asset Categories to align to Asset Register_Community Assets Cost- Transferred	(414)
	Reclassification of Asset Categories to align to Asset Register_Other Assets Cost- Transferred	(67,363)
	Reclassification of Asset Categories to align to Asset Register_Infrastracture Acc Dep-Transferred	260,734
	Reclassification of Asset Categories to align to Asset Register_Community Assets Acc Dep- Transferred	(147,836)
	Reclassification of Asset Categories to align to Asset Register_Other Assets Acc Dep- Transferred	(185,507)
	Reclassification of Asset Categories to align to Asset Register_Other Assets Acc Imp- Transferred	58,038
	2021-22_Incorrect Reversal of Depreciation Asset Disposed_Infrastracture Acc Dep	(190,713)
	2021-22_Incorrect Reversal of Depreciation Asset Disposed_Other Assets Acc Dep	(105,635)
	Incorrect Disposal of Other assets	(29,003)
	Incorrect Depreciation Charge_Other Assets	548
	Depreciation _ Review Of Remaining Useful ives 2022-2023 _Other Assets	(621,178)
	Depreciation _ Review Of Remaining Useful ives 2022-2023_Infrastructure	(158,970)
	Adjustment to Accumulated Depreciation as a result of Review_Other Assets	3,105,417
	Adjustment to Accumulated Depreciation as a result of Review_Infrastructure	794,769
	Deemed disposals of historic transfers done (Land)	(2,268,841)
	Deemed disposals of historic transfers done (Buildings)	(2,887,170)
	Recognition of Land & Buildings not previously recognised (Land)	4,713,055
	Recognition of Land & Buildings not previously recognised (Buildings)	5,379,945
	Recognition of Land & Buildings not previously recognised (Community Assets)	8,516,000
	Recalculation of Asset and Provision for rehabilitation of landfill sites before 30 June 2022	363,574
	Recalculation of Asset and Provision for rehabilitation of landfill sites 2022/2023 financial year	11,855,098
	Inventory incorrectly recognised as PPE	(4,736,275)
	Balance now reported	**1,054,811,290**
37.04	**Work in Progress included in the Carrying Value of Property Plant & Equipment**	
	Balance previously reported	**70,804,769**
	Inventory incorrectly recognised as Work in Progress	(4,736,275)
	Recognition of Major Spare parts	(1,720,800)
	Balance now reported	**64,347,694**
37.05	**Intangible Assets**	
	Balance previously reported	**2,111,695**
	2021-22_Incorrect Reversal of Depreciation Asset Disposed_Intangibles Acc Amortisation	(765,107)
	Depreciation _ Review Of Remaining Useful lives 2022-2023_Intangibles	(2,245)
	Adjustment to Accumulated Depreciation as a result of Review_Intangibles	11,226
	Balance now reported	**1,355,569**
37.06	**Investment Property**	
	Balance previously reported	**42,093,437**
	Deemed disposals of historic transfers done (Investment Property)	(392,000)
	Recognition of Land & Buildings not previously recognised (Investment Property)	627,000
	Balance now reported	**42,328,437**
37.07	**Current Provisions**	
	Balance previously reported	**-**
	Reclassification from non-current Provision	3,446,295
	Balance now reported	**3,446,295**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

	CORRECTION OF ERROR IN TERMS OF GRAP 3 CONTINUED	2023 R
37.08	**Non-Current Provisions**	
	Balance previously reported	**48,748,187**
	Recalculation of Asset and Provision for rehabilitation of landfill sites before 30 June 2022	24,413
	Recalculation of Asset and Provision for rehabilitation of landfill sites 2022/2023 financial year	642,926
	Reclassification to current Provision	(3,446,295)
	Balance now reported	**45,969,231**
37.09	**Unspent Conditional Government Grants and Receipts**	
	Balance previously reported	
	Correction of Error - Revenue Recognition on Grants	**13,819,180**
	Correction of error: VAT on Transfers recognised - Note 37.11	(283,969)
	Balance now reported	**13,535,211**
37.10	**Accumulated Surplus as at 30 June 2022**	
	Balance previously reported	**1,026,431,060**
	Adjustment to Accumulated Depreciation as a result of Review_Other Assets	3,105,417
	Adjustment to Accumulated Depreciation as a result of Review_Infrastructure	794,769
	Adjustment to Accumulated Depreciation as a result of Review_Intangibles	11,226
	Deemed disposals of historic transfers done (Investment Property)	(392,000)
	Deemed disposals of historic transfers done (Land)	(2,268,841)
	Recognition of Land & Buildings not previously recognised (Land)	4,713,055
	Recognition of Land & Buildings not previously recognised (Buildings)	5,379,945
	Recognition of Land & Buildings not previously recognised (Community Assets)	8,516,000
	Recognition of Land & Buildings not previously recognised (Investment Property)	627,000
	Deemed disposals of historic transfers done (Buildings)	(2,887,170)
	2021-22_Incorrect Reversal of Depreciation Asset Disposed_Infrastracture Acc Dep	(190,713)
	2021-22_Incorrect Reversal of Depreciation Asset Disposed_Intangibles Acc Amortisation	(765,107)
	2021-22_Incorrect Reversal of Depreciation Asset Disposed_Other Assets Acc Dep	(105,635)
	Incorrect Disposal of Other assets	(29,003)
	Incorrect Depreciation Charge_Other Assets	548
	Recalculation of Asset and Provision for rehabilitation of landfill sites	(8,498,784)
	Recalculation of Depreciation on Asset for rehabilitation of landfill sites	8,837,945
	Correction VAT on Library services 2021/2022	(6,173,609)
	Reconciliation of input VAT	(10,274,378)
	Balance now reported	**1,026,831,724**
37.11	**Accumulated Surplus as at 30 June 2023**	
	Balance previously reported	**1,144,668,399**
	Corrections for previous financial years, listed in Note 37.1	400,664
	Correction of Error - Revenue Recognition on Grants	283,969
	Depreciation & Amortization	(782,393)
	Recalculation of Asset and Provision for rehabilitation of landfill sites 2022/2023 financial year	11,212,172
	Correction VAT on Library services 2022/2023	(445,722)
	Correction of VAT claimed on Traffic Services	(36,736)
	Balance now reported	**1,155,300,354**
37.12	**Repairs and Maintenance: Investment Property**	
	Balance previously reported	**664,169**
	Recalculation of Repairs and Maintenance	(462,304)
	Balance now reported	**201,865**
37.13	**CASH FLOW STATEMENT: Receipts from Property Rates and other Taxes**	
	Balance previously reported	**100,948,577**
	Correction of error: VAT on Transfers recognised	120,952
	Balance now reported	**101,069,529**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

	CORRECTION OF ERROR IN TERMS OF GRAP 3 CONTINUED	2023 R
37.14	**CASH FLOW STATEMENT: Receipts from sales of goods and services**	
	Balance previously reported	**416,447,675**
	Amount previously recognised as grant revenue, allocation received for library services	9,913,241
	Balance now reported	**426,360,916**
37.15	**CASH FLOW STATEMENT: Receipts from Government Grants**	
	Balance previously reported	**208,496,387**
	Correction of error: VAT on Transfers recognised	(120,952)
	Reversal of recognition of Grant Revenue Library services	(10,517,001)
	Balance now reported	**197,858,434**
37.16	**CASH FLOW STATEMENT: Payments to suppliers**	
	Balance previously reported	**(368,893,451)**
	Correction of major spare parts Note 37.01	559,052
	Incorrect allocation of expenditure	(137,805)
	Balance now reported	**(368,472,204)**
37.17	**CASH FLOW STATEMENT: Purchase of Property, Plant and Equipment**	
	Balance previously reported	**(85,185,097)**
	Adjustment of mayor spare parts	559,052
	Correction of prior year error	(318,324)
	Balance now reported	**(84,944,369)**
37.18	**CASH FLOW STATEMENT: Proceeds on Disposal, Property, Plant and Equipment**	
	Balance previously reported	**8,549,738**
	Reclassification of Asset Categories to align to Asset Register_Other Assets Acc Imp- Transferred	(58,038)
	Balance now reported	**8,491,700**
37.19	**UNAUTHORISED EXPENDITURE**	
	Balance previously reported	**8,933,855**
	Recalculation of Depreciation on Asset for rehabilitation of landfill sites	(8,933,855)
	Balance now reported	**-**
37.20	**COMMITMENTS**	
	Balance previously reported	**39,936,623**
	Operational project incorrectly classified as capital	(680,012)
	Balance now reported	**39,256,611**
37.21	**CONTINGENT LIABILITY**	
	Balance previously reported	**12,437,198**
	VAT on allocation received for library services now disclosed as a payable	(6,495,391)
	Possible Penalties and interest on VAT on Library Grant	1,208,809
	Claims resolved in prior year removed from list	(1,286,779)
	Balance now reported	**5,863,837**
37.22	**VAT - [MFMA 125 (1)(c)]**	
	Balance previously reported	**7,406,142**
	Correction of VAT paid and outstanding amount	(9,075,771)
	Balance now reported	**(1,669,629)**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

CORRECTION OF ERROR IN TERMS OF GRAP 3 CONTINUED

	2023 R	2023 R

37.23 Regulation 45 - Details of awards made to close family members of persons in service of State

	Amount previously reported	Amount now reported
Williams Loodgieters	83,759	13,400
Witzenberg Concrete	5,969	-
SEW Plumbing	50,927	400,543
AJ Rankin Basson Sport BK	6,129	-
Vox Elektries	57,277	28,157
Neil Lyners and Associates (RF) (Pty) Ltd	1,783,651	1,474,000
WAB Print Media (Pty) Ltd	2,036	-
Motheo Construction	1,039,975	-
Amandla Construction	25,625,321	-
DAV General Dealer (Pty) Ltd	97,520	91,640
Zelp 707 (Pty) Ltd t/a Boland Isuzu	150,389	138,346
Poolux Beekeping	14,070	3,750
Ikapa Reticulation and Flow	19,887	2,760,837
Zutari (PTY) Ltd	-	10,583,262
Catherina Swartz	-	28,600
Actom	-	79,355

Amounts previously reported were the actual expenditure incurred during the financial year. Amounts now reported are the actual amount of the award made during the financial year.

In relation to the awards listed above, no changes were noted with regards to:

Member of company who has relationship with person in the service of the state
Relationship to person in the service of the state
Name of person in the service of the state
Employer and capacity of person in service of the state

38 CHANGE IN ACCOUNTING ESTMATE

Change in Useful lives

The municipality has reassessed the useful lives of Property plant and equipment and Intagible Asset which resulted in changes in depreciation and amortisation charges. The effect of the change in accounting estimate has resulted in the following movements for the current and future periods on the affected capital assets:

Movement in depreciation and amortisation	2024 R	2025 R	2026 R	2027 R
Before change in estimate	-	-	-	-
After change in estimate	728,853	728,853	728,853	728,853
Net effect	728,853	728,853	728,853	728,853

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023
39	**RECONCILIATION BETWEEN NET SURPLUS FOR THE YEAR AND CASH GENERATED BY OPERATIONS**	**R**	**R**
	Surplus/(Deficit) for the year	94,721,103	128,468,626
	Adjustments for:		
	Depreciation	34,120,480	33,487,120
	Amortisation of Intangible Assets	12,349	75,967
	Gain / (loss) on disposal of assets	946,676	838,215
	Gain / (loss) on Adjustment of Provision	(1,986,710)	(36,906,815)
	Debt Impairment	(72,354,971)	54,996,576
	Stock Adjustments	3,802	-
	Contribution from/to provisions	5,166,330	9,775,470
	Contribution from/to employee benefits	(74,156)	619,562
	Interest cost - Employee Benefits	8,528,490	8,400,800
	Gain / (loss) on Actuarial Valuations	(2,803,986)	(9,895,056)
	(Impairment loss) / Reversal of impairment loss	110,098	1,167,269
	Finance lease: deemed loan expenditure	(705,936)	(491,891)
	Bad Debts Written Off	159,168,262	9,945,876
	Operating Surplus/(Deficit) before changes in working capital	224,851,831	200,481,719
	Changes in working capital	(189,070,602)	(29,976,439)
	Increase/(Decrease) in Trade and Other Payables	(22,818,843)	39,041,323
	Increase/(Decrease) in Unspent Conditional Government Grants and Receipts	(8,673,260)	(875,582)
	Increase/(Decrease) in Unspent Public Contributions	(4,608)	(869,718)
	Increase/(Decrease) in Taxes	(23,676,542)	17,777,062
	(Increase)/Decrease in Inventory	(14,259,030)	(11,653,199)
	(Increase)/Decrease in Trade and other receivables	(117,556,402)	(75,177,949)
	(Increase)/Decrease in Unpaid Conditional Government Grants and Receipts	(2,081,917)	1,781,624
	Cash generated/(absorbed) by operations	**35,781,229**	**170,505,280**
40	**RECONCILIATION OF AVAILABLE CASH AND INVESTMENT RESOURCES**		
	Cash and Cash Equivalents - Note 2	187,244,734	226,801,723
	Less:	9,428,236	13,535,211
	Unspent Committed Conditional Grants - Note 6	4,861,951	13,535,211
	VAT - Note 7	4,566,285	-
	Resources available for working capital requirements	**177,816,498**	**213,266,512**
	Allocated to:		
	Capital Replacement Reserve	11,166,357	12,539,508
	Employee Benefits Reserve	103,685,249	98,034,902
	Non-Current Provisions Reserve	52,330,759	45,969,231
	Shortfall in working capital requirements	**10,634,133**	**56,722,871**
41	**UTILISATION OF LONG-TERM LIABILITIES RECONCILIATION**		
	Long-term Liabilities - Note 17	1,281,622	527,449
	Used to finance property, plant and equipment - at cost	(1,281,622)	(527,449)
		-	-

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

42 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE DISALLOWED

	2024 R	2023 R
42.1 Irregular expenditure		
Reconciliation of irregular expenditure:		
Opening balance	5,437,362	-
Irregular expenditure current year	5,891,802	5,437,362
Irregular expenditure awaiting further action	**11,329,164**	**5,437,362**

Incident	Disciplinary steps/criminal proceedings
Procurement less than R 30 000,00 (quotations) was audited by the AGSA and classified as irregular expenditure during the 2022-23 audit process, as no preference points calculations have been performed. The municipality is not in agreement with the view of the AGSA and National Treasury with their interpretation and proposed implementation of the Preferential Procurement Regulations of 2022.	The matter will be dealt with in terms of applicable laws and regulations.

42.2 Unauthorised expenditure		
Reconciliation of unauthorised expenditure:		
Opening balance	-	8,933,855
Correction of error - Recalculation of depreciation on asset for rehabilitation of landfill sites	-	(8,933,855)
Unauthorised expenditure awaiting authorisation	**-**	**-**

Unauthorised expenditure on operating votes are due to:

2021/2022: The depreciation expense of the deemed asset - Rehabilitation of landfill sites is more than budgeted due to increased cost of rehabilitation, higher inflation rates and higher interest rates.

The value of the asset, provision and depreciation was recalculated during the year, the recalculated expenditure for the vote is within the budget provision.The correction is in terms of the accounting standards.

The unauthorised expenditure has already been reported to council but no resolution has been taken to date.

The 2023 - 2024 annual financial statements including updated calculations to be submitted to MPAC and Council

43 MATERIAL LOSSES

43.1 Water distribution losses		
- Kilolitres purified	6,781,956	6,533,253
- Kilolitres sold	6,037,407	5,967,791
- Kilolitres lost during distribution	744,549	565,462
- Percentage lost during distribution	10.98%	8.66%
- Value of kilolitres lost during distribution	318,429	236,647
- The value of kilolitres lost is based on the treatment cost of water.		

The estimated consumption for public open spaces and informal houses are calculated on a conservative bases using baseline consumption estimations provided by the Department of Water Affairs.

43.2 Electricity distribution losses		
- Units purchased (Kwh)	163,626,748	178,330,154
- Units sold (Kwh)	146,752,984	159,920,014
- Units lost during distribution (Kwh)	16,873,764	18,410,140
- Percentage lost during distribution	10.3%	10.3%
- Value of units lost during distribution (Rand)	33,420,841	28,902,027

The electricity losses are in line with the guideline of the National Energy Regulator of South Africa of 10%

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

44 ADDITIONAL DISCLOSURES IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT

44.1 Contributions to organised local government - [MFMA 125 (1)(b)] - SALGA CONTRIBUTIONS

Opening balance		
Council subscriptions	2,655,622	1,974,468
Amount paid - previous years	(2,655,622)	(1,974,468)
Balance unpaid (included in Payables from exchange transactions)	**-**	**-**

44.2 Audit fees - [MFMA 125 (1)(c)]

Opening balance	-	-
Current year audit fee	3,831,745	3,811,968
External Audit - Auditor-General	3,754,262	3,775,793
Audit Committee	77,483	36,175
Amount paid - current year	3,831,745	3,811,968
Balance unpaid (included in Payables from exchange transactions)	**-**	**-**

44.3 VAT - [MFMA 125 (1)(c)]

Opening balance	(1,669,629)	72,029
Amounts received - Output VAT - current year	(68,848,541)	(60,371,159)
Amounts claimed - Input VAT - current year	66,059,816	60,041,642
Amount paid - current year	(2,993,759)	(1,340,112)
Amount - previous year	1,669,629	(72,029)
Closing balance	**(5,782,484)**	**(1,669,629)**

VAT is payable/receivable on the cash basis. VAT is only paid over to SARS once cash is received from debtors and only claimed from SARS once payment is made to creditors.

44.4 PAYE, SDL and UIF - [MFMA 125 (1)(c)]

Opening balance	-	-
Current year payroll deductions and Council Contributions	37,281,944	33,634,211
Amount paid - current year	(37,281,944)	(33,634,211)
Balance unpaid (included in Payables from exchange transactions)	**-**	**-**

44.5 Pension and Medical Aid Deductions - [MFMA 125 (1)(c)]

Opening balance	-	-
Current year payroll deductions and Council Contributions	53,492,854	49,228,165
Amount paid - current year	(53,492,854)	(49,228,165)
Balance unpaid (included in Payables from exchange transactions)	**-**	**-**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024 R	2023 R
44.6	**Councillor's arrear consumer accounts - [MFMA 124 (1)(b)]**		
	During the financial year the following Councillors were outstanding for more than 90 days at any instance		
	LA Hardneck	247	3,187
	GJ Franse	35,402	23,121
	FE Klazen (Term ended 15/05/2023)		17,218
	K Robyn	75,927	118,210
	B C Klaasen (Term ended 30/06/2023)		15,379
	Total Councillor Arrear Consumer Accounts	**111,576**	**177,115**
	BC Klaasen has lodged a dispute in terms of the municipal account		
	Councillors outstanding for more than 90 days as at 30 June 2024:		
	LA Hardneck	247	
	GJ Franse	35,402	23,121
	K Robyn	53,927	118,210
	Total Councillor Arrear Consumer Accounts at year end	**89,576**	**23,121**

44.7 Disclosure in terms of the Municipal Supply Chain Management Regulations - Promulgated by Government Gazette 27636 dated 30 May 2005

Regulation 36 (2) - Details of deviations approved by the Accounting Officer in terms of Regulation 36 (1) (a)

2023/2024			Type of deviation		
	Amount	**Single Supplier**	**Impossible**	**Impractical**	**Emergency**
July	893,259	4	0	9	6
August	1,578,305	9	0	5	1
September	2,515,800	5	0	4	5
October	1,033,897	5	0	3	2
November	169,132	4	0	1	4
December	106,541	1	0	3	0
January	70,955	4	0	0	0
February	1,479,837	10	0	3	0
March	528,817	8	0	3	0
April	561,892	4	0	2	2
May	770,655	4	0	4	0
June	102,022	4	0	0	0
	9,811,113	62	0	37	20

2022/2023					
	Amount	**Single Supplier**	**Impossible**	**Impractical**	**Emergency**
July	410,506	3	0	2	1
August	2,151,491	12	0	3	5
September	171,256	8	0	1	3
October	354,319	5	0	1	3
November	1,509,585	3	0	0	1
December	2,129,012	9	0	3	0
January	151,632	8	0	3	0
February	1,457,458	6	0	4	1
March	2,537,740	10	0	3	2
April	529,948	4	0	3	0
May	101,289	6	0	2	1
June	574,197	3	0	5	4
	12,078,433	77	0	30	21

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

2024
R

44.8 ***Regulation 45 - Details of awards made to close family members of persons in service of State***

Name of supplier	Member of company who has relationship with person in the service of the state	Relationship to person in the service of the state	Name of person in the service of the state	Employer and capacity of person in service of the state	Value of award
Williams Loodgieters	SR Williams	Spouse	R Williams	Dept. of Health: Nurse	11,617
Siphakame Skills Development	N Vacu	Spouse	MR Vacu	Drakenstein Municipality	28,900
AJ Rankin Basson Sport BK	J Wessels	Spouse	MJL Wessels	Witzenberg Municipality Social Worker	10,624
RJC Conservation Servises	R Prins	Son	Prins	Chief Professional Nurse: Wolseley Clinic Dep of Health	366,000
JC Fencing	JJ Abrahamse	Father	K Abrahamse	Witzenberg Municipality: Traffic Officer	14,600
Conlog (PTY) Ltd	L Moodley	Spouse	N Moodley	Department of Health	10,000,000
Neil Lyners and Associates (RF) (Pty) Ltd	N Lyners	Sibling	H Lyners	WCGTPW: Chief Engineer	200,570
WRP Consulting Engineers (PTY) Ltd	Pieter van Rooyen	Spouse	Zelmarie van Rooyen	Department of Public Works: Chief Town Planner	5,520
	Takalani Mamphitha	Spouse	Katlego Mamphitha	SABC: Systems Administrator	
Piston Power Chemicals (Pty) Ltd	Ujush Andhee	Spouse	Nadira Andhee	Educator: Department of Education KZN	184,474
Amandla Construction	W Frazenburg	Brother in Law	J Jacobs	National Government Employment & Labour	5,483,667
		Sister	U Frazenburg	National Government Deeds Office Kimberley	
		Brother	E Frazenburg	WC Government Education Eerste Rivier HS	
		Sister	J Frazenburg	WC Government Education Kleinvlei HS	
		Brother	B Frazenburg	City of Cape Town: Traffic Dept	
Actom	D Lubbe	Spouse	T Lubbe	WCED Teacher, Gauteng Education Department	146,627
Zutari (PTY) Ltd	RJ Ahlschlager	Spouse	RJ Ahlschlager	Special Investigating unit	5,758,219
DAV General Dealer (Pty) Ltd	D Lategan	Father	A Lategan	Witzenberg Municipality: Clerk	136,737
Leibrandt Training Academy	Nina Benjamin	Spouse	Heinrich Benjamin	SAPS Colonel	6,279
Zelp 707 (Pty) Ltd t/a Boland Isuzu	M Adams	Son	K Adams	Witzenberg Municipality: Member of Council	163,371
Adapt IT (Pty) Ltd	N Mbambo	Spouse	DMS Mbambo	SANRAL: Operations and Maintenance Manager	1,300,000
JVZ Construction	M Matthee	Spouse	R Matthee	Correctional Services	23,073,146

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

Regulation 45 - Details of awards made to close family members of persons in service of State - continued

Name of supplier	Member of company who has relationship with person in the service of the state	Relationship to person in the service of the state	Name of person in the service of the state	Employer and capacity of person in service of the state	2023 R Value of award
Williams Loodgieters	SR Williams	Spouse	R Williams	Dept. of Health: Nurse	13,400
Witzenberg Concrete	Derick Ontong	Spouse	Crystal Ontong	Ceres Sekonder, Teacher (WCED)	0
SEW Plumbing	SE Williams	Spouse	L Williams	Dept. of Health: Admin Officer	400,543
		Son	R Williams	Dept. of Health: Nurse	
AJ Rankin Basson Sport BK	J Wessels	Spouse	MJL Wessels	Witzenberg Municipality Social Worker	0
Vox Elektries	F Blom	Spouse	M Blom	SAPS: Officer	28,157
RJC Conservation Servises	R Prins	Son	Prins	Chief Professional Nurse: Wolseley Clinic Dep of Health	91,950
JC Fencing	JJ Abrahamse	Father	K Abrahamse	Witzenberg Municipality: Traffic Officer	19,700
Neil Lyners and Associates (RF) (Pty) Ltd	N Lyners	Sibling	H Lyners	WCGTPW: Chief Engineer	1,474,000
WRP Consulting Engineers (PTY) Ltd	Pieter van Rooyen	Spouse	Zelmarie van Rooyen	Department of Public Works: Chief Town Planner	4,140
	Takalani Mamphitha	Spouse	Katlego Mamphitha	SABC: Systems Administrator	
WAB Print Media (Pty) Ltd	Wayne Brink	Spouse	Adelene Brink	Drakenstein Municipality	0
Piston Power Chemicals (Pty) Ltd	Ujush Andhee	Spouse	Nadira Andhee	Educator: Department of Education KZN	176,319
RJ Designs	R Jacobs		C Africa	Saldanha Bay Municipality Assistant Librarian	10,550
Amandla Construction	W Frazenburg	Brother in Law	J Jacobs	National Government Employment & Labour	0
		Sister	U Frazenburg	National Government Deeds Office Kimberley	
		Brother	E Frazenburg	WC Government Education Eerste Rivier HS	
		Sister	J Frazenburg	WC Government Education Kleinvlei HS	
		Brother	B Frazenburg	City of Cape Town: Traffic Department	
JPCE (Pty) Ltd	J Minnie	Spouse	J Minnie	City of Cape Town: Head Disaster Management	164,795
DAV General Dealer (Pty) Ltd	D Lategan	Father	A Lategan	Financial Intern: Witzenberg Municipality	91,640
Leibrandt Training	Nina Benjamin	Spouse	Heinrich Benjamin	SAPS Colonel	10,638
Zelp 707 (Pty) Ltd t/a Boland Isuzu	M Adams	Son	K Adams	Witzenberg Municipality: Member of Council	138,346
Ian Dickie & Co	M Samuels	Spouse	D Samuels	SAPS: Warrant Officer Supply Chain	247,945
Poolux Beekeping	S Poole	Son	E Poole	Western Cape Department of Education: Teacher	3,750
Ikapa Reticulation and Flow	R Davids	Daughter	CS Davids	Teacher: Department of Education	2,760,837
Zutari (PTY) Ltd	RJ Ahlschlager	Spouse	RJ Ahlschlager	Special Investigating unit	10,583,262
Catherina Swartz	C Swartz	Spouse	D Swartz	Councillor: Witzenberg Municipality	28,600
Actom	D Lubbe	Spouse	T Lubbe	WCED Teacher, Gauteng Education Department	79,355

45 COMMITMENTS

Commitments in respect of expenditure:	2024 R	2023 (Restated) R
Approved and contracted for	33,613,270	39,256,611
Infrastructure	32,380,667	36,989,260
Community	815,103	2,267,351
Other Capital	417,500	-
Total	**33,613,270**	**39,256,611**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023
46	**FINANCIAL RISK MANAGEMENT**	R	R

The activities of the municipality expose it to a variety of financial risks, including market risk (comprising fair value interest rate risk, cash flow interest rate risk and price risk), credit risk and liquidity risk. The municipality's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the municipality's financial performance.

(a) Foreign Exchange Currency Risk

The municipality does not engage in foreign currency transactions.

(b) Price risk

The municipality is not exposed to price risk.

(c) Interest Rate Risk

As the municipality has significant interest-bearing liabilities, the entity's income and operating cash flows are substantially dependent on changes in market interest rates.

The municipality analyses its potential exposure to interest rate changes on a continuous basis. Different scenarios are simulated which include refinancing, renewal of current positions, alternative financing and hedging. Based on these scenarios, the entity calculates the impact that a change in interest rates will have on the surplus/deficit for the year. These scenarios are only simulated for liabilities which constitute the majority of interest bearing liabilities.

The municipality did not hedge against any interest rate risks during the current year.

The potential impact on the entity's surplus/deficit for the year due to changes in interest rates were as follow:

0.5% Increase in interest rates	929,768	1,131,325
0.5% Decrease in interest rates	(929,768)	(1,131,325)

(d) Credit Risk

Credit risk is the risk that a counter party to a financial or non-financial asset will fail to discharge an obligation and cause the municipality to incur a financial loss. Credit risk consist mainly of cash deposits, cash equivalents, trade and other receivables and unpaid conditional grants and subsidies.

Trade and other debtors are disclosed net after provisions are made for impairment and bad debts. Trade debtors comprise of a large number of ratepayers, dispersed across different sectors and geographical areas. Ongoing credit evaluations are performed on the financial condition of these debtors. Credit risk pertaining to trade and other debtors is considered to be moderate due the diversified nature of debtors and immaterial nature of individual balances. In the case of consumer debtors the municipality effectively has the right to terminate services to customers but in practice this is difficult to apply. In the case of debtors whose accounts become in arrears, Council endeavours 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.

All rates and services are payable within 30 days from invoice date. Refer to note 3 and 4 for all balances outstanding longer than 30 days. These balances represent all debtors at year end which defaulted on their credit terms. Also refer to note 3 for balances included in receivables that were re-negotiated for the period under review.

Balances past due not impaired:

	2024 %	2024 R	2023 %	2023 R
Exchange Receivables				
Electricity	84.82%	58,276,779	85.61%	43,249,170
Water	8.28%	7,856,398	5.21%	7,684,892
Housing Rentals	6.63%	153,183	3.88%	118,383
Refuse	7.58%	4,484,890	4.79%	4,243,673
Sewerage	43.35%	43,081,424	18.67%	17,144,809
Other	8.44%	97,104	5.44%	81,232
Contracts	100.00%	5,128,890	100.00%	5,128,890
Land Sales	100.00%	1,106,706	100.00%	1,106,706
	35.88%	**120,185,373**	**20.09%**	**78,757,755**

No receivables are pledged as security for financial liabilities.

Due to the short term nature of receivables the carrying value disclosed in note 3 and 4 of the financial statements is an approximation of its fair value. Interest on overdue balances are included at prime lending rate plus 1% where applicable.

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

46 FINANCIAL RISK MANAGEMENT CONTINUED

The provision for bad debts could be allocated between the different classes of debtors as follows:

	2024 %	2024 R	2023 %	2023 R
Exchange Receivables				
Electricity	4.93%	10,431,797	2.34%	7,270,832
Water	41.10%	86,972,133	45.02%	139,797,453
Housing Rentals	1.02%	2,156,274	0.94%	2,931,068
Refuse	25.85%	54,699,957	27.19%	84,434,999
Sewerage	26.61%	56,308,408	24.05%	74,681,480
Other	0.50%	1,053,113	0.45%	1,412,397
	100.00%	**211,621,669**	**100.00%**	**310,528,230**

The provision for bad debts could be allocated between the different categories of debtors as follows:

	2024 %	2024 R	2023 %	2023 R
Residential	91.30%	193,212,663	95.55%	296,705,485
Commercial	4.31%	9,127,691	2.05%	6,360,948
Other	4.39%	9,281,329	2.40%	7,461,796
	100.00%	**211,621,669**	**100.00%**	**310,528,230**

Bad debts written off per debtor class:

Exchange Receivables				
Electricity	1.87%	(2,808,996)	14.05%	(161,855)
Water management	44.82%	(67,446,589)	34.69%	(399,491)
Housing Rentals	0.28%	(419,787)	0.56%	(6,481)
Waste management	29.25%	(44,022,184)	15.93%	(183,426)
Waste water management	23.50%	(35,360,011)	15.26%	(175,750)
Other	0.29%	(429,629)	19.50%	(224,624)
	100.00%	**(150,487,196)**	**100.00%**	**(1,151,626)**

Kindly note that these amounts are exclusive of VAT

The entity only deposits cash with major banks with high quality credit standing. No cash and cash equivalents were pledged as security for financial liabilities and no restrictions were placed on the use of any cash and cash equivalents for the period under review. Although the credit risk pertaining to cash and cash equivalents are considered to be low, the maximum exposure is disclosed below.

The risk pertaining to unpaid conditional grants and subsidies are considered to be very low. Amounts are receivable from national and provincial government and there is no expectation of counter party default.

Long-term Receivables and Other Debtors are individually evaluated annually at Balance Sheet date for impairment.

Financial assets exposed to credit risk at year end are as follows:	2024 R	2023 R
Receivables from exchange transactions	123,373,108	81,514,811
Cash and Cash Equivalents	187,235,262	226,792,468
Unpaid conditional grants and subsidies	11,116,787	9,034,870
	321,725,157	**317,342,149**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

46 FINANCIAL RISK MANAGEMENT CONTINUED

(e) Liquidity Risk

Prudent liquidity risk management implies maintaining sufficient cash, the availability of funding through an adequate amount of committed credit facilities. Due to the dynamic nature of the underlying business, the treasury maintains flexibility in funding by maintaining availability under credit lines.

The entity's risk to liquidity is a result of the funds available to cover future commitments. The entity manages liquidity risk through an ongoing review of future commitments and credit facilities.

The table below analyses the entity's financial liabilities into relevant maturity groupings based on the remaining period at the financial year end to the contractual maturity date. The amounts disclosed in the table are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances as the impact of discounting is not significant.

	Less than 1 year	Between 1 and 5 years	Between 5 and 10 years	Over 10 Years
2024				
Trade and Other Payables	58,633,431	-	-	-
Unspent conditional government grants and receipts	4,861,951	-	-	-
	63,495,382	**-**	**-**	**-**

	Less than 1 year	Between 1 and 5 years	Between 5 and 10 years	Over 10 Years
2023				
Borrowing	547,662	-	-	-
Capital repayments	527,450	0	-	-
Interest	20,212	0	-	-
Trade and Other Payables	80,391,072	-	-	-
Unspent conditional government grants and receipts	13,535,211	-	-	-
	94,473,945	**-**	**-**	**-**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

			2024 R	2023 R
47	**FINANCIAL INSTRUMENTS**			
	In accordance with IAS 39.09 the financial instruments of the municipality are classified as follows:			
	The fair value of financial instruments approximates the amortised costs as reflected bellow.			
47.1	**Financial Assets**	**Classification**		
	Receivables			
	Receivables from exchange transactions	Financial instruments at amortised cost	123,373,108	81,514,811
	Other Receivables			
	Government Subsidies and Grants	Financial instruments at amortised cost	11,116,787	9,034,870
	Bank Balances			
	Bank Balances	Financial instruments at amortised cost	187,235,262	226,792,468
			321,725,157	**317,342,149**
	SUMMARY OF FINANCIAL ASSETS			
	Financial instruments at amortised cost		321,725,157	317,342,149
	At amortised cost		**321,725,157**	**317,342,149**
47.2	**Financial Liability**	**Classification**		
	Long-term Liabilities			
	Payables from exchange transactions			
	Trade creditors	Financial instruments at amortised cost	14,382,900	40,895,529
	Retentions	Financial instruments at amortised cost	13,632,275	12,861,128
	Deposits	Financial instruments at amortised cost	473,325	336,670
	Other	Financial instruments at amortised cost	43,777,206	39,158,873
	Other Payables			
	Government Subsidies and Grants	Financial instruments at amortised cost	4,861,951	13,535,211
	Current Portion of Long-term Liabilities			
	Capitalised Lease Liability	Financial instruments at amortised cost	1,281,622	527,449
			78,409,279	**107,314,860**
	SUMMARY OF FINANCIAL LIABILITY			
	Financial instruments at amortised cost		**78,409,279**	**107,314,860**
48	**PRIVATE PUBLIC PARTNERSHIPS**			
	Council has not entered into any private public partnerships during the financial year.			

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023 (Restated)
		R	R
49	**CONTINGENT LIABILITY**		
49.1	**Claims against Council**	**9,743,996**	**5,863,837**

The municipality is currently engaged in litigation which could result in damages/costs being awarded against Council if claimants are successful in their actions. Management are respectfully of opinion that this matter will be successfully defended. The Municipality is defending all the claims. The amounts indicated is Management's estimated financial exposure. The following are naritives of the cases:

Ceres Koekedouw Management Committee	The purchase agreement of the Vredebes Farm includes 15 hectares water rights. The Ceres Koekedouw Management Committee now claims that Witzenberg Municipality is part of their historical loan agreements and therefore responsible for a portion of the repayment of their loan. The purchase agreement however is silent on the loan.	889,892	889,892
South African Revenue Services	The municipality has submitted a VAT ruling application to the South African Revenue Services (SARS) relating to the output tax treatment of the library grants received and/or receivable from the Western Cape Department of Cultural Affairs (DCAS). The municipality has previously submitted a non-binding VAT ruling to the SARS, whereupon SARS informed us that we need to confirm from the DCAS if the library function has been assigned to the municipality as contemplated in the Constitution of South Africa. At the date of the VAT ruling application, the DCAS did not confirm if the library function has been assigned to the municipality. We have submitted the VAT ruling application to the SARS on the basis that the library function is not assigned to the municipality, as we could not find any evidence confirming that the library function has been assigned to the municipality. The municipality now awaits the outcome of the library function VAT ruling outcome from the SARS. The amount is not disclosed as no ruling has been issued by SARS.		0
South African Revenue Services	The Minister of Finance, Minister Godongwana indicates in a letter addressed to the Member of Executive Council for Finance in the Western Cape Provincial Government dated 24 July 2024, ruled that municipalities are rendering a service to the provincial government and that the amount received by municipalities is subject to VAT. A payable had been recognised for the vat, but there is a possibility that penalties and interest may be charged.	1,955,192	1,208,809
Gunter C Mrs	Plaintiff claims damages from the municipality after she fell on the sidewalk. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	350,000	585,766
Smith WJ	Stepped into hole of manhole cover on c/o Friesland & Delta Street, Bella Vista. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	628,370	628,370
Rooi JCR	Broke ankle after stepping in open storm channel. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.		0
Van der Merwe C	Involved in accident with municipal vehicle. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.		0
Pedro I	Fell into an open manhole. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	2,551,000	2,551,000
Fortuin N	Drove in to stray ox in Pine Valley, Wolseley. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.		0
Open Serve	Damage to underground cables at Bon Cretien Street Ceres. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.		0

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024 R	2023 (Restated) R
CONTINGENT LIABILITY CONTINUED			
Jack F	TP injury after fall on pavement, the case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	1,000,000	
Weitz B	Five year old boy burned and injured at Pump Station. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	2,000,000	
Wiese K	Municipal vehicle collided with third party vehicle. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	35,164	
Aare C	Third party vehicle hit by stray ox. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	61,000	
Laubscher AA	Municipal trailer collided with third party vehicle. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	73,378	
Michaels C	Third party vehicle hit by herd of goats. The case was submitted to the municipality's insurance broker. The chance that any amount might be payable by the municipality is remote.	120,000	
Craig & Sons Bus Services	Claim in respect of vehicle accident. The case was submitted to the municipality's insurance broker The chance that any amount might be payable by the municipality is remote.	80,000	
TOTAL CONTINGENT LIABILITY		**9,743,996**	**5,863,837**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

		2024	2023
50	**RELATED PARTIES**	R	R

Key Management and Councillors receive and pay for services on the same terms and conditions as other ratepayers / residents.

The rates, service charges and other charges are in accordance with approved tariffs that were advertised to the public. No bad debt expenses have been recognised in respect of amounts owed by related parties.

50.1 Related Party Loans

Since 1 July 2004 loans to councillors and senior management employees are not permitted.

50.2 Compensation of Councillors and key management personnel

The compensation of key management personnel is set out in Notes 27 and 28 to the Annual Financial Statements.

50.3 Other related party transactions

No purchases were made during the year where Councillors or staff have an interest.

50.4 Ceres Koekedouw Management Committee

Ceres Koekedouw Management Committee is an entity established by the Witzenberg Municipality and the Koekedouw Irrigation Board. Ceres Koekedouw Management Committee is responsible for the management of the Koekedouw Dam, jointly owned by Witzenberg Municipality and the Koekedouw Irrigation Board.

Witzenberg municipality was responsible for 41% of the expenditure to build the Koekedouw Dam. The expense was financed by way of loans. These loans have already been redeemed. The municipality is entitled to 10 million kilolitre water per annum from the dam.

The total carrying value of the municipal asset in respect of the dam is included under Property Plant and Equipment – Infrastructure Assets in Note 8.

The following contributions included with General Expenses were paid to the Ceres Koekedouw Management Committee (VAT excluded)	**1,817,606**	**1,441,381**

51 FINANCIAL SUSTAINABILITY

Management is of the opinion that the Municipality will continue to operate as a going concern and perform it's functions as set out in the Constitution.

Financial Indicators:

The current ratio increased to 2.64 from 2.06 in the prior year.
Cash and Cash Equivalents have decreased to R 187 million from R 227 million in the prior year.

52 NON-LIVING RESOURCES

The responsibility for the non-living water resource emanates from chapter 3 of the Water Service Act which recognises the municipality as a water service authority.

The nature of the municipality's custodial responsibility includes the duty to provide access to water services, the duty to prepare and adopt a water service development plan and the reporting on the implementation thereof, any contracts and joint ventures with water services providers and the adoption of appropriate bylaws that sets out the conditions for the provision of water services.

Additional supporting information pertaining to the provision of water can be found in chapter 3 of the Annual Report

The Municipality has the following non-living water resources per town:

Ceres
The main water source for Ceres is the Koekedouw Dam. Six boreholes serve as a backup source of supply.

Tulbagh
Currently, Klein Berg, Moordenaarskloof and Tierkloof serve as the main sources of water supply to Tulbagh.

Wolseley
Wolseley receives its water supply from the Tierhokkloof weir.

Prince Alfred's Hamlet
Prince Alfred's Hamlet has four water sources. They consist of the Wabooms River Weir, a fountain, one borehole and a supply line from the Koekedouw Dam.

Op-die-Berg
Op-die-Berg has three water sources, a fountain and two boreholes.

There is no liabilities or contingent liabilities that arose from the non-living resource which is water

Water purchased by the farmers including VAT amount to	0	768,699

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
U Mnqanqeni - 30 November 2024

WITZENBERG MUNICIPALITY
APPENDIX A - Unaudited
SCHEDULE OF EXTERNAL LOANS AS AT 30 JUNE 2024

EXTERNAL LOANS	Rate	Loan Number	Redeemable	Balance at 30 JUNE 2023	Received during the period	Redeemed during the period	Balance at 30 JUNE 2024
				R	R	R	R
LEASE LIABILITY							
Office Equipment	10.00%		30/06/2025	527,449	1,460,108	705,936	1,281,621
Total Lease Liabilities				**527,449**	**1,460,108**	**705,936**	**1,281,621**
TOTAL EXTERNAL LOANS				**527,449**	**1,460,108**	**705,936**	**1,281,621**

WITZENBERG MUNICIPALITY
APPENDIX B - Unaudited
SEGMENTAL STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2024
MUNICIPAL VOTES CLASSIFICATION

	2024 Actual Income R	2024 Actual Expenditure R	Gains & Losses R	2024 Surplus/ (Deficit) R
Budget and Treasury Office	139,339,109	(31,419,429)	-	107,919,680
Civil services	596,086,734	(596,392,689)	1,986,710	1,680,755
Community and social services	200,599,522	(113,832,304)	-	86,767,218
Corporate Services	28,319,689	(101,719,782)	-	(73,400,093)
Executive and Council	27,700	(28,274,155)	-	(28,246,455)
Total	964,372,754	(871,638,359)	1,986,710	94,721,105

	2023 Actual Income R	2023 Actual Expenditure R	Gains & Losses R	2023 Surplus/ (Deficit) R
Budget and Treasury Office	131,130,592	(44,265,953)	-	86,864,639
Civil services	533,846,174	(511,505,148)	36,622,881	58,963,907
Community and social services	148,456,047	(69,398,606)	-	79,057,441
Corporate Services	25,436,220	(95,376,941)	(667,803)	(70,608,524)
Executive and Council	32,600	(25,841,435)	-	(25,808,835)
Total	838,901,633	(746,388,084)	35,955,079	128,468,628

WITZENBERG MUNICIPALITY
APPENDIX C - Unaudited
SEGMENTAL STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2024
GENERAL FINANCE STATISTIC CLASSIFICATIONS

	2024 Actual Income R	2024 Actual Expenditure R	2024 Gains & Losses R	2024 Surplus/ (Deficit) R
Community and social services	148,911,349	(31,338,863)	-	117,572,486
Energy sources	373,655,012	(364,102,417)	-	9,552,595
Environmental protection	1,586,661	(3,311,871)	-	(1,725,210)
Executive and council	27,700	(29,200,458)	-	(29,172,758)
Finance and administration	143,309,872	(85,753,634)	-	57,556,238
Housing	38,862,661	(39,248,555)	-	(385,894)
Internal audit	-	(4,002,329)	-	(4,002,329)
Planning and development	4,661,806	(13,507,710)	-	(8,845,904)
Public safety	19,609,992	(36,623,278)	-	(17,013,287)
Road transport	20,919,003	(37,816,213)	-	(16,897,211)
Sport and recreation	9,256,172	(37,311,376)	-	(28,055,204)
Waste management	50,983,678	(64,519,782)	1,986,710	(11,549,394)
Waste water management	83,934,500	(56,345,728)	-	27,588,772
Water management	68,654,348	(68,556,145)	-	98,203
Total	964,372,754	(871,638,359)	1,986,710	94,721,105

	2023 Actual Income R	2023 Actual Expenditure R	2023 Gains & Losses	2023 Surplus/ (Deficit) R
Community and social services	133,819,475	(27,267,956)	-	106,551,519
Energy sources	315,575,744	(312,103,692)	(1,748)	3,470,304
Environmental protection	1,386,262	(1,678,024)	-	(291,763)
Executive and council	32,600	(28,099,612)	-	(28,067,012)
Finance and administration	142,030,357	(96,359,792)	(667,803)	45,002,763
Housing	481,562	(4,819,898)	-	(4,338,336)
Internal audit	-	(2,518,433)	-	(2,518,433)
Planning and development	3,669,000	(12,196,142)	-	(8,527,143)
Public safety	9,925,305	(33,602,707)	-	(23,677,402)
Road transport	39,596,861	(40,821,617)	-	(1,224,755)
Sport and recreation	12,143,788	(33,310,904)	-	(21,167,116)
Waste management	40,720,195	(58,233,809)	36,624,630	19,111,016
Waste water management	55,938,130	(41,955,876)	-	13,982,254
Water management	83,582,353	(53,419,622)	-	30,162,732
Total	838,901,633	(746,388,084)	35,955,079	128,468,628

WITZENBERG MUNICIPALITY
APPENDIX D - Unaudited
DISCLOSURES OF GRANTS AND SUBSIDIES IN TERMS OF SECTION 123 OF MFMA, 56 OF 2003

UNSPENT AND UNPAID GOVERNMENT GRANTS AND RECEIPTS	Balance 1 JULY 2023 (Unpaid)	Grants Received	Re-payment or rejection of rollover of Unspent Grant	Operating expenditure during the year Transferred to revenue	Capital expenditure during the year Transferred to revenue	Balance 30 JUNE 2024	Unspent 2024 (Payable)	Unpaid 2024 (Receivable)
	R	R	R	R	R	R	R	R
National Government Grants								
Equitable share	-	135,729,000	-	(135,729,000)	-	-	-	-
Finance Management Grant	45	1,550,000	-	(1,550,045)	-	-	-	-
Municipal infrastructure Grant	1,111,284	24,309,000	(1,068,126)	-	(24,292,562)	59,596	59,596	-
Regional Bulk Infrastructure Grant (DWAF)	1,600,377	-	(1,051,722)	-	-	548,655	548,655	-
Integrated National Electricity Program	(777,641)	900,000	-	-	-	122,359	122,359	-
Department of Rural Development	471,155	-	-	-	-	471,155	471,155	-
Expanded Public Works Programme	(80,676)	3,247,000	-	(3,364,452)	-	(198,128)	-	198,128
Neighbourhood Development Plan	322	-	-	-	-	322	322	-
Water Service Infrastructure Grant	2,558,224	-	(2,558,224)	-	-	-	-	-
Provincial Government Grants								
CDW	(10,019)	132,000	-	(71,033)	-	50,948	50,948	-
Municipal Infrastructure Support Grant	(1,046,497)	-	-	-	-	(1,046,497)	-	1,046,497
Economic Development and Tourism SMME booster	68	-	-	-	-	68	68	-
Service Delivery and Capacity Building	1,100,000	-	(600,000)	(499,999)	-	1	1	-
Human Settlement Development	-	33,460,159	-	(37,953,798)	-	(4,493,639)	-	4,493,639
Capacity Building (Internship)	214,600	250,000	(14,600)	(295,000)	-	155,000	155,000	-
Municipal Infrastructure	(206,126)	-	-	-	-	(206,126)	-	206,126
Maintenance and Construction of Transport Infrastructure	(6,883,633)	14,701,538	-	-	(12,878,938)	(5,061,033)	-	5,061,033
Local Government Support Grant	-	-	-	-	-	-	-	-
Regional Social Econimical Program	106,402	200,000	(106,402)	-	(200,000)	-	-	-
Municipal Accreditation and Capacity Building Grant	559,867	245,000	(559,867)	(195,609)	-	49,391	49,391	-
Sport and Recreation	352	672,782	-	(700,433)	-	(27,299)	-	27,299
Electronic Case Management Intervention	400,000	-	(400,000)	-	-	-	-	-
Loadshedding	475,000	-	-	-	(475,000)	0	(0)	-
Water Resilience	568,189	-	-	(568,189)	-	-	-	-
Fire Services	-	985,000	-	-	(974,987)	10,013	10,013	-
District Municipality								
Parks and recreation	300,001	500,000	-	-	-	800,001	800,001	-
Sanitation Infrastructure	-	250,000	-	-	-	250,000	250,000	-
Planning and Development	100,000	-	-	-	-	100,000	100,000	-
Infrastructure	1,999,999	-	-	(1,200,000)	(499,793)	300,206	300,206	-
Covid 19	1,944,236	-	-	-	-	1,944,236	1,944,236	-
Safety Project	(5,189)	72,000	-	(150,876)	-	(84,065)	-	84,065
Public Contributions	-	-	-	-	-	-		
Essen Belgium	1,116,990	679,910	-	(1,793,216)	-	3,684	3,684	-
Perdekraal	414,101	1,130,300	-	(372,597)	-	1,171,804	1,171,804	-
Nedbank	785,403	952,545	-	(601,549)	-	1,136,399	1,136,399	-
Total	**6,816,834**	**219,966,234**	**(6,358,941)**	**(185,045,796)**	**(39,321,280)**	**(3,942,949)**	**7,173,838**	**11,116,787**

WITZENBERG MUNICIPALITY
APPENDIX D - Unaudited
DISCLOSURES OF GRANTS AND SUBSIDIES IN TERMS OF SECTION 123 OF MFMA, 56 OF 2003

UNSPENT AND UNPAID GOVERNMENT GRANTS AND RECEIPTS	Balance 1 JULY 2022 (Unpaid)	Grants Received	Re-payment or rejection of rollover of Unspent Grant	Operating expenditure during the year Transferred to revenue	Capital expenditure during the year Transferred to revenue	Balance	Unspent 2023 (Payable)	Unpaid 2023 (Receivable)
	R	R	R	R	R	R	R	R
National Government Grants								
Equitable share	-	121,667,821	-	(121,667,821)	-	-	-	-
Finance Management Grant	-	1,550,000		(1,549,955)	-	45	45	-
Municipal infrastructure Grant	1,273,038	25,091,000	(1,273,038)	(954,000)	(23,025,716)	1,111,284	1,111,284	-
Regional Bulk Infrastructure Grant (DWAF)	(2,160,011)	19,239,000	-	-	(15,478,612)	1,600,377	1,600,377	-
Integrated National Electricity Program	3,873,783	-	(3,873,783)	-	(777,641)	(777,641)	-	777,641
Department of Rural Development	471,155	-	-	-	-	471,155	471,155	-
Expanded Public Works Programme	-	2,237,000	-	(2,317,676)	-	(80,676)	-	80,676
Neighbourhood Development Plan	321	-	-	-	-	321	321	-
Water Service Infrastructure Grant	-	11,701,000	-	-	(9,142,776)	2,558,224	2,558,224	-
Provincial Government Grants								
Library services	-	-	-	-	-	-	-	-
CDW	201,060	131,000	(69,060)	(273,019)	-	(10,019)	-	10,019
Municipal Infrastructure Support Grant	(1,046,497)	-	-	-	-	(1,046,497)	-	1,046,497
Economic Development and Tourism SMME booster	68	-	-	-	-	68	68	-
Service Delivery and Capacity Building	600,000	500,000	-	-	-	1,100,000	1,100,000	-
Human Settlement Development	2,993,067	-	(2,993,067)	-	-	-	-	-
Fire Service Capacity Building Grant	-	-	-	-	-	-	-	-
Capacity Building (Internship)	826,978	-	(576,978)	(235,400)	-	14,600	14,600	-
Municipal Infrastructure	(206,126)	-	-	-	-	(206,126)	-	206,126
Financial Management Support	-	200,000	-	-	-	200,000	200,000	-
Maintenance and Construction of Transport Infrastructure	(7,378,770)	24,696,157	-	-	(24,201,019)	(6,883,632)	-	6,883,632
Regional Social Econimical Program	477	500,000	-	-	(394,075)	106,402	106,402	-
Municipal Accreditation and Capacity Building Grant	490,000	256,000	-	(186,133)	-	559,867	559,867	-
Sport and Recreation	-	1,029,352	-	(1,029,000)	-	352	352	-
Municipal Energy Resilience Fund	-	1,761,500	-	(1,761,500)	-	-	-	-
Electronic Case Management Intervention	-	400,000	-	-	-	400,000	400,000	-
Loadshedding	-	475,000	-	-	-	475,000	475,000	-
Water Resilience	-	700,000	-	(131,811)	-	568,189	568,189	-
District Municipality								
Parks and recreation	300,001	-	-	-	-	300,001	300,001	-
Sanitation Infrastructure	(25,090)	-	-	-	-	(25,090)	-	25,090
Planning and Development	100,000	-	-	-	-	100,000	100,000	-
Infrastructure	1,311,519	1,500,000	-	-	(811,519)	2,000,000	2,000,000	-
Covid 19	1,969,326	-	-	-	-	1,969,326	1,969,326	-
Safety Project	-	60,000	-	(65,189)	-	(5,189)	-	5,189
Public Contributions								
Essen Belgium	3,179,030	1,350,389	-	(3,412,428)	-	1,116,991	1,116,991	-
China - Water meters	7,183	-	-	(7,183)	-	-	-	-
Perdekraal	-	588,300	-	(174,199)	-	414,101	414,101	-
Nedbank	-	1,111,303	-	(325,900)	-	785,403	785,403	-
Total	**6,780,512**	**216,744,822**	**(8,785,926)**	**(134,091,214)**	**(73,831,358)**	**6,816,836**	**15,851,706**	**9,034,870**

Report of the auditor-general to the Western Cape Provincial Parliament and the council on the Witzenberg Municipality

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Witzenberg Municipality set out on pages 5 to 75, which comprise the statement of financial position as at 30 June 2024, 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 to the financial statements, including a summary of significant accounting policies.

2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Witzenberg Municipality as at 30 June 2024, and its financial performance and cash flows for the year then ended in accordance with accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 5 of 2023 (Dora).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the responsibilities of auditor-general for the audit of the financial statements section of my report.

4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Restatement of corresponding figures

7. As disclosed in note 37 to the financial statements, the corresponding figures for 30 June 2023 have been restated as a result of errors in the financial statements of the municipality at, and for the year ended 30 June 2024.

Material impairments

8. As disclosed in note 3 to the financial statements, the municipality provided for an impairment of R211,6 million (2022-23: R310,5 million) on receivables from exchange transactions of R334,9 million (2022-23: R392 million).

9. As disclosed in note 4 to the financial statements, the municipality provided for an impairment of R53,3 million (2022-23: R49,6 million) on receivables from non-exchange transactions amounting to R62,1 million (2022-23: R53,1 million).

Other matters

10. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Unaudited disclosure notes

11. In terms of section 125(2)(e) of the MFMA, the particulars of non-compliance with the MFMA should be disclosed in the financial statements. The disclosure requirement did not form part of the audit of the financial statements and accordingly I do not express an opinion on it.

Unaudited supplementary information

12. The supplementary information set out on pages 76 to 80 of the financial statements does not form part of the financial statements and is presented as additional information. I have not audited this information and, accordingly, I do not express an opinion on it.

Responsibilities of the accounting officer for the financial statements

13. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the GRAP and the requirements of the MFMA and 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.

14. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Responsibilities of the auditor-general for the audit of the financial statements

15. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are

considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

16. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report. This description, which is located at page 7 to 8, forms part of our auditor's report.

Report on the audit of the annual performance report

17. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I must audit and report on the usefulness and reliability of the reported performance against predetermined objectives for the selected municipal key performance area presented in the annual performance report. The accounting officer is responsible for the preparation of the annual performance report.

18. I selected the following municipal key performance area presented in the annual performance report for the year ended 30 June 2024 for auditing. I selected an municipal key performance area that measure the municipality's performance on its primary mandated functions and that is of significant national, community or public interest.

Municipal key performance area	Page numbers	Purpose
Essential services	58–59	Direct service delivery such as the provision of water, sanitation, electricity & solid waste removal. Also include roads & storm water management and subsidised serviced sites.

19. I evaluated the reported performance information for the selected municipal key performance area against the criteria developed from the performance management and reporting framework, as defined in the general notice. When an annual performance report is prepared using these criteria, it provides useful and reliable information and insights to users on the municipality's planning and delivery on its mandate and objectives.

20. I performed procedures to test whether:

- the indicators used for planning and reporting on performance can be linked directly to the municipality's mandate and the achievement of its planned objectives
- all the indicators relevant for measuring the municipality's performance against its primary mandated and prioritised functions and planned objectives are included
- the indicators are well defined to ensure that they are easy to understand and can be applied consistently, as well as verifiable so that I can confirm the methods and processes to be used for measuring achievements
- the targets can be linked directly to the achievement of the indicators and are specific, time bound and measurable to ensure that it is easy to understand what should be

delivered and by when, the required level of performance as well as how performance will be evaluated

- the indicators and targets reported on in the annual performance report are the same as those committed to in the approved initial or revised planning documents
- the reported performance information is presented in the annual performance report in the prescribed manner and is comparable and understandable
- there is adequate supporting evidence for the achievements reported and measures taken to improve performance .

21. I performed the procedures for the purpose of reporting material findings only; and not to express an assurance opinion or conclusion.

22. I did not identify any material findings on the reported performance information for the selected municipal key performance area.

Other matters

23. I draw attention to the matters below.

Achievement of planned targets

24. The annual performance report includes information on reported achievements against planned targets and provides measures taken to improve performance.

25. The table that follows provide information on the achievement of planned targets and lists the key service delivery indicators that were not achieved as reported in the annual performance report. The measures taken to improve performance are included in the annual performance report on pages 13.

Essential services

Targets achieved: 84% *Budget spent: Operational - 96%, Capital - 93% for KPA 1*		
Key service delivery indicator not achieved	**Planned target**	**Reported achievement**
TecDir1 - percentage expenditure on the preventative- & corrective planned maintenance budget of the technical department.	98%	96%
TecDir3 - percentage expenditure on capital budget by technical directorate	95%	93%

Report on compliance with legislation

26. In accordance with the PAA and the general notice issued in terms thereof, I must audit and report on compliance with applicable legislation relating to financial matters, financial management and other related matters. The accounting officer is responsible for the municipality's compliance with legislation.

27. I performed procedures to test compliance with selected requirements in key legislation in accordance with the findings engagement methodology of the Auditor-General of South Africa (AGSA). This engagement is not an assurance engagement. Accordingly, I do not express an assurance opinion or conclusion.

28. Through an established AGSA process, I selected requirements in key legislation for compliance testing that are relevant to the financial and performance management of the municipality, clear to allow consistent measurement and evaluation, while also sufficiently detailed and readily available to report in an understandable manner. The selected legislative requirements are included in the annexure to this auditor's report.

29. I did not identify any material non-compliance with the selected legislative requirements.

Other information in the annual report

30. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report, which includes the accounting officer's report and the audit committee's report. The other information does not include the financial statements, the auditor's report and the selected municipal key performance area presented in the annual performance report that have been specifically reported in this auditor's report.

31. My opinion on the financial statements, the report on the audit of the annual performance report and the report on compliance with legislation do not cover the other information included in the annual report and I do not express an audit opinion or any form of assurance conclusion on it.

32. My responsibility is to read this other information and, in doing so, consider whether it is materially inconsistent with the financial statements and the selected municipal key performance area presented in the annual performance report or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

33. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, and if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

34. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with applicable legislation; however, my objective was not to express any form of assurance on it.

35. I did not identify any significant deficiencies in internal control.

Auditor General

Cape Town

30 November 2024

AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure to the auditor's report

The annexure includes the following:

- The auditor-general's responsibility for the audit
- The selected legislative requirements for compliance testing

Auditor-general's responsibility for the audit

Professional judgement and professional scepticism

As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for the selected municipal key performance area and on the municipality's compliance with selected requirements in key legislation.

Financial statements

In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
- obtain an understanding of internal control relevant to the audit 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
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made
- conclude on the appropriateness of the use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the municipality to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease operating as a going concern
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Communication with those charged with governance

I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence and communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

Compliance with legislation – selected legislative requirements

The selected legislative requirements are as follows:

Legislation	Sections or regulations
Municipal Finance Management Act 56 of 2003	Sections: 1, 11(1), 13(2), 14(1), 14(2)(a), 14(2)(b), 15, 24(2)(c)(iv), 28(1), 29(1), 29(2)(b), 32(2), 32(2)(a), 32(2)(a)(i), 32(2)(a)(ii), Sections: 32(2)(b), 32(6)(a), 32(7), 53(1)(c)(ii), 54(1)(c), 62(1)(d), 63(2)(a), 63(2)(c), 64(2)(b), 64(2)(c), 64(2)(e), 64(2)(f), Sections: 64(2)(g), 65(2)(a), 65(2)(b), 65(2)(e), 72(1)(a)(ii), 112(1)(j), 116(2)(b), 116(2)(c)(ii), 117, 122(1), 122(2), 126(1)(a), Sections: 126(1)(b), 127(2), 127(5)(a)(i), 127(5)(a)(ii), 129(1), 129(3), 133(1)(a), 133(1)(c)(i), 133(1)(c)(ii), 170, 171(4)(a), 171(4)(b)
MFMA: Municipal Budget and Reporting Regulations, 2009	Regulations: 71(1)(a), 71(1)(a)(b), 71(2)(a), 71(2)(b), 71(2)(d), 72(a), 72(b), 72(c)
MFMA: Municipal Investment Regulations, 2005	Regulations: 3(1)(a), 3(3), 6, 7, 12(2), 12(3)
MFMA: Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, 2014	Regulations: 5(4), 6(8)(a), 6(8)(b), 10(1)
MFMA: Municipal Supply Chain Management Regulations, 2017	Regulations: 5, 12(1)(c), 12(3), 13(b), 13(c), 16(a), 17(1)(a), 17(1)(b), 17(1)(c), 19(a), 21(b), 22(1)(b)(i), 22(2), 27(2)(a), 27(2)(e), Regulations: 28(1)(a)(i), 29(1)(a), 29(1)(b), 29(5)(a)(ii), 29(5)(b)(ii), 32, 36(1), 36(1)(a), 38(1)(c), 38(1)(d)(ii), 38(1)(e), 38(1)(g)(i), Regulations: 38(1)(g)(ii), 38(1)(g)(iii), 43, 44, 46(2)(e), 46(2)(f)
Construction Industry Development Board Act 38 of 2000	Section 18(1)
Construction Industry Development Board Regulations, 2004	Regulations 17, 25(7A)
Division of Revenue Act 5 of 2023	Sections: 11(6)(b), 12(5), 16(1); 16(3)
Municipal Property Rates Act 6 of 2004	Section: 3(1)
Municipal Systems Act 32 of 2000	Sections: 25(1), 26(a), 26(c), 26(h), 26(i), 29(1)(b)(ii), 34(a), 34(b), 38(a), 41(1)(a), 41(1)(b), 41(1)(c)(ii), 42, 43(2), Sections: 54A(1)(a),56(1)(a), 57(2)(a), 57(6)(a), 66(1)(a), 66(1)(b), 67(1)(d), 74(1),96(b)
MSA: Disciplinary Regulations for Senior Managers, 2011	Regulations 5(2), 5(3), 5(6), 8(4)
MSA: Municipal Planning and performance Management Regulations, 2001	Regulations: 2(1)(e), 2(3)(a), 3(3), 3(4)(b), 7(1), 8, 9(1)(a), 10(a), 12(1), 15(1)(a)(i), 15(1)(a)(ii)
MSA: Municipal Performance Regulations for Municipal Managers and Managers directly Accountable to Municipal Managers, 2006	Regulations 2(3)(a), 4(4)(b), 8(1), 8(2), 8(3)

Legislation	Sections or regulations
MSA: Regulations on Appointment and Conditions of Employment of Senior Managers, 2014	Regulations 17(2), 36(1)(a)
MSA: Municipal Staff Regulations	Regulations: 7(1),31
Prevention and Combating of Corrupt Activities Act 12 of 2004	Section: 34(1)
Preferential Procurement Policy Framework Act 5 of 2000	Sections: 2(1)(a), 2(1)(f)
Preferential Procurement Regulations, 2017	Regulations: 4(1), 4(2), 5(1), 5(3), 5(6), 5(7), 6(1), 6(2), 6(3), 6(6), 6(8), 7(1), 7(2), 7(3), 7(6), 7(8), 8(2), 8(5), 9(1), 10(1), 10(2), Regulations: 11(1), 11(2)
Preferential Procurement Regulations, 2022	Regulations: 4(1), 4(2), 4(3), 4(4), 5(1), 5(2), 5(3), 5(4)

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO : MUNISIPALE BESTUURDER

VAN / FROM : BESTUURDER OMGEWING EN GERIEWE

DATUM / DATE : 8 Oktober 2024

VERW. / REF :

GEDENKMUUR: TULBAGH BEGRAAFPLAAS: GOEDKEURING OM TE MAG SLOOP

Die aangehegte memorandum gedateer 10 September 2024 is aan Rdl Sidego en Wykskomiteelede van Tulbagh gerig.

In reaksie op my memorandum het ek n epos op 7 Oktober 2024 vanaf Rdl Sidego ontvang :
""Goeiedag Dame

Aangeheg hierby 'n skrywe wat selfverdudelikend is.

Vriendelike groete

Elizabeth Sidego""



Raimte
Poebus 43
TULBAGH
6820

20 Mei 2024

Geagte me Truter

Gedenkmuur: Tulbagh Begraafplaas

Hiermee gee ek, Jan Theron, toestemming dat die gedenkmuur maar gesloop mag word deur die Witzenberg Munisipaliteit.

Bogenoemde muur is deur my ouers opgerig tot voordeel en gebruik van die inwoners van Tulbagh en oorhandig aan Witzenberg Munisipaliteit vir verdere versorging/onderhoud en instandhouding soos oorsengekom. Aangesien genoemde nie plaasgevind het nie en die Gedenkmuur nou in 'n vervalle toestand is, kan dit eerder gesloop word. Die area kan dan weer gebruik word vir nuwe grafte. Van die gesloopte boumateriaal kan moontlik herbenut word.

Vir verdere navrae kan u my skakel by pajan@tjcomotion.co.za of mnr Dewid Meyer by [illegible] of 072 7736109

Dankie vir u omgee van ons begraafplaas.

Die [illegible]

Jan Theron

✉ 44 Ceres 6835 ☎ (023) 316 1854 (023) 316 1877 admin@witzenberg.gov.za

AANBEVELING

Dat hierdie korrespondensie as n item by die Komitee vir Gemeenskapsdienste dien alvorens daar met die slopingsproses begin word.

Goedgekeur/ ~~afgekeur~~

H Truter
Bestuurder Omgewing en Geriewe

D Nasson
Munisipale Bestuurder

Ruimte

Posbus 43

TULBAGH

6820

20 Mei 2024

Geagte me Truter

Gedenkmuur: Tulbagh Begraafplaas

Hiermee gee ek, Jan Theron, toestemming dat die gedenkmuur maar gesloop mag word deur die Witzenberg Munisipaliteit.

Bogenoemde muur is deur my ouers opgerig tot voordeel en gebruik van die inwoners van Tulbagh en oorhandig aan Witzenberg Munisipaliteit vir verdere versorging/onderhoud en instandhouding soos ooreengekom. Aangesien genoemde nie plaasgevind het nie en die Gedenkmuur nou in 'n vervalle toestand is, kan dit eerder gesloop word. Die area kan dan weer gebruik word vir nuwe grafte. Van die gesloopte boumateriaal kan moontlik herbenut word.

Vir verdere navrae kan u my skakel by pajan@fisaasbos.co.za of mnr Dawid Meyer by reneedawidmeyer@gmail.com of 072 7736109

Dankie vir u omgee van ons begraafplaas.

Die uwe

Jan Theron

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO : SPEAKER: Rdl. Sidego
Wyksraadslede (Wyk 11 en 7)

VAN / FROM : BESTUURDER OMGEWING EN GERIEWE

DATUM / DATE : 10 September 2024

VERW. / REF :

GEDENKMUUR: TULBAGH BEGRAAFPLAAS

Tulbagh begraafplaas (by die ingang van die dorp) beskik oor n gedenkmuur/gebou wat volgens inligting baie jare gelede deur n donateur opgerig is.

Die gebou is egter oor die jare gevadaliseer en word toenemend deur hawelose persone as slaapplek gebruik en daar vind ook toenemend ander ongeruimdhede plaas. Tans is daar slegs een gedenkplaatjie aangesien die ander reeds gesteel is.

Die gedagte was aanvanklik om die gebou te herstel en die rietdak te vervang, maar met bogemelde as agtergrond word egter aanbeveel dat die gebou liewer gesloop word.

Die uitgawe daaraan verbonde sal deur die Dept Gemeenskapsdienste gedra word en plaatjie sal aan die NG Kerk Tulbagh oorhandig word.

AANBEVELING:

Vir u oorweging en terugvoer in hierdie verband

H Truter
Bestuurder Omgewing en Geriewe

✉ 44 Ceres 6835 ☎ (023) 316 1854 ① (023) 316 1877 admin@witzenberg.gov.za







WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN /TO	**Municipal Manager**
VAN / FROM	**Mrs. L Wessels/ Mr Fick**
DATUM/ DATE	**5 November 2024**
VERW/REF	**7/1/4/1 LIGHTHOUSE SAFE HAVEN ECD CENTRE**

Background

Lighthouse Safe Haven is a registered Early Childhood Development Centre situated at 101 Fifth Avenue in Tulbagh. The Centre is registered for a maximum number of twenty-two children that can be accommodated. The Centre is operated from a residential house in a built-in room attached to the house where all activities take place. The Centre has a small playground with patches of grass and an outside play gym. The property is fenced with wire and net.

The principal of the Centre is Jolene May, who is the owner of the property. The staff consists of the principal and one educator, both with level 4 training. The Centre has been in operation since October 2017 and began with four children. The Centre is NPO registered (nr:209774). This ECD Centre follows a registered programme from "Leer and Leef" for stimulation and development of the children. Currently eighteen children are enrolled at the Centre, but have a waiting list of 30 children. Currently there is no funding available for extension of the building to accommodate more children. The children enrolled are from the Witzenville area as well as Waterval.
The other two ECD Centers in Tulbagh is Zanokhanyo creche (with a waiting list of 30 children) in Chris Hani and Tulbagh "Kinderversorgingsoord" in Witzenville (with a waiting list of 65 children). The latter indicates the need for another ECD Centre to accommodate the preschool children of Tulbagh.

Although the Centre is registered with the Western Cape Education Department, they have not received any funding yet. The only income is the school fee of R350 per month. With limited resources and space, the creche is however functioning well and meets the norms and standards as stipulated in the Children's Act for registration.

The staff of the Centre attend the Witzenberg ECD Forum (which the Municipal Social Worker hosts) on a regular basis to ensure growth, development and sustainability.

Need

The Lighthouse Safe Haven ECD centre needs a bigger building to accommodate the growing number of children.
The Manager: Legal services were consulted for a possible vacant municipal building and no vacant municipal building currently is available to accommodate the centre.

Recommendation

That the Committee: Community development recommend to Council that in principle, a municipal building that becomes vacant in future in Tulbagh be allocated to the Lighthouse Safe Haven ECD centre.

L Wessels: Social Worker

.....

R Fick: Manager: LED

.....

D Nasson: Municipal Manager

.....

Western Cape Government
Education
FOR YOU

Reference Number: C22453/ J1711
Enquiries: **Mrs. J. Koelenberg**

The Director / Manager / Principal
LIGHT HOUSE SAFE HAVEN
101 Vyfdelaan
Witzenberg
Tulbagh
6820

Dear Sir/ Madam

REGISTRATION OF PARTIAL CARE FACILITY [Regulation 15]

[SECTION 82 OF THE CHILDRENS; ACT 38 OF 2005]

The Western Cape Education Department has great pleasure in informing your facility of the renewal of registration as set out in attached registration certificate.

- This registration certificate is valid for **FIVE (5)** years and it is not transferable
- Please place the certificate where it will be visible to all
- It is your responsibility to inform the Department of any changes which may affect the registration of your facility
- It is your responsibility to ensure that all staff members, new staff and volunteers are vetted and cleared against the National Child Protection Register.
- It is also your responsibility to re-apply for the renewal of certificate with the service provider in your area at least 90 days before the registration certificate expires
- The facility has to be re-registered when you intend to:
  - move to another building
  - extend or decrease the size of the building
  - increase the number of children accommodated

This renewal of registration is subjected to the following conditions:

- That the results of the application for verification of ALL NEW staff and volunteer members against the Child protection register in terms of Section 126 of the Children's Act 38/2005 be obtained and submitted to WCED.
- Continuous monitoring to ensure adherence to the prescribed norms and standards.

Regards

Social work: Early Childhood Development
Signature: *Janine Koelenberg*
Date: 17 July 2024

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager

VAN / FROM: Senior Manager Legal Services & Manager Local Economic Development

DATUM / DATE: 3 December 2024

VERW. / REF.: 7/1/4/1

SUPPLEMENTERY ITEM – TULBAGH FEEDING SCHEME PROPOSAL - REQUEST TO LEASE A PORTION OF ERF 1326, TULBAGH

PURPOSE

To consider recommending to Council to lease a portion of Erf 1326, Tulbagh to Care4Tulbagh and Pantry Partners.

DELIBERATION & BACKGROUND

This item is supplementary to the Item that was tabled before Council on 21 June 2024 – please see the attached documentation, **ANNEXURE A** for a full background.

The attached supplementary proposal, **ANNEXURE B,** was received. Please note that the Erf numbers on the attached proposal is wrong. Erf 1330, 1327, 1328 and 1329 Tulbagh is privately owned property and does not belong to the Municipality. The Community Hall and Library are situated on Erf 1326 and not Erf 1362.

Map of Erf 1326.



THEIR NEEDS

The applicants needs a place where they can prepare food and cook jam from. The identified the house (old opsigter house) adjacent to the community hall. They want to utilise the house and convert it to a place where more than one person can prepare the food, store some food items and want to comply with food health standards. They want to grow their own fruit and vegetables at the back, which they can use for jam and or food.

They further also need a place where the can add dignity to the people who receive their food. A place where they can sit down and enjoy their meal especially when it is cold and rainy, for this identified the side flank of the community hall.

The house is currently being occupied by a household who was evicted from a farm. The evictees are urgently looking for alternative accommodation and at this stage it is unclear when they will leave the premises. It was a interim arrangement, but it seems that the household struggle to find alternative accommodation.

They also identified land (Erf 1330, 1327, 1328 and Erf 1329) where they can have a sport facility – but the land indicated on the proposal are private owned land.

The applicant also indicated that they want to apply for funding from Lotto and other organisations, but cannot apply because they do not have land and or place from where they can operate. Funders are hesitant to give funding to an organisation which does not have a base station / land.

LEGAL REQUIREMENTS

Enter into a lease agreement with Care4Tulbagh and Pantry Partners. We propose a 3 year lease period for Council to consider. Mandate the Municipal Manager to sign the lease agreement.

Council's intention to lease the property to Care4Tulbagh and Pantry Partners will be advertised in the local newspaper to make the process open and transparent and to meet the requirements of the Constitution.

Council to consider, initiating an eviction process against evictees, but Council will have to offer alternative accommodation if they do not voluntarily leave the premises.

FINANCIAL IMPLICATION

All costs relating to this transaction, such as water, electricity connections, preperation of food gardens, fencing, security ect. will be for the account of the applicants.

Council to determine the monthly rental amount.

TO RECOMMEND TO COUNCIL

For Consideration

AAN / TO: MUNICIPAL MANAGER

VAN / FROM: ACTING SOCIO-ECONOMIC DEVELOPMENT MANAGER

DATUM / DATE: 7 JUNE 2024

VERW. / REF.: 7/1/4/1

TULBAGH FEEDING SCHEME PROPOSAL

1. Background

Two NPO's, namely Pantry Partners & Food4Good was recently founded in Tulbagh. These 2 NPO's was founded to manage the logistics of a food bank (collecting, receiving and distributing of food and monetary donations) & to prepare and serve meals, both for an integrated soup kitchen initiative for the vulnerable & street children in Tulbagh.

The concept is that current operating soup kitchens in Tulbagh prepare and provide meals to the community at a central location, which is easily accessible by the community. Food donations will also be managed by the NPO and distributed to the participating soup kitchens.

The purpose of the NPO's Food4Good and Pantry Partners is the following:

- To support informal soup kitchens, as well as to structure and organize
- To support & improve soup kitchens' interests
- To obtain stock for the soup kitchens
- To apply control regarding application of donations
- To establish formal agreements with donors and to provide feedback regarding application
- To provide accountability regarding application of donations and from individuals to whom food are being served
- To provide facilities for food preparation and serving

2. Soup kitchens in Tulbagh participating in the initiative

Food4 Good was asked to provide the Municipality with a signature list of participating soup kitchens to ensure that this initiative is being supported by local soup kitchens. According to the applicant, a total of 20 soup kitchens in Tulbagh have indicated to form part of the initiative; only 16 application signatures for participating soup kitchens has been received (the other 4 applications are being awaited).

3. Request & Proposal

A request was received by the 2 NPO's, as a collective, for a municipal site where food can be stored, prepared and served. The specific site that is requested is a portion of Erven 389: the north-west corner of the current Waste division depot in Tulbagh and the Old Badisa building (currently not utilized).

The proposal is to:

- Use the Old Badisa building to prepare and store food
- To use as a central gathering place for community members that want to volunteer in the soup kitchen (utilising the area surrounding the building to serve food outdoors)
- To arrange activities for the community
- Thus to utilise the building and area as a muti-purpose community centre

Attached is the proposal submitted by the NPO collective, a list of participating soup kitchens (16) & the 2 NPO constitutions.

See below the area in red on the map that is requested.



4. Alternative use of the Badisa building

The alternative utilization of the municipal building (that Badisa used to occupy) is for a facility for the current municipal workers as a canteen and rest area.

5. RECOMMENDATIONS:

a) For Council consideration for approval of the proposal

b) In the event of approval, that Council give consideration for leasing of the building and the north-west corner of the Waste division depot as "voetstoots" for a period of 3 years, with the option of renewal for an additional 3 years on discretion of Council.

c) That Council consider that the space of the property that is to be leased is not required for provision of minimum level of basic services (MFMA Section 14.2 a).

d) That the fair market value for rent is not applicable due to the economic and community value that are received in exchange for the lease of the asset (MFMA Section 14.2 b). Council to consider exemption of rental charges, on condition that the building is rented as it is, and that the lessee do all maintenance work to the building, including fencing, changes needed for the development and repair of the severely vandalised building. All other costs related to the transaction will be for the account of the lessee, including municipal services.

R Fick
Acting SED Manager

David Nasson
Municipal Manager

Tulbagh Feeding Scheme
2024 Update and Request

1. Community meeting
2. Task Team
3. Training and information workshop
4. Founding of NPOs
5. The plan
6. Request

Following up on previous communications with the Witzenberg Municipality regarding a Tulbagh Feeding Scheme, particularly referring to the document sent to Councilor Sidego and the Municipal Manager on 1 September 2023, we are happy to report on progress made.

Subsequent to that document, the following has been achieved.

Research was conducted on the topics of soup kitchens, beggars, street kids and the hungry. The research covered an investigation into best practices in more than 20 countries that will serve as a framework for the Tulbagh Feeding Scheme.

A **request** is made to the Witzenberg Municipality for a suitable and safe property where this social development project can be implemented. Details about the request follows in Item 6

It must be noted that according to the requirements of local municipal Integrated Development Plans,
"*municipalities must now also take a leading role in addressing poverty*" *.
The Witzenberg Municipality is thus mandated to address the problem of hunger in Tulbagh.

1. Community meeting

11 October 2023
Held at the VGK, Ryk Tulbagh St.

This public meeting was attended by more than 40 people (including all but one of the known soup kitchens), the Witzenberg Municipality (Margaretha Wessels), Cape Winelands Municipality, Badisa, Department of Correctional Services and interested community members.

A Task Team was appointed to take the matter further.

2. Task Team

The Task Team first met on 16 October 2023 originally consisting of eight members and several planning meetings were held.

3. Training and information workshop

On 9 November 2023 a training and information workshop was conducted by the Social Development Department of the Witzenberg Municipality, Cape Winelands District Municipality, the National Department of Social Development and Badisa.

The workshop dealt with the operation of soup kitchens, health and safety requirements, and how to formalize the soup kitchens. A committee was established to take the matter further.

4. Founding of NPOs

Two NPOs were founded. Registration numbers are awaited.

Pantry Partners was founded to manage the logistics of a food bank, such as collecting, receiving food donations and monetary donations, and distributing donations to the teams preparing food.

Food4Good was founded for the food preparers. It must be noted that presently food preparers (the soup kitchen "Tannies") often buy food form their own pockets, use their own kitchens and pay for the electricity and gas used from their own pockets.

5. The plan

The plan presented here is based on research done on best practices in more than 20 countries. It is evident that successful plans address several components and do not focus on just one aspect. An integrated plan is required.

For the Tulbagh Feeding Scheme four pillars have been identified.



5.1 Pantry Partners

Pantry Partners deals with the collection and distribution of food, logistics, and funds management. For food, Pantry Partners will benefit from national foodbanks, from local businesses, and from farmers' excess products.

Once the four systems are up and running, an awareness campaign will be launched. This will include a campaign to inform the community, tourists and visitors to not give to beggars and direct them to premises where food is served and activities offered to develop them. Donations of food and money should rather be channeled to Pantry Partners who will distribute donations fairly among food preparers. Control and management will ensure that

donations are not abused as is presently the case. Beggars will have no reason to beg as food will be available at Food4Good outlets. The founding members of Pantry Partners are:

- Ragel Louw (VGK Church)
- Charlotta Steyn
- Naudine Verryne
- Nella Souris

5.2 Food4Good

Food4Good prepares and serves food and represents traditional "soup kitchens". A nutritionist will assist in designing healthy meals. Soup kitchens presently operate only 4 days per week, not serving over weekends. We need to extend serving food 7 days per week.

Initially food preparers will continue to prepare food in their private homes and serve near their homes. The longer term plan is to find a suitable location where the needy live. This location must have a well-equipped kitchen, serving area, and space for social activities.

Presently the volunteers who operate soup kitchens use their own equipment, their own stoves (paying energy expenses from their own pockets) and often buy food from their own pockets too. There are also complaints that food donations are not distributed fairly. This complaint will be addressed by Pantry Partners by introducing a proper management structure.

The founding members of Pantry Partners are:

- Pastor Gavin Buttress (AFM Church)
- Ragel Louw (VGK Church)
- Naudine Verryne
- Charlotta Steyn

5.3 Activities

The poor have no hopes, no dreams and are often despondent. Poor children have no activities to keep them busy. Various activities are planned to entice the poor, especially activities that lead children to dream and to improve themselves to escape the claws of poverty. Activities of all types - physical and mental - include sport, playfulness, reading, ideally educational video materials during meal times and others.

Activities already happening include yoga and martial arts classes presently offered in the Zahn Church Museum.

5.4 Support

The poor, especially the kids, need to be reintegrated into society. Among others, supporting efforts will include skills development and assistance by organisations such as Badisa.

6. Request

A request is made for a particular site. If it is impossible to make use of that site, the Municipality should assist in finding another suitable site.

A location is required where food can be stored, prepared and served. We hereby request the Witzenberg Municipality for a suitable and safe property where this social development project can be implemented.

Requirements for such a location are the following:

- Easy access by both the food preparers and people who are fed.

- Safe and secure
- Space for food storage
- Space for food preparation
- Space for food served
- Space to eat in peace
- Space for activities

A possible location is at the north-western corner of the present Waste Depot. See the site plan further below.

The depot has recently been properly walled and safe. The building was severely vandalized and requires restoration. The area to the west of the building can be used for activities and outdoors serving of food.

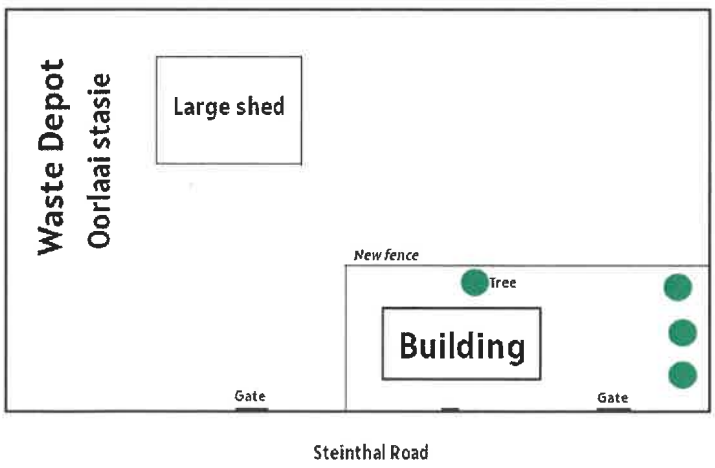
The space around the building can be fenced in to separate the feeding and related activities from the rest of the property.

Photo 1 **Photo 2**



The area in Photo 2 can be converted into a community space for activities and serving of meals.

Site Plan



If the area is fenced in the community members who are served food at the location won't interfere with municipal operations on the rest of the property.

* Page 11 of the IDP Template developed by the national Department of Rural Development and Land Reform.
Available at https://www.westerncape.gov.za/text/2013/April/integrated-development-planning-template.pdf

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike Inligting**		
	Van	Damon (Melody).	
	Voornaam	Magrieta.	
	ID	6012010079083	
	Foonnommer	078 311 5551 WhatsApp Melody.	
	Email	—	
	Straatadres	64 Rossouw Str	
		Tulbagh	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Nie geregistreer nie	
		Ja	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander		
		Ja	Nee
2.3	Registrasie nommer	Nvt.	
2.4	Ek doen my sopkombuis al sedert die jaar	Dit het begin op Uitsluig Plaas toe twis 2 jaar terug.	
2.5	Ek maak kos en bedien soveel mense per dag	40 kinders/hulp vd kinders 2 potte	
2.6	Ek bedien kos op hierdie dae	Dinsdae en Donderdae	
2.7	Ek ontvang fans donasies van	Rhodes winkel? moet weer aansoek doen.	
	Het groente self gekoop om by blikkies te sit.		
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres		
	64 Rossouw Tulbagh.		

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorbereiding higiënies te doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening: M Damon

Datum: 7/7/24

Food4Good
Community Recycle

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike Inligting**		
	Van	Manho	
	Voornaam	Yvonne	
	ID	6608250263088	
	Foonnommer	0727080509	
	Email	yvonnemanho@gmail.com	
	Straatadres	8 Esseldn str.	
		Tilburgh	
2	**Bestaande sopkombuis**	Ja.	
2.1	Ek het 'n ongeregistreerde sopkombuis	Nee.	
		Ja	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Wag nog.	
		Ja√	Nee
2.3	Registrasie nommer	Wat aansoek doen meer niemand help nie.	
2.4	Ek doen my sopkombuis al sedert die jaar	17 jaar. Het deur kerk begin Nie meer nie.	
2.5	Ek maak kos en bedien soveel mense per dag	30 mense. Drink dan tee die Venders.	
2.6	Ek bedien kos op hierdie dae	Donderdae.	Op die straat
2.7	Ek ontvang tans donasies van Kedel Self.	Koop self kos om te gee. Charmaine Willemse	
	Het geskryf aan Kbodes maar niks gehoor nie.	doen dit ook so	
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres 8 Esselen str.	Evvy help me!	

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir die gewin nie

Handtekening

Manho

Datum

6/06/24

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike inligting**		
	Van	Mates	
	Voornaam	Cecelia (Marta)	
	ID	650201 0130 085	
	Foonnommer	084 775 1936	
	Email		
	Straatadres	250 2de laan Tulbagh.	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Ja ✓	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Ja	Nee
2.3	Registrasie nommer		
2.4	Ek doen my sopkombuis al sedert die jaar	15 jaar tank. 1ste Sopkombuis in Tulbagh. Saam met Renie ✱.	
2.5	Ek maak kos en bedien soveel mense per dag	40 kinders - soms 80 grootmense ook	
2.6	Ek bedien kos op hierdie dae	Soms Dinsdae / Donderdae soms Woensdae	
2.7	Ek ontvang tans donasies van	Nghmad Oup Sondae 2h00 pm	
	Vrydae Spar - uitskot produkte Tuisvleis se baas Kallie of gas vol.		
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres		
	250 2de laan.		

✱ Andries se vrou

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvooraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening ..... Datum 7/7/24

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike Inligting**		
	Van	SWARTS	
	Voornaam	JENNIFER	
	ID	7009240320 82	
	Foonnommer	0680617616	
	Email		
	Straatadres	FISANTE STRAAT 22	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Ja	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	~~274-042~~ Ja	~~274-042-012~~ ~~Nee~~
2.3	Registrasie nommer	274-012	
2.4	Ek doen my sopkombuis al sedert die jaar	2021	
2.5	Ek maak kos en bedien soveel mense per dag	110 MENSE	
2.6	Ek bedien kos op hierdie dae	DINSDAE + DONDERDAG	
2.7	Ek ontvang fans donasies van	GEEN	
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres FISANTE STRAAT 22		

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening

Swarts

Datum

05 Junie 2024

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike inligting**	
	Van	Kamfer Liesie
	Voornaam	Aletta agter lighthouse
	ID	5704210007086
	Foonnommer	072 7345 176 WhatsApp Liesie
	Email	—
	Straatadres	61 Lde laan (naby Liesie)
2	**Bestaande sopkombuis**	
2.1	Ek het 'n ongeregistreerde sopkombuis	~~Eagles Nest~~ ~~Feeding Scheme~~ Ja / Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Wil graag bedien en help. Ja / Nee
2.3	Registrasie nommer	—
2.4	Ek doen my sopkombuis al sedert die jaar	—
2.5	Ek maak kos en bedien soveel mense per dag	Weet nie
2.6	Ek bedien kos op hierdie dae	Woensdae deur CWP; Nog nie ingeskakel nie.
2.7	Ek ontvang fons donasies van	Moenbe Aghmad.
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres
	Adres	—
		By Food4Good kook en kos uit vir siek en ou mense

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorbereidingshigiënies te doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorsaad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening: A Kamfer

Datum: 9/6/24

Food4Good
Community Service

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike Inligting**	
	Van	Laurens
	Voornaam	Dalen
	ID	650824 0216 081
	Foonnommer	063 077 5976
	Email	—
	Straatadres	18 Haugh str Tulbagh
2	**Bestaande sopkombuis**	
2.1	Ek het 'n ongeregistreerde sopkombuis	Eagles Nest Feeding Scheme Ja / (Nee)
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	NPO Eagles Nest Ja / Nee Aghmad can help? Aghmad worry.
2.3	Registrasie nommer	NPO 222-026 NPO
2.4	Ek doen my sopkombuis al sedert die jaar	2017. - NPO 2019.
2.5	Ek maak kos en bedien soveel mense per dag	100 mense
2.6	Ek bedien kos op hierdie dae	Maandae en Woensdae.
2.7	Ek ontvang tans donasies van	Het gekry by Spar / Rhodes.
	Familie	
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres
	Adres	Suster se huis → Helzahel str ?

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorbereiding higiënies te doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening: D. Laurens

Datum: 9/6/2024

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike inligting**		
	Van	Marang (Antie Tilly)	
	Voornaam	Mathilda Elsa Francis	
	ID	631014 0059 087	
	Foonnommer	0681620533	
	Email	slegs whatsApp.	
	Straatadres	12 Denne laan	
		Tilbagh	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregisteerde sopkombuis	Ja	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	✓ Ja	114-249 NPO Nee
2.3	Registrasie nommer	114 - 249 NPO	
2.4	Ek doen my sopkombuis al sedert die jaar	2019 in Covid dyd saam met Aghmad	
2.5	Ek maak kos en bedien soveel mense per dag	Kinders - ± 30 Grootmense 5	
2.6	Ek bedien kos op hierdie dae	Omsdae	
2.7	Ek ontvang fans donasies van	Werk by Aghmad - Gebruik ele geld kry R900 pm.	
		CWP Government gee -	
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres	Sees bo.	

4. **Verklaring**

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorbereiding higiënies te doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir ele gewin nie

Handtekening: M. Marang

Datum: 30/06/24

Food4Good
Community Supplier

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike inligting**		
	Van	Arnolds	
	Voornaam	Charmyn Lenore	
	ID	7509100184087	
	Foonnommer	074 343 6050	
	Email		
	Straatadres	Melkhoutstraat 8, Tulbagh	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	X Ja	 Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	 Ja	 Nee
2.3	Registrasie nommer		
2.4	Ek doen my sopkombuis al sedert die jaar	2 Jaar	
2.5	Ek maak kos en bedien soveel mense per dag	50 mense	
2.6	Ek bedien kos op hierdie dae	Dinsdae en Donderdae	
2.7	Ek ontvang tans donasies van	My werkgewer en	
		Privaat hulp	
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres	Melkhoutstraat 8, Tulbagh	

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening

C Arnolds

Datum

4 Junie 2024

Food4Good
Community Service

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike inligting**		
	Van	ADAMS	
	Voornaam	ANDRE MERVIN	
	ID	7102285285083	
	Foonnommer	0780136084	
	Email	andremervadam5@gmail.com	
	Straatadres	HOLZAPHELSTRAAT 28	
		TULBAGH 6820	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Ja X	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Ja	Nee X
2.3	Registrasie nommer		
2.4	Ek doen my sopkombuis al sedert die jaar	NUUT GEGTIG 2024	
2.5	Ek maak kos en bedien soveel mense per dag	MANDAE + WOENS +-100 MENSE	
2.6	Ek bedien kos op hierdie dae	MAAN + WOENS	
2.7	Ek ontvang tans donasies van	GEEN	
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres	HOLZAPHELSTRAAT 28	
		TULBAGH 6820	

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorbereë higiënies te doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening

A Adams

Datum

4 June 24

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike inligting**		
	Van	EMMANUEL SOCIETY FOR THE AGED	
	Voornaam	ELSABÉ KLEIN	
	ID	5905270064087	
	Foonnommer	083 431 8014	
	Email	eklein1824@gmail.com	
	Straatadres	EERSTELAAN 32	
		TULBAGH	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Ja	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	078-343 Ja	Nee
2.3	Registrasie nommer		
2.4	Ek doen my sopkombuis al sedert die jaar		
2.5	Ek maak kos en bedien soveel mense per dag	25	
2.6	Ek bedien kos op hierdie dae	MAANDAG TOT WOENSDAG	
2.7	Ek ontvang fana donasies van		
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres: RYK TULBAGH STRAAT		

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvooraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening ..... (Voorsitter)

Datum 2024.05.05

Food4Good

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike inligting**	
	Van: Schippers	
	Voornaam: Hanri	
	Id: 6408305113083	
	Poskantoor: Durbanville	
	Email: hanrischippers@gmail.com	
	Straatadres: Kardinaalstraat 3	
	Tulbagh	
2	**Besigheids sopkombuis**	
2.1	Is het 'n ongeregistreerde sopkombuis	Ja ✓ / Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Ja / Nee
2.3	Registrasie nommer	
2.4	Ek doen my sopkombuis al sedert/ die jaar	✓
2.5	Ek maak kos en bedien gewoed mense per dag	
2.6	Ek bedien kos op hierdie date	Donderdae tot Sondae
2.7	Ek ontvang tans donasies van	Rhodes Food Shop
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres
	Adres	

4. **Verklaring**

Ek onderneem om die volgende streng na te volg:

- Om alle voedselveiligheid riglyne te doen
- Om al my medewerkers met respek te hanteer
- Om eerlaar op te tree met betrekking tot boerderaad wat aan my toevertrou word
- Om eerlaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die reweglinge en reëls van Food4Good na te kom
- Ek is bereidte by Food4Good as vrywilliger om my medemense te help, en nie vir wie gewin nie

Handtekening

Hanri Schippers

Datum

13 June 2024

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike inligting**		
	Van	MAY	
	Voornaam	Loen	
	ID	5812300727081	
	Foonnommer	0711214965	
	Email	loenmay2019@gmail.com	
	Straatadres	94 Uyfde Laan	
		Tulbagh	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Ja	Nee ✓
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Ja ✓	Nee
2.3	Registrasie nommer	2019/485560/08	
2.4	Ek doen my sopkombuis al sedert die jaar	Vir meer as twintig jaar	
2.5	Ek maak kos en bedien soveel mense per dag	Twee honderd → Twee Vyftig	
2.6	Ek bedien kos op hierdie dae	maandae + Woensdag	
2.7	Ek ontvang fans donasies van	Geen donasies bekend	
		Can fruit, werk vir Sol	
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres		
	94 Uyfde Laan Tulbagh 6820		

4. **Verklaring**

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvooraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening: L. May

Datum: 6/6/2024

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike Inligting**		
	Van	Vilander	
	Voornaam	Michelle	
	ID	8109270173082	
	Foonnommer	083 405 9783 (Francois)	
	Email	—	
	Straatadres	14 Patrys str. Tulbagh	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Ja	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Nvt Ja	Nee
2.3	Registrasie nommer	Sleg CWP deur Aghmad	
2.4	Ek doen my sopkombuis al sedert die jaar	2014 saam met Aghmad CWP	
2.5	Ek maak kos en bedien soveel mense per dag	Sek mense Skoolkinders na skool en Klentjies	
2.6	Ek bedien kos op hierdie dae	Dinsdag en Donderdae	
2.7	Ek ontvang fare donasies van	J	
	Aghmad R960 pm - verder krag/gas, kos uit eie sak		
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres 14 Patrys str.		

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening

Datum

9/6/24

Food4Good
Community Service

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike Inligting**	
	Van	Elizabeth Jumath
	Voornaam	Liesie
	ID	5908140139089
	Foonnommer	078 1125 388
	Email	—
	Straatadres	103 3de Laan
		Tulbagh

2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Ja	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Ja	Nee
2.3	Registrasie nommer	Nut	
2.4	Ek doen my sopkombuis al sedert die jaar	2de jaar betrokke by CWP - (Aghmad)	
2.5	Ek maak kos en bedien soveel mense per dag	50	
2.6	Ek bedien kos op hierdie dae	Dinsdae of Woensdag	
2.7	Ek ontvang fons donasies van	CWP R900 pm	
	Soms gee Aghmad of Menda	Koop self die kos	

3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres
	Adres	Geen - geen kos.
	Ons staan op die hoek van 2de of 3de laan	2de of 3de laan

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir sig gewin nie

Handtekening: E Jumath

Datum: 7/7/22

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike Inligting**		
	Van	Jantjies	
	Voornaam	Mirla	
	ID	7306270060084	
	Foonnommer	0722093431	
	Email	minajantjies56@gmail.com	
	Straatadres	8 Malherbe str.	
		Kleinbegin Tulbagh.	
2	**Bestaande sopkombuis**		
2.1	Ek het 'n ongeregistreerde sopkombuis	Het aansoek gedoen.	
		Ja	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Verwysingsnr.	
		Ja	Nee
2.3	Registrasie nommer	* 2023/656360/08	
2.4	Ek doen my sopkombuis al sedert die jaar	2019	
2.5	Ek maak kos en bedien soveel mense per dag	250 baie kinders informele settlement.	
2.6	Ek bedien kos op hierdie dae	Donsdae en Donderdae	
2.7	Ek ontvang fans donasies van	Komitee Kleinbegin David Lintnaar Joey Daniels Pedro Brown Mary Fortuin Dawn Buttress	Mynica Jobo
	Dak (Nuni) het gega		
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres	Kleinbegin Informal Settlement	
	8 Malherbe str.	KB 8 Tulbagh.	
	Kleinbegin		

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorbereidingshigiënies te doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertrou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening

M Jantjies

Datum

7/6/2024

Aansoekvorm vir Lidmaatskap van Food4Good

1	**Persoonlike Inligting**		
	Van	Ndabeni (Lamberts)	
	Voornaam	Patricia	
	ID	7506080766086	
	Foonnommer	0760462080	
	Email	jmia1315@gmail.com	
	Straatadres	34 Ruskekant str. Tulbagh	
2	**Bestaande sopkombuis**	Nee. Ut en sak kos.	
2.1	Ek het 'n ongeregistreerde sopkombuis	nie gereg. Ja ✓	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	Ja	Nee
2.3	Registrasie nommer	Nvt.	
2.4	Ek doen my sopkombuis al sedert die jaar	2019 Plaasmense inq	
2.5	Ek maak kos en bedien soveel mense per dag	Maak self - Kerkmense 170 (30/40) *	
2.6	Ek bedien kos op hierdie dae	Saterdae oggende Ut vir plase	
2.7	Ek ontvang tans donasies van	Geen. Agter met huur.	
	Belinda het altyd gehelp - woon nou in Durban		
3	**My sopkombuis adres**	Vul slegs in indien dit verskil van jou persoonlike adres	
	Adres	Kerk adres 34 Ruskekant.	
	Ry uit. Geen.		

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies to doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorraad wat aan my toevertou word
- Om eerbaar en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die verwagtinge en reëls van Food4Good na te kom
- Ek is betrokke by Food4Good as vrywilliger om my medemense te help, en nie vir eie gewin nie

Handtekening .....

Datum 7 Junie 2024.

Food for Good
Constitution

1. Preamble
2. Name
3. Definitions
4. Purpose
5. Objectives
6. Legal Status
7. Powers of the Association
8. Membership
9. Executive Committee
10. The Board
11. Board Meetings
12. Financial matters
13. Annual Narrative Report and Financial Statements
14. Amendments to the Constitution
15. Indemnity
16. Dispute resolution
17. Dissolution of the Association

1. Preamble

A large proportion of the Tulbagh population lives under the poverty line. There are many informal and private efforts to help the poor with soup kitchens, and most of these are funded from the pockets of the soup kitchens themselves. They operate independently and there is no cooperation between them.

Food for Good was founded as a platform for cooperation among food preparers (traditionally known as soup kitchens) and to share the load of preparing food on offer for the needy. Food for Good will enable food preparers to consolidate resources and campaign for adequate kitchen facilities and equipment, as well as serving locations and the required infrastructure for such activities.

2. Name

The Association established in terms of this Constitution shall be known as the Food for Good (Food4Good).

3. Definitions

In this Constitution unless inconsistent with, or otherwise indicated by the context, terms are defined as follows:

3.1 Clause headings have been inserted for means of reference and are not to be used for the interpretation of the Constitution;

3.2 The word "discretion" shall mean sole, absolute and unfettered discretion of the person or persons to whom such discretion is granted;

3.3 "in writing" shall mean written, printed or digital, or partly one and partly the other, and other modes of representing or reproducing words in a clear communication form;

3.4 "Tulbagh Valley" shall refer to the geographical area roughly within boundaries as follows:

- Western boundary: Obiqua mountains
- Northern boundary: Groot Winterhoek Mountains
- Eastern boundary: Witzenberg mountains
- South boundary: roughly at the valley junction with Bainskloof

3.5 A "Special Board Meeting" is any Board Meeting in addition to the specified annual Board Meeting.

3.6 Appendices do not form part of the Constitution and serve an explanatory and elucidatory purpose, and unless otherwise stipulated, may be amended by a simple majority of members present or represented by proxy at a general meeting of Food for Good.

4. Purpose

The purpose of Food for Good is to prepare and distribute food for the benefit of the underprivileged community of Tulbagh Valley.

5. Objectives

5.1 Food for Good is a voluntary, non-profit organisation established for the primary objective of preparing and distributing food for the benefit of the underprivileged community of Tulbagh Valley.

5.2 A secondary objective is to offer opportunities for food preparers to process and sell excess agricultural products for the benefit of Food for Good.

6. Legal Status

6.1 Food for Good is an incorporated association with its own legal identity which is separate from its individual members. Food for Good shall continue to exist even if the members change.

6.2 Any income and property of Food for Good shall be used solely for the promotion of its stated objectives.

6.3 Members and the office-bearers shall have no rights to the property or other assets of Food for Good by virtue of their being members or office-bearers.

6.4 No portion of the income or property of Food for Good shall be paid or distributed directly or indirectly to any person (otherwise than in the ordinary course of undertaking any public benefit activity) or to any member of Food for Good or Board, except for:

6.4.1 reasonable compensation for services actually rendered to Food for Good; and

6.4.2 reimbursement of actual costs or expenses reasonably incurred on behalf of Food for Good.

6.4.3 Upon the dissolution of Food for Good all debts and commitments must be settled. Neither Board members or ordinary members will receive any compensation. Any remaining assets shall be transferred by donation to some other non-profit organisation which the Board (as oversight body) considers appropriate. Such an organisation or organisations must have objectives the same or similar to the objectives of Food for Good. This process will be in compliance with the applicable legislation and in accordance with the process of dissolution of Food for Good as set out in Clause 17 of this Constitution.

6.5 Food for Good may apply to the Commissioner for the South African Revenue Service for exemption from taxes and duties as a Public Benefit Organization. In such case, compliance with the provisions of the Income Tax Act, 1962 (Act 58 of 1962 as amended) shall bind Food for Good and qualify this Constitution.

7. Powers of the Association

7.1 Food for Good, acting through its Executive Committee, shall have all the powers necessary for it to carry out its stated objectives effectively. Such powers shall include, but not be limited to the following general investment and administrative powers:

7.1.1 employ staff and hire professional and other services;

7.1.2 institute or defend any legal or arbitration proceedings and to settle any claims made by or against Food for Good;

7.1.3 open and operate accounts with registered financial institutions;

7.1.4 make and vary investments and re-invest the proceeds of such investments on condition that any investments made by Food for Good shall be with registered Financial Institutions;

7.1.5 work in collaboration with other organisations and affiliate to organisations with the same or similar objectives; and

7.1.6 accept donations made to Food for Good and retain them in the form in which they are
received, or sell them and re-invest the proceeds.

7.2 With regard to movable and immovable property and tangible and intangible assets of whatsoever nature, Food for Good, acting through its Executive Committee may:

7.2.1 purchase or acquire property and assets;

7.2.2 maintain, manage, develop, exchange, lease, sell, or in any way deal with the property and assets of Food for Good;

7.2.3 donate or transfer the property and assets of Food for Good to organisations with the same or similar objectives and the same exemptions from taxes and duties to those of Food for Good;

7.2.4 borrow and use the property or assets of Food for Good as security for borrowing; and

7.2.5 guarantee the performance of contracts or obligations of any person mandated to act on behalf of Food for Good and which further the objectives of Food for Good.

8. Membership

8.1 Membership is open to individuals or groups with similar interests and goals as Food for Good (eg. *4 Purpose* and *5. Objectives*).

8.2 Specifics of criteria for Membership will be decided by the Executive Committee at their discretion.

8.3 Application and resignation of membership must be in writing.

8.4 The Executive Committee may, by resolution at a duly convened meeting of the Executive Committee, at its discretion, refuse admission to any person or association that has breached the Code of Conduct of Food for Good or is found to be in contravention of the conditions of membership, and whose membership would, in the opinion of the Executive Committee, bring Food for Good into disrepute. Compelling evidence shall be presented and a unanimous vote will be required to reject admission on these grounds.

8.5 No membership fees are payable until such time as circumstances change and the Board decides otherwise.

9. Executive Committee

Powers of the Executive Committee
9.1 The affairs of Food for Good shall be controlled and managed by the Executive Committee, which shall exercise all the management and executive powers that are normally vested in a Board of Directors of a Company, subject to the terms of this Constitution and to the resolutions of the Food for Good Board.

9.2 The Executive Committee shall exercise sound corporate governance in the administration of the affairs of Food for Good.

9.3 The Executive Committee may appoint a Chief Executive Officer and other employees as it may consider necessary and upon such terms and conditions as it may consider appropriate.

9.4 The Executive Committee may investigate any complaint and shall investigate any formal grievance lodged in terms of its policies.

Members of the Executive Committee
9.5 The founders of Food for Good will be the initial members of the Executive Committee.

9.6 Executive Committee membership is voluntary.

9.7 New Executive Committee members are appointed by the Board

9.8 Nominations for new Executive Committee members may be submitted by any associated or affiliated member, and Executive Committee, and by the Board.

9.9 Nominations, seconded by one other member, must be submitted in writing, following the requirements of *11. Board Meetings*.

9.10 The Board, or a duly appointed panel consisting of at least three (3) members, may request and hold interviews with candidates.

9.11 Election of new Executive Committee members must be done by ballot, or by show of hands, as decided by the Board.

9.12 A successful candidate requires a two-thirds (2/3) majority of the Board.

9.13 In case of resigning as member of the Executive Committee, the resigning member may nominate a replacement for his/her position.

9.14 The Board will accept or reject the nominee, and may make their own appointment.

Composition of the Executive Committee
9.15 The Executive Committee shall comprise at least three (3) but not more than seven (7) voting members.

9.16 The Executive Committee shall comprise at minimum of a Chair, Vice Chair, and Secretary / Treasurer.

9.17 The Executive Committee may co-opt additional non-voting members for such a period as the Executive Committee considers appropriate.

Rights
9.18 Membership of the Executive Committee is voluntary and not remunerable, except in cases where funding is earmarked for remuneration.

Chair of the Executive Committee
9.19 The founder will be the initial Chair of the Executive Committee.

9.20 The position of the Chair is voluntary and not remunerable, except in cases where funding is earmarked for remuneration.

9.21 A new Chair is appointed by the Board with a two-thirds (2/3) majority vote.

9.22 Nominations for a new Chair may be submitted by any associated or affiliated member, the serving Chair, (as per 9.13, 9.14), Executive Committee members, and by the Board.

9.23 Nominations, seconded by one other member, must be submitted in writing, following the requirements of *11. Board Meetings*.

Meetings of the Executive Committee
9.24 Standard Executive Committee Meetings shall be held on a monthly basis.

9.25 Any Executive Committee member shall be entitled to place items on the Agenda on provision of Clauses 9.33 and 9.34

9.26 Operational and Task Team meetings are *ad hoc*. Minutes must be kept in accordance with 9.30, 9.31 and 9.32.

Quorum
9.27 Executive Committee Meetings may be held online.

9.28 A quorum constituting an Executive Committee Meeting of Food for Good shall be at least two thirds of all the Executive Committee members.

9.29 In case a scheduled meeting cannot be held due to unforeseen circumstances, a new date should be set within the shortest possible time suitable to all members.

Minutes
9.30 Formal Minutes, including a record of attendance, shall be kept of the proceedings of all Executive Committee Meetings.

9.31 The Executive Committee may, at its discretion, make an audio recording of the proceedings of any meeting of the association to support the taking of minutes.

9.32 Upon adoption, the Minutes shall be signed by the Chair of the Executive Committee, and shall be made available to all members within two weeks after the meeting.

Notices
9.33 Notice of all meetings provided for in this Constitution, shall be delivered electronically to the most recent electronic address provided by members to Food for Good, or in any other manner as the Executive Committee may determine.

9.34 Food for Good shall not be liable, nor will proceedings of any meeting be invalidated, should members not receive notices either because they have not kept Food for Good informed of updated contact details, or because of any other circumstance beyond the control of Food for Good.

Resolutions and Voting
9.35 At all Executive Committee Meetings, a resolution put to the vote shall be decided by means of a show of hands or by ballot. A vote by ballot shall be held only if so determined by a majority votes of two-thirds.

9.36 Each member shall be entitled to one vote.

9.37 Resolutions shall be decided by a majority of votes.

Election of Members of the Executive Committee
9.38 New members of the Executive Committee can be nominated by any member, Board member, or Executive Committee member.

9.39 Nominees for Executive Committee membership must be approved by the Board.

9.40 Should the Board not be able to resolve the appointment of nominees, the founding members of Food for Good need to be consulted and their vote will be final.

9.41 Executive Committee membership is continuous and ceases under these conditions:

9.41.1 An Executive Committee member may resign

9.41.2 An Executive Committee member may be replaced with a two-third majority vote
9.41.3 The Board may vote to remove a member.

10. The Board

10.1 The Board shall comprise at least five (5) but not more than seven (7) voting members.

10.2 The Board shall always consist of at least one Non-Executive member more than the number of Executive members on the Board.

10.3 The positions of both Executive Committee and Non-executive members are voluntary and non-remunable, except in cases where funding is earmarked for remuneration.

Board member appointment
10.4 Initial Board members are invited and appointed by founding members.

10.5 Nominations for new Board members may be submitted by any associated or affiliated member, and the Executive Committee.

10.6 New Board members are elected by majority of all members.

10.7 Nominations, seconded by one other member, must be submitted in writing, following the requirements of *11. Board Meetings*.

10.8 The existing Board, or a duly appointed panel consisting of at least three (3) members, may request and hold interviews with candidates.

10.9 Election of new Board members must be done by ballot, or by show of hands, as decided by the members.

10.10 A successful candidate requires a two-thirds (2/3) majority of the Board.

11. Board Meetings

11.1 Board Meetings shall be held annually within at most two months after the financial year-end (Clause 12.9).

11.2 A Special Board Meeting may be called at any time by the Executive Committee with fair and reasonable notice given to each Board member.

11.3 Board Meetings shall be convened by the Chair of the Board with no less than four weeks prior written notice to all members entitled to attend the meeting. This notice shall state the date, time and place of the meeting and the business to be transacted at the meeting.

11.4 If all Board members acknowledge receipt of the notice, are present at the meeting, or waive notice of the meeting, the meeting may proceed even if sufficient notice was not given.

11.5 The business of Board Meetings shall include:

11.5.1 consideration and adoption the Minutes of the previous Board Meeting

11.5.2 the presentation and adoption of the Annual Report of the Chair;

11.5.3 the consideration of the Financial Statements;

11.5.4 the replacement of members of the Executive Committee

11.5.5 other matters as may be considered appropriate by the Board.

11.6 Any Board member shall be entitled to place items on the Agenda on provision of Clauses 11.3, and 11.7.

11.7 Agenda items should take the form of clear proposals. Any member (or duly delegated person) placing a proposal on the Agenda shall be present at the Board Meeting to formally present the item.

11.8 The final agenda of the meeting, together with draft Minutes for consideration at the annual Board Meeting, shall be circulated to members not less than one week prior to the annual Board Meeting.

11.9 All documentation related to points to be discussed must be received by the Executive Committee at least two weeks prior to the annual Board Meeting. Such documentation shall serve as addenda to the Agenda.

Quorum
11.10 Board Meetings may be held online.

11.11 A quorum constituting a Board Meeting of Food for Good shall be at least two thirds of all the Board members.

11.12 In case a scheduled meeting cannot be held due to unforeseen circumstances, a new date should be set within the shortest possible time suitable to all members.

Resolutions and Voting
11.13 At all Board Meetings, a resolution put to the vote shall be decided by means of a show of hands or by ballot. A vote by ballot shall be held only if so determined by the Chair of the Board.

11.14 Each member shall be entitled to one vote.

11.15 Resolutions shall be decided by a majority of votes.

Special Board Meetings
11.16 Special Board Meetings of Food for Good may be convened by the Board as deemed necessary by resolution; or by the Chair; or upon request to the Board by at least one quarter (1/4) of the members of Food for Good.

11.17 Any Board Meeting other than annual Board Meetings shall be convened on at least fourteen (14) day's written notice to all members (with the exception of *14. Amendments to the Constitution*). The notice shall state the date, time and place of the meeting and the

business to be transacted. The Special Board Meeting shall only deal with those matters for which it has been convened.

11.18 In the case of Special Board Meetings the Agenda and relevant additional documents must be available to the Executive Committee for distribution to Board members at least seven days before the meeting.

Minutes
11.19 Formal Minutes, including a record of attendance, shall be kept of the proceedings of all Board Meetings.

11.20 The Executive committee may, at its discretion, make an audio recording of the proceedings of any meeting of the association to support the taking of minutes.

11.21 Upon adoption, the Minutes shall be signed by the Chair of the Board, and shall be made available to all members within two weeks after the meeting.

Notices
11.22 Notice of all meetings provided for in this Constitution, shall be delivered electronically to the most recent electronic address provided by members to Food for Good, or in any other manner as the Board may determine.

11.23 Food for Good shall not be liable, nor will proceedings of any meeting be invalidated, should members not receive notices either because they have not kept Food for Good informed of updated contact details, or because of any other circumstance beyond the control of Food for Good.

Election of Members of the Board
11.24 The members of the Board under this Constitution shall be those listed in the List Of Board members.

11.25 New members of the Board can be nominated by any Board member.

11.26 Nominees for Board membership must be approved by an existing Board.

11.27 Should the Board not be able to resolve the appointment of nominees, the founding members of Food for Good need to be consulted and their vote will be final.

11.28 Board membership is continuous and ceases under these conditions:

11.27.1 A Board member may resign

11.27.2 A Board member may be replaced with a two-third majority vote

12. Financial matters

12.1 The Executive Committee shall establish appropriate financial controls and procedures to safeguard the finance and assets of Food for Good.

Bank Account
12.2 The Executive Committee shall open and maintain a bank account in the name of Food for Good with a registered financial institution.

12.3 The Executive Committee shall ensure that all monies received by Food for Good are deposited in the above-mentioned bank account as soon as possible after receipt.

12.4 A minimum of two signatories is required to establish and maintain Food for Good's bank account.

12.5 All cheques, promissory notes and other documents requiring signature on behalf of Food for Good shall be signed by two (2) of the Executive Committee members. The second signature may be obtained by methods as stated in 12.6 and 12.7.

12.6 All payments (including types of electronic or online) must be supported by source documents and include authorization in compliance with sound accounting practices and conform to such limits as may be stipulated annually by resolution of the Executive Committee.

12.7 Electronic payments such as online purchases must also be pre-approved by the second signatory, in which case an electronic message (such as email or SMS) endorsing the transaction will be regarded as valid.

12.8 Regular operating expenses, or payments in terms of a budget previously approved by the Board, shall be cross-referenced to the minutes where such expenditure was approved, and signed by the Treasurer.

Financial Records
12.9 Food for Good's financial year-end shall be the last day of February.

12.10 The Executive Committee shall keep, or cause to be kept, books of account concerning all transactions and affairs entered into by them in connection with Food for Good,
including but not limited to:

12.10.1 records showing the assets and liabilities of Food for Good;

1310.2 a register of fixed assets showing the respective dates of acquisition and the cost thereof, if any, the respective dates of any disposals and the considerations received in respect thereof;

12.10.3 full accounting records updated at least monthly.

12.11 A bank statement, trial balance and draft income statement shall be tabled at every meeting of the Board.

12.12 Food for Good shall not be required, unless so decided by the Board, to have the accounts of Food for Good audited regularly or at all; but should it become a legal requirement for Food for Good to be audited, the Board shall at its discretion appoint an auditor.

12.13 In the event that an auditor is not appointed, the Annual Financial Statements of Food for Good shall be reviewed by a registered Accountant.

13. Annual Narrative Report and Financial Statements

13.1 The Executive Committee shall ensure that Food for Good prepares an annual narrative report covering the activities of Food for Good, and an Annual Financial Statement for each financial year. The Annual Financial Statements shall conform with generally accepted accounting principles and shall include a statement of income and expenditure and a balance sheet of assets and liabilities.

13.2 Within forty (40) days of the end of the financial year, the Executive Committee shall ensure that:

13.2.1 the financial statements are submitted to a registered Accountant to examine and certify that the annual financial statements are consistent with the financial records of Food for Good; and

13.2.2 that its accounting policies are appropriate and have been appropriately applied in the preparation of its financial statements.

13.3 The Annual Narrative Report shall be presented by the Chair, and the Annual Financial Statements shall be presented by the Treasurer or its delegate.

14. Amendments to the Constitution

14.1 Should the Board propose an amendment, or receive a proposal to amend this Constitution which does not deal with contentious matters, such a proposal may be put to the vote at a Board Meeting or a Special Board Meeting with the exception of timelines and deadlines stated in Clause 11.17, and on condition that:

14.1.1 any resolution affecting such amendment is clearly motivated and reaches the Board Secretary at least six weeks prior to a Board Meeting or Special Board Meeting;

14.1.2 all Board members are notified of the wording of the proposed amendment at least four weeks prior to the set Board Meeting or Special Meeting at which it is to be considered;
and

14.1.3 such amendments are approved by at least two-thirds of the members who are present, in person or by proxy at that meeting.

14.2 Any proposals affecting such amendment shall be clearly motivated and voting papers drawn up in such a way that it is quite clear to any voter that:

14.2.1 the member votes for or against the proposed amendment;

14.2.2 the voting paper shall be returned to the polling officers on or before a specific date; and in the event of these conditions not being complied with, the voting paper shall be deemed invalid.

15. Indemnity

15.1 Subject to the provisions of relevant statutes, members of the Board and other officers of Food for Good shall be indemnified by Food for Good for all acts done by them on its

behalf, in good faith and in accordance with Food for Good's policies and procedures. In such cases Food for Good shall pay costs and expenses incurred, or for which it becomes liable as a result of any contract entered into, or act done, by its office bearers and officials in the discharge of their duties on behalf of Food for Good.

15.2 Subject to the provisions of any relevant statutes, no member of the Board and or other officers of Food for Good shall be liable for the acts, receipts, neglects or defaults of any other member or office bearer, or for any loss, damage or expense suffered by Food for Good, which occurs in the execution of the duties of his/her office, unless it arises as a result of her dishonesty, or failure to exercise the degree of care, diligence and skill required by law.

16. Dispute resolution

16.1 In the event of a serious disagreement between the members of the Board and/or the Executive Committee regarding the interpretation of this Constitution, any two (2) Board members or any two (2) members of the Executive Committee shall be entitled to declare a dispute. Such declaration shall be in writing, shall state the issue in dispute, and be addressed to the Chair of the Board.

16.2 The Board shall consider such declaration within two (2) weeks of receiving it. Should the Board not be able to resolve the dispute to the satisfaction of the persons declaring it, the dispute may be referred first for mediation and if not resolved, for arbitration.

Mediation
16.3 Should the dispute be referred to a mediator, the persons declaring the dispute and the Board are required to agree on a suitable mediator and to the costs of such mediation. A mediator may recommend an appropriate resolution of the dispute.

Arbitration
16.4 In the absence of agreement regarding a mediator or should mediation not resolve the dispute, the dispute may be referred for arbitration. The arbitrator shall be such suitably qualified person as the persons declaring the dispute and the Board may mutually agree.

16.5 In case the Board cannot come to an agreement for appointing an arbitrator, each of the parties shall be entitled to nominate one arbitrator, who shall act jointly with a third person to be nominated jointly by the respective nominees of the parties; on the basis that a majority decision of the appointed arbitrators shall be final and binding.

16.6 The arbitrator(s) shall have the power to determine the procedure to be adopted subject to principles of natural justice. The arbitrator(s) may base the decision not only upon the applicable law but also upon the principles of equity and fairness. The persons declaring the dispute shall be liable for the costs of the arbitration unless the arbitrator(s) decide(s) which party shall be liable for the costs or apportions the costs.
16.7 The decision of the arbitrator(s) shall be final and binding upon all parties.

17. Dissolution of the Association

17.1 Should the need arise to consider the dissolution of Food for Good, a Special Meeting of the Board shall be called. Notification of the venue and date thereof shall be sent to every Board member not less than thirty days before such a special meeting.

17.2 Notwithstanding any other stipulation in this Constitution, the Board members present at such a special meeting shall constitute a quorum. If this meeting is conducted by post, the number of voting papers returned by Board members before or on the thirtieth (30th) day after mailing the voting papers to them, shall constitute a quorum. A resolution to proceed with the dissolution of Food for Good shall be valid if passed by not less than two-thirds of such a quorum.

17.3 Notification of such a decision to proceed with the dissolution of Food for Good shall be sent to every associate or affiliate in good standing not later than fourteen days after the decision of the Board has been taken. This notification shall contain:

17.4.1 the exact wording of the decision taken by the Board;

17.4.2 a summary of the reasons for the decision taken by the Board;

17.4.3 a statement explaining the debts and liabilities of Food for Good as well as the assets and the value thereof;

17.4.4 alternative suggestions on how any assets which might remain after payment of all debts and liabilities shall be disposed of;

17.4.5 a voting paper drawn up in such a way that it is quite clear that the voter:

17.4.5.1 may vote for or against the dissolution of Food for Good;

17.4.5.2 may vote for or against the suggestions on how any remaining assets may be disposed of, subject to clause 10 of this Constitution and any applicable legislation;

17.4.6 must return the voting paper no later than thirty days (30) after the date on which the notification of the decision taken by the Board was posted to each member in good standing.

17.4.7 Any voting paper will be declared invalid in the event of any of the above stipulations not being complied with.

17.4 Notwithstanding any other stipulation in this Constitution, the number of voting papers returned before or on the date specified shall be considered to represent a quorum of the voters and a resolution to dissolve Food for Good shall be valid only if passed by not less than two-thirds (2/3) of the votes received. Any remaining assets of Food for Good shall be disposed of in such a manner as may be determined by a majority of the votes received.

* * *

This Constitution was adopted by a Meeting of the founding members of Food for Good at Tulbagh on 11 March 2024.

Signed

Pantry Partners
Constitution

1. Preamble
2. Name
3. Definitions
4. Purpose
5. Objectives
6. Legal Status
7. Powers of the Association
8. Membership
9. Executive Committee
10. The Board
11. Board Meetings
12. Financial matters
13. Annual Narrative Report and Financial Statements
14. Amendments to the Constitution
15. Indemnity
16. Dispute resolution
17. Dissolution of the Association

1. Preamble

A large proportion of the Tulbagh population lives under the poverty line. There are many informal and private efforts to help the poor with soup kitchens, and most of these are funded from the pockets of the soup kitchens themselves.

Tulbagh is also known as the valley of abundance due to its prominent agricultural activities, especially fruits. Many fruits are exported in the fruit-fly management area. Farmers often do not know what to do with excess fruit, which is often buried or thrown away.

In view of this poverty and no adequate or sustainable management of products that could be used to feed those who need food, Pantry Partners was founded to serve as a formal foodbank for the community.

2. Name

The Association established in terms of this Constitution shall be known as the Pantry Partners.

3. Definitions

In this Constitution unless inconsistent with, or otherwise indicated by the context, terms are defined as follows:

3.1 Clause headings have been inserted for means of reference and are not to be used for the interpretation of the Constitution;

3.2 The word "discretion" shall mean sole, absolute and unfettered discretion of the person or persons to whom such discretion is granted;

3.3 "in writing" shall mean written, printed or digital, or partly one and partly the other, and other modes of representing or reproducing words in a clear communication form;

3.4 "Tulbagh Valley" shall refer to the geographical area roughly within boundaries as follows:

- Western boundary: Obiqua mountains
- Northern boundary: Groot Winterhoek Mountains
- Eastern boundary: Witzenberg mountains
- South boundary: roughly at the valley junction with Bainskloof

3.5 A "Special Board Meeting" is any Board Meeting in addition to the specified annual Board Meeting.

3.6 Appendices do not form part of the Constitution and serve an explanatory and elucidatory purpose, and unless otherwise stipulated, may be amended by a simple majority of members present or represented by proxy at a general meeting of Pantry Partners.

4. Purpose

The purpose of Pantry Partners is to procure, manage and distribute food for the benefit of the underprivileged community of Tulbagh Valley.

5. Objectives

5.1 Pantry Partners is a voluntary, non-profit organisation established for the primary objective of procuring, managing and distributing food for the benefit of the underprivileged community of Tulbagh Valley.

5.2 Pantry Partners will engage with all stakeholders which include, but not limited to, national, provincial and local government, foodbanks, soup kitchens, the agricultural community, corporations, businesses and other organisations to meet its purpose

5.3 To cooperate with the entities listed in 5.2, as well as other organisations that promote similar community initiatives and efforts

6. Legal Status

6.1 Pantry Partners is an incorporated association with its own legal identity which is separate from its individual members. Pantry Partners shall continue to exist even if the members change.

6.2 Any income and property of Pantry Partners shall be used solely for the promotion of its stated objectives.

6.3 Members and the office-bearers shall have no rights to the property or other assets of Pantry Partners by virtue of their being members or office-bearers.

6.4 No portion of the income or property of Pantry Partners shall be paid or distributed directly or indirectly to any person (otherwise than in the ordinary course of undertaking any public benefit activity) or to any member of Pantry Partners or Board, except for:

6.4.1 reasonable compensation for services actually rendered to Pantry Partners; and

6.4.2 reimbursement of actual costs or expenses reasonably incurred on behalf of Pantry Partners.

6.4.3 Upon the dissolution of Pantry Partners, after all debts and commitments have been settled, any remaining assets shall not be paid to or distributed amongst members, but shall be transferred by donation to some other non-profit organisation which the Board considers appropriate and which has objectives the same or similar to the objectives of Pantry Partners, in compliance with the applicable legislation and in accordance with the process of dissolution of Pantry Partners as set out in Clause 17 of this Constitution.

6.5 Pantry Partners may apply to the Commissioner for the South African Revenue Service for exemption from taxes and duties as a Public Benefit Organization. In such case, compliance with the provisions of the Income Tax Act, 1962 (Act 58 of 1962 as amended) shall bind Pantry Partners and qualify this Constitution.

7. Powers of the Association

7.1 Pantry Partners, acting through its Executive Committee, shall have all the powers necessary for it to carry out its stated objectives effectively. Such powers shall include, but not be limited to the following general investment and administrative powers:

7.1.1 employ staff and hire professional and other services;

7.1.2 institute or defend any legal or arbitration proceedings and to settle any claims made by or against Pantry Partners;

7.1.3 open and operate accounts with registered financial institutions;

7.1.4 make and vary investments and re-invest the proceeds of such investments on condition that any investments made by Pantry Partners shall be with registered Financial Institutions;

7.1.5 work in collaboration with other organisations and affiliate to organisations with the same or similar objectives; and

7.1.6 accept donations made to Pantry Partners and retain them in the form in which they are
received, or sell them and re-invest the proceeds.

7.2 With regard to movable and immovable property and tangible and intangible assets of whatsoever nature, Pantry Partners, acting through its Executive Committee may:

7.2.1 purchase or acquire property and assets;

7.2.2 maintain, manage, develop, exchange, lease, sell, or in any way deal with the property and assets of Pantry Partners;

7.2.3 donate or transfer the property and assets of Pantry Partners to organisations with the same or similar objectives and the same exemptions from taxes and duties to those of Pantry Partners;

7.2.4 borrow and use the property or assets of Pantry Partners as security for borrowing; and

7.2.5 guarantee the performance of contracts or obligations of any person mandated to act on behalf of Pantry Partners and which further the objectives of Pantry Partners.

8. Membership

8.1 Membership is open to individuals or groups with similar interests and goals as Pantry Partners (eg. *4 Purpose* and *5. Objectives*).

8.2 Specifics of criteria for Membership will be decided by the Executive Committee at their discretion.

8.3 Application and resignation of membership must be in writing.

8.4 The Executive Committee may, by resolution at a duly convened meeting of the Executive Committee, at its discretion, refuse admission to any person or association that has breached the Code of Conduct of Pantry Partners or is found to be in contravention of the conditions of membership, and whose membership would, in the opinion of the Executive Committee, bring Pantry Partners into disrepute. Compelling evidence shall be presented and a unanimous vote will be required to reject admission on these grounds.

8.5 No membership fees are payable until such time as circumstances change and the Board decides otherwise.

9. Executive Committee

Powers of the Executive Committee
9.1 The affairs of Pantry Partners shall be controlled and managed by the Executive Committee, which shall exercise all the management and executive powers that are normally vested in a Board of Directors of a Company, subject to the terms of this Constitution and to the resolutions of the Pantry Partners Board.

9.2 The Executive Committee shall exercise sound corporate governance in the administration of the affairs of Pantry Partners.

9.3 The Executive Committee may appoint a Chief Executive Officer and other employees as it may consider necessary and upon such terms and conditions as it may consider appropriate.

9.4 The Executive Committee may investigate any complaint and shall investigate any formal grievance lodged in terms of its policies.

Members of the Executive Committee
9.5 The founders of Pantry Partners will be the initial members of the Executive Committee.

9.6 Executive Committee membership is voluntary.

9.7 New Executive Committee members are appointed by the Board

9.8 Nominations for new Executive Committee members may be submitted by any associated or affiliated member, and Executive Committee, and by the Board.

9.9 Nominations, seconded by one other member, must be submitted in writing, following the requirements of *11. Board Meetings*.

9.10 The Board, or a duly appointed panel consisting of at least three (3) members, may request and hold interviews with candidates.

9.11 Election of new Executive Committee members must be done by ballot, or by show of hands, as decided by the Board.

9.12 A successful candidate requires a two-thirds (2/3) majority of the Board.

9.13 In case of resigning as member of the Executive Committee, the resigning member may nominate a replacement for his/her position.

9.14 The Board will accept or reject the nominee, and may make their own appointment.

Composition of the Executive Committee
9.15 The Executive Committee shall comprise at least three (3) but not more than seven (7) voting members.

9.16 The Executive Committee shall comprise at minimum of a Chair, Vice Chair, and Secretary / Treasurer.

9.17 The Executive Committee may co-opt additional non-voting members for such a period as the Executive Committee considers appropriate.

Rights
9.18 Membership of the Executive Committee is voluntary and not remunerable, except in cases where funding is earmarked for remuneration.

Chair of the Executive Committee
9.19 The founder will be the initial Chair of the Executive Committee.

9.20 The position of the Chair is voluntary and not remunerable, except in cases where funding is earmarked for remuneration.

9.21 A new Chair is appointed by the Board with a two-thirds (2/3) majority vote.

9.22 Nominations for a new Chair may be submitted by any associated or affiliated member, the serving Chair, (as per 9.13, 9.14), Executive Committee members, and by the Board.

9.23 Nominations, seconded by one other member, must be submitted in writing, following the requirements of *11. Board Meetings*.

Meetings of the Executive Committee
9.24 Standard Executive Committee Meetings shall be held on a monthly basis.

9.25 Any Executive Committee member shall be entitled to place items on the Agenda on provision of Clauses 9.33 and 9.34

9.26 Operational and Task Team meetings are *ad hoc*. Minutes must be kept in accordance with 9.30, 9.31 and 9.32.

Quorum
9.27 Executive Committee Meetings may be held online.

9.28 A quorum constituting an Executive Committee Meeting of Pantry Partners shall be at least two thirds of all the Executive Committee members.

9.29 In case a scheduled meeting cannot be held due to unforeseen circumstances, a new date should be set within the shortest possible time suitable to all members.

Minutes
9.30 Formal Minutes, including a record of attendance, shall be kept of the proceedings of all Executive Committee Meetings.

9.31 The Executive Committee may, at its discretion, make an audio recording of the proceedings of any meeting of the association to support the taking of minutes.

9.32 Upon adoption, the Minutes shall be signed by the Chair of the Executive Committee, and shall be made available to all members within two weeks after the meeting.

Notices
9.33 Notice of all meetings provided for in this Constitution, shall be delivered electronically to the most recent electronic address provided by members to Pantry Partners, or in any other manner as the Executive Committee may determine.

9.34 Pantry Partners shall not be liable, nor will proceedings of any meeting be invalidated, should members not receive notices either because they have not kept Pantry Partners informed of updated contact details, or because of any other circumstance beyond the control of Pantry Partners.

Resolutions and Voting
9.35 At all Executive Committee Meetings, a resolution put to the vote shall be decided by means of a show of hands or by ballot. A vote by ballot shall be held only if so determined by a majority votes of two-thirds.

9.36 Each member shall be entitled to one vote.

9.37 Resolutions shall be decided by a majority of votes.

Election of Members of the Executive Committee
9.38 New members of the Executive Committee can be nominated by any member, Board member, or Executive Committee member.

9.39 Nominees for Executive Committee membership must be approved by the Board.

9.40 Should the Board not be able to resolve the appointment of nominees, the founding members of Pantry Partners need to be consulted and their vote will be final.

9.41 Executive Committee membership is continuous and ceases under these conditions:

9.41.1 An Executive Committee member may resign

9.41.2 An Executive Committee member may be replaced with a two-third majority vote
9.41.3 The Board may vote to remove a member.

10. The Board

10.1 The Board shall comprise at least five (5) but not more than seven (7) voting members.

10.2 The Board shall always consist of at least one Non-Executive member more than the number of Executive members on the Board.

10.3 The positions of both Executive Committee and Non-executive members are voluntary and non-remunable, except in cases where funding is earmarked for remuneration.

Board member appointment
10.4 Initial Board members are invited and appointed by founding members.

10.5 Nominations for new Board members may be submitted by any associated or affiliated member, and the Executive Committee.

10.6 New Board members are elected by majority of all members.

10.7 Nominations, seconded by one other member, must be submitted in writing, following the requirements of *11. Board Meetings*.

10.8 The existing Board, or a duly appointed panel consisting of at least three (3) members, may request and hold interviews with candidates.

10.9 Election of new Board members must be done by ballot, or by show of hands, as decided by the members.

10.10 A successful candidate requires a two-thirds (2/3) majority of the Board.

11. Board Meetings

11.1 Board Meetings shall be held annually within at most two months after the financial year-end (Clause 12.9).

11.2 A Special Board Meeting may be called at any time by the Executive Committee with fair and reasonable notice given to each Board member.

11.3 Board Meetings shall be convened by the Chair of the Board with no less than four weeks prior written notice to all members entitled to attend the meeting. This notice shall state the date, time and place of the meeting and the business to be transacted at the meeting.

11.4 If all Board members acknowledge receipt of the notice, are present at the meeting, or waive notice of the meeting, the meeting may proceed even if sufficient notice was not given.

11.5 The business of Board Meetings shall include:

11.5.1 consideration and adoption the Minutes of the previous Board Meeting

11.5.2 the presentation and adoption of the Annual Report of the Chair;

11.5.3 the consideration of the Financial Statements;

11.5.4 the replacement of members of the Executive Committee

11.5.5 other matters as may be considered appropriate by the Board.

11.6 Any Board member shall be entitled to place items on the Agenda on provision of Clauses 11.3, and 11.7.

11.7 Agenda items should take the form of clear proposals. Any member (or duly delegated person) placing a proposal on the Agenda shall be present at the Board Meeting to formally present the item.

11.8 The final agenda of the meeting, together with draft Minutes for consideration at the annual Board Meeting, shall be circulated to members not less than one week prior to the annual Board Meeting.

11.9 All documentation related to points to be discussed must be received by the Executive Committee at least two weeks prior to the annual Board Meeting. Such documentation shall serve as addenda to the Agenda.

Quorum
11.10 Board Meetings may be held online.

11.11 A quorum constituting a Board Meeting of Pantry Partners shall be at least two thirds of all the Board members.

11.12 In case a scheduled meeting cannot be held due to unforeseen circumstances, a new date should be set within the shortest possible time suitable to all members.

Resolutions and Voting
11.13 At all Board Meetings, a resolution put to the vote shall be decided by means of a show of hands or by ballot. A vote by ballot shall be held only if so determined by the Chair of the Board.

11.14 Each member shall be entitled to one vote.

11.15 Resolutions shall be decided by a majority of votes.

Special Board Meetings
11.16 Special Board Meetings of Pantry Partners may be convened by the Board as deemed necessary by resolution; or by the Chair; or upon request to the Board by at least one quarter (1/4) of the members of Pantry Partners.

11.17 Any Board Meeting other than annual Board Meetings shall be convened on at least fourteen (14) day's written notice to all members (with the exception of *14. Amendments to the Constitution*). The notice shall state the date, time and place of the meeting and the business to be transacted. The Special Board Meeting shall only deal with those matters for which it has been convened.

11.18 In the case of Special Board Meetings the Agenda and relevant additional documents must be available to the Executive Committee for distribution to Board members at least seven days before the meeting.

Minutes
11.19 Formal Minutes, including a record of attendance, shall be kept of the proceedings of all Board Meetings.

11.20 The Executive committee may, at its discretion, make an audio recording of the proceedings of any meeting of the association to support the taking of minutes.

11.21 Upon adoption, the Minutes shall be signed by the Chair of the Board, and shall be made available to all members within two weeks after the meeting.

Notices
11.22 Notice of all meetings provided for in this Constitution, shall be delivered electronically to the most recent electronic address provided by members to Pantry Partners, or in any other manner as the Board may determine.

11.23 Pantry Partners shall not be liable, nor will proceedings of any meeting be invalidated, should members not receive notices either because they have not kept Pantry Partners informed of updated contact details, or because of any other circumstance beyond the control of Pantry Partners.

Election of Members of the Board
11.24 The members of the Board under this Constitution shall be those listed in the List Of Board members.

11.25 New members of the Board can be nominated by any Board member.

11.26 Nominees for Board membership must be approved by an existing Board.

11.27 Should the Board not be able to resolve the appointment of nominees, the founding members of Pantry Partners need to be consulted and their vote will be final.

11.28 Board membership is continuous and ceases under these conditions:

11.27.1 A Board member may resign

11.27.2 A Board member may be replaced with a two-third majority vote

12. Financial matters

12.1 The Executive Committee shall establish appropriate financial controls and procedures to safeguard the finance and assets of Pantry Partners.

Bank Account
12.2 The Executive Committee shall open and maintain a bank account in the name of Pantry Partners with a registered financial institution.

12.3 The Executive Committee shall ensure that all monies received by Pantry Partners are deposited in the above-mentioned bank account as soon as possible after receipt.

12.4 A minimum of two signatories is required to establish and maintain Pantry Partners's bank account.

12.5 All cheques, promissory notes and other documents requiring signature on behalf of Pantry Partners shall be signed by two (2) of the Executive Committee members. The second signature may be obtained by methods as stated in 12.6 and 12.7.

12.6 All payments (including types of electronic or online) must be supported by source documents and include authorization in compliance with sound accounting practices and conform to such limits as may be stipulated annually by resolution of the Executive Committee.

12.7 Electronic payments such as online purchases must also be pre-approved by the second signatory, in which case an electronic message (such as email or SMS) endorsing the transaction will be regarded as valid.

12.8 Regular operating expenses, or payments in terms of a budget previously approved by the Board, shall be cross-referenced to the minutes where such expenditure was approved, and signed by the Treasurer.

Financial Records
12.9 Pantry Partners's financial year-end shall be the last day of February.

12.10 The Executive Committee shall keep, or cause to be kept, books of account concerning all transactions and affairs entered into by them in connection with Pantry Partners,
including but not limited to:

12.10.1 records showing the assets and liabilities of Pantry Partners;

1310.2 a register of fixed assets showing the respective dates of acquisition and the cost thereof, if any, the respective dates of any disposals and the considerations received in respect thereof;

12.10.3 full accounting records updated at least monthly.

12.11 A bank statement, trial balance and draft income statement shall be tabled at every meeting of the Board.

12.12 Pantry Partners shall not be required, unless so decided by the Board, to have the accounts of Pantry Partners audited regularly or at all; but should it become a legal requirement for Pantry Partners to be audited, the Board shall at its discretion appoint an auditor.

12.13 In the event that an auditor is not appointed, the Annual Financial Statements of Pantry Partners shall be reviewed by a registered Accountant.

13. Annual Narrative Report and Financial Statements

13.1 The Executive Committee shall ensure that Pantry Partners prepares an annual narrative report covering the activities of Pantry Partners, and an Annual Financial Statement for each financial year. The Annual Financial Statements shall conform with generally accepted accounting principles and shall include a statement of income and expenditure and a balance sheet of assets and liabilities.

13.2 Within forty (40) days of the end of the financial year, the Executive Committee shall ensure that:

13.2.1 the financial statements are submitted to a registered Accountant to examine and certify that the annual financial statements are consistent with the financial records of Pantry Partners; and

13.2.2 that its accounting policies are appropriate and have been appropriately applied in the preparation of its financial statements.

13.3 The Annual Narrative Report shall be presented by the Chair, and the Annual Financial Statements shall be presented by the Treasurer or its delegate.

14. Amendments to the Constitution

14.1 Should the Board propose an amendment, or receive a proposal to amend this Constitution which does not deal with contentious matters, such a proposal may be put to the vote at a Board Meeting or a Special Board Meeting with the exception of timelines and deadlines stated in Clause 11.17, and on condition that:

14.1.1 any resolution affecting such amendment is clearly motivated and reaches the Board Secretary at least six weeks prior to a Board Meeting or Special Board Meeting;

14.1.2 all Board members are notified of the wording of the proposed amendment at least four weeks prior to the set Board Meeting or Special Meeting at which it is to be considered;
and

14.1.3 such amendments are approved by at least two-thirds of the members who are present, in person or by proxy at that meeting.

14.2 Any proposals affecting such amendment shall be clearly motivated and voting papers drawn up in such a way that it is quite clear to any voter that:

14.2.1 the member votes for or against the proposed amendment;

14.2.2 the voting paper shall be returned to the polling officers on or before a specific date; and in the event of these conditions not being complied with, the voting paper shall be deemed invalid.

15. Indemnity

15.1 Subject to the provisions of relevant statutes, members of the Board and other officers of Pantry Partners shall be indemnified by Pantry Partners for all acts done by them on its behalf, in good faith and in accordance with Pantry Partners's policies and procedures. In such cases Pantry Partners shall pay costs and expenses incurred, or for which it becomes liable as a result of any contract entered into, or act done, by its office bearers and officials in the discharge of their duties on behalf of Pantry Partners.

15.2 Subject to the provisions of any relevant statutes, no member of the Board and or other officers of Pantry Partners shall be liable for the acts, receipts, neglects or defaults of any other member or office bearer, or for any loss, damage or expense suffered by Pantry Partners, which occurs in the execution of the duties of his/her office, unless it arises as a result of her dishonesty, or failure to exercise the degree of care, diligence and skill required by law.

16. Dispute resolution

16.1 In the event of a serious disagreement between the members of the Board and/or the Executive Committee regarding the interpretation of this Constitution, any two (2) Board members or any two (2) members of the Executive Committee shall be entitled to declare a dispute. Such declaration shall be in writing, shall state the issue in dispute, and be addressed to the Chair of the Board.

16.2 The Board shall consider such declaration within two (2) weeks of receiving it. Should the Board not be able to resolve the dispute to the satisfaction of the persons declaring it, the dispute may be referred first for mediation and if not resolved, for arbitration.

Mediation
16.3 Should the dispute be referred to a mediator, the persons declaring the dispute and the Board are required to agree on a suitable mediator and to the costs of such mediation. A mediator may recommend an appropriate resolution of the dispute.

Arbitration
16.4 In the absence of agreement regarding a mediator or should mediation not resolve the dispute, the dispute may be referred for arbitration. The arbitrator shall be such suitably qualified person as the persons declaring the dispute and the Board may mutually agree.

16.5 In case the Board cannot come to an agreement for appointing an arbitrator, each of the parties shall be entitled to nominate one arbitrator, who shall act jointly with a third person to be nominated jointly by the respective nominees of the parties; on the basis that a majority decision of the appointed arbitrators shall be final and binding.

16.6 The arbitrator(s) shall have the power to determine the procedure to be adopted subject to principles of natural justice. The arbitrator(s) may base the decision not only upon the applicable law but also upon the principles of equity and fairness. The persons declaring the dispute shall be liable for the costs of the arbitration unless the arbitrator(s) decide(s) which party shall be liable for the costs or apportions the costs.
16.7 The decision of the arbitrator(s) shall be final and binding upon all parties.

17. Dissolution of the Association

17.1 Should the need arise to consider the dissolution of Pantry Partners, a Special Meeting of the Board shall be called. Notification of the venue and date thereof shall be sent to every Board member not less than thirty days before such a special meeting.

17.2 Notwithstanding any other stipulation in this Constitution, the Board members present at such a special meeting shall constitute a quorum. If this meeting is conducted by post, the number of voting papers returned by Board members before or on the thirtieth (30th) day after mailing the voting papers to them, shall constitute a quorum. A resolution to proceed with the dissolution of Pantry Partners shall be valid if passed by not less than two-thirds of such a quorum.

17.3 Notification of such a decision to proceed with the dissolution of Pantry Partners shall be sent to every associate or affiliate in good standing not later than fourteen days after the decision of the Board has been taken. This notification shall contain:

17.4.1 the exact wording of the decision taken by the Board;

17.4.2 a summary of the reasons for the decision taken by the Board;

17.4.3 a statement explaining the debts and liabilities of Pantry Partners as well as the assets and the value thereof;

17.4.4 alternative suggestions on how any assets which might remain after payment of all debts and liabilities shall be disposed of;

17.4.5 a voting paper drawn up in such a way that it is quite clear that the voter:

17.4.5.1 may vote for or against the dissolution of Pantry Partners;

17.4.5.2 may vote for or against the suggestions on how any remaining assets may be disposed of, subject to clause 10 of this Constitution and any applicable legislation;

17.4.6 must return the voting paper no later than thirty days (30) after the date on which the notification of the decision taken by the Board was posted to each member in good standing.

17.4.7 Any voting paper will be declared invalid in the event of any of the above stipulations not being complied with.

17.4 Notwithstanding any other stipulation in this Constitution, the number of voting papers returned before or on the date specified shall be considered to represent a quorum of the voters and a resolution to dissolve Pantry Partners shall be valid only if passed by not less than two-thirds (2/3) of the votes received. Any remaining assets of Pantry Partners shall be disposed of in such a manner as may be determined by a majority of the votes received.

* * *

This Constitution was adopted by a Meeting of the founding members of Pantry Partners at Tulbagh on 14 March 2024.
Signed

Proposal: Witzenville Park

Proposed by Care4Tulbagh

1. The Plan
   1.1 The location
2. Food Garden
3. Public spaces
   3.1 Park furniture
4. Sport and activities
   4.1 Playground
   4.2 Outdoor gym
   4.3 Basket Ball
   4.4 Volley Ball
   4.5 Bike Park
5. The Four Pillars Project
6. References

1. The Plan

This proposal serves as a conceptual plan for the development of public spaces to be used by children, young people, adults and families of Tulbagh, focusing on the poorer section of residents. These spaces will provide activities and objects for leisure and social time. There are presently no such public spaces in Tulbagh, which results in people having to sit on the pavements for socializing. There are also no spaces that provide activities for children and young people. The few existing parks do not offer enough activities.

A public space is a place open and accessible to the public for general use and enjoyment. Such public spaces exist in all developed countries, as well as many developing countries in South America, and Asia.

Photographic examples of how such spaces are used and what kinds of activities are offered are presented.

It must be noted that this conceptual plan is not an actual design plan. It merely illustrates the potential of using the space for the benefit of the community. Neither are the illustrations in the photograph exactly what is envisaged. They serve the purpose of guidelines.

Should this concept be approved, the details will need to be properly designed, while implementation will, due to cost implications, be phased in over several years.

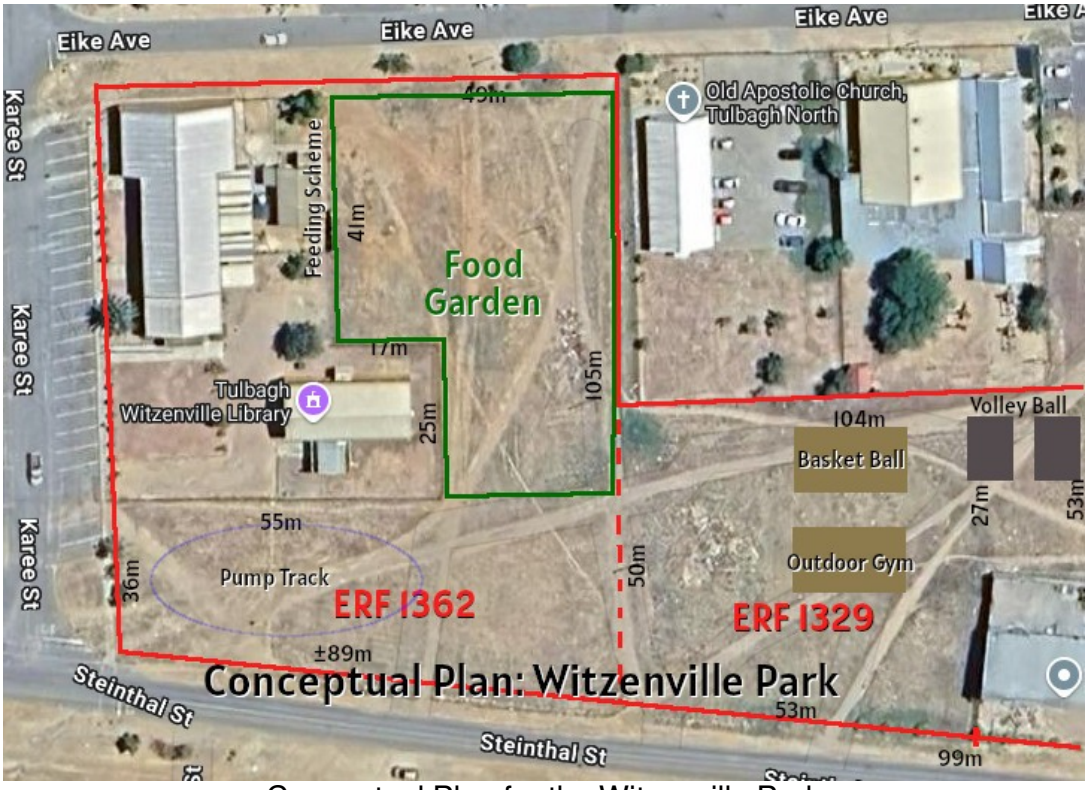
This conceptual plan addresses Activities, which is one aspect of our Four Pillars Project relating to the feeding scheme. Not only hunger needs to be addresses, but the development of personal potential by participating in a variety of activities. See an illustration of the Four Pillars Project on page 16.

1.1 The location

The proposed plan is to turn ERFs 1372 and 1329 adjacent to the Witzenville Community Hall and Library into a public space to be used for various purposes. This area will also include the location of the new consolidated feeding scheme project of Pantry Partners and Food4Good. This space is presently not used at all. It is ideal as the Witzenville Community Hall is already established on a portion of ERF 1362.

The map below is only a very rough concept plan, which needs to be properly designed for details. To get a rough idea of how this space is envisaged, see examples further below of such existing spaces in other parts of the world.

Imagine a park with many shade trees, and park furniture on which people can enjoy the atmosphere while socializing.



Conceptual Plan for the Witzenville Park

2. Food Garden

The Food Garden will be managed by Pantry Partners in support of Food4Good. Here are some examples of successful urban food gardens.


Community Food Garden in Cape Town, using waste plastic for borders.



Food garden in a city

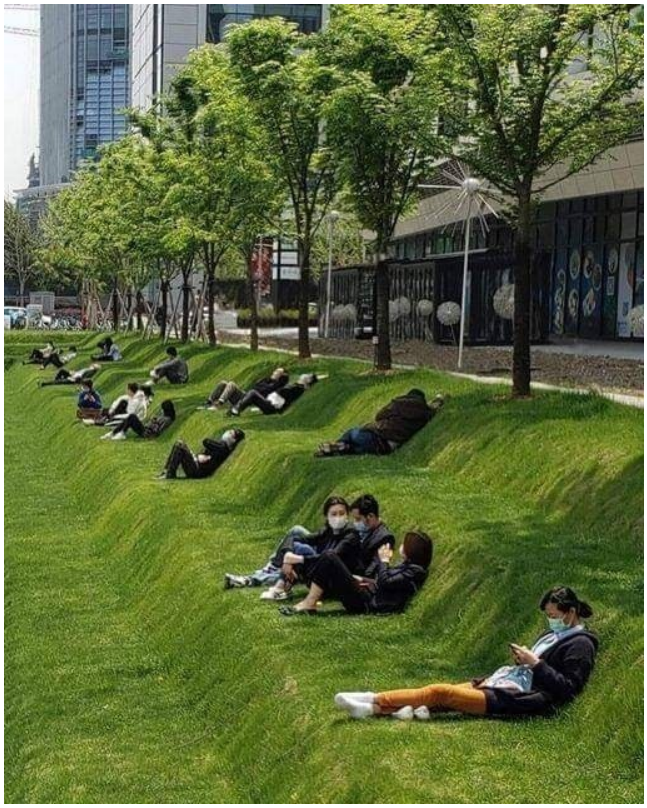


Rooftop urban garden, Regent Park, London, England



Re-purposing a disused, old railway line for an urban food garden in Paris, France

3. Public spaces



Relaxing space in China



Pavement in Europe



Pedestrianising a street as a public space



A multi-purpose park used as a public space.

3.1 Park Furniture

The examples here are made of concrete which is much more vandal-resistant than other materials.
















4. Sport and activities

The specific activities presented here were selected based on their low costs. There is no need for fancy, expensive equipment for playgrounds. Discarded wood, timber and rocks can be used creatively.

4.1 Playground









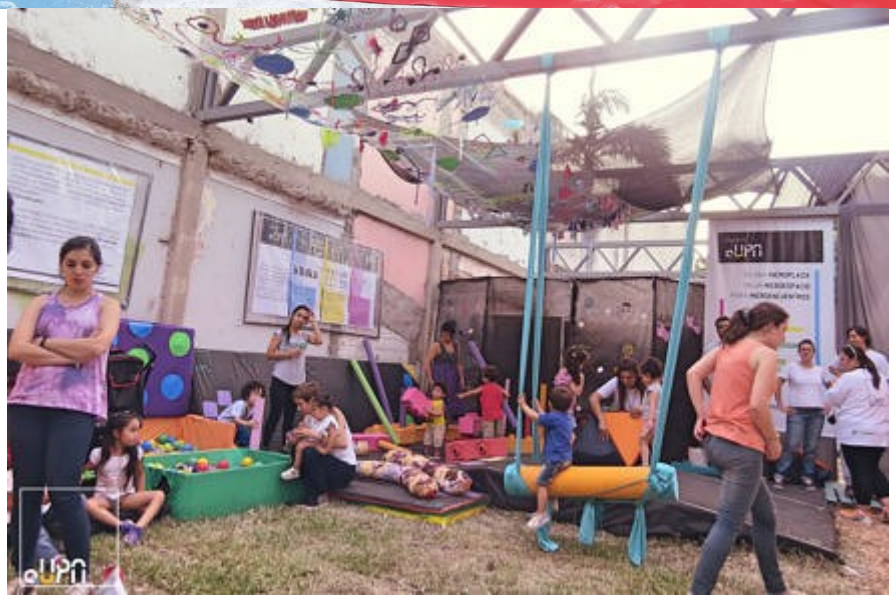












Music objects

These objects in a park are arranged so that groups can make music together and experiment with sounds.













Park in India



An example of a group swing made of timber.

4.2 Outdoor gym



4.3 Basket Ball




Basket Ball

4.4 Volley Ball

Valley Ball can be played on grass or sand.





4.5 Bike Park

The Bike Park track is not only for bikes, but also for skateboards, and non-motorized carts and scooters.



Bike park in Stellenbosch

5. The Four Pillars Project

To put the present conceptual proposal in context, here is an illustration of the plan for community development, which has previously been submitted to the Municipality in relation to the feeding scheme that is presently being implemented.



6. References

Stellenbosch Bike Park: https://specializedstellenboschexperiencecentre.com/bike-park

Contact:
J Steyn
jacques@steyn.pro
083-296-9122

MINISTRY
COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS
REPUBLIC OF SOUTH AFRICA

SOUTH AFRICAN LOCAL GOVERNMENT ASSOCIATION
SALGA
Inspiring service delivery

Reference: 16/1/2/2

JOINT CIRCULAR NO 1 2024
ISSUED BY:

FROM:
MR VELENKOSINI HLABISA, MP: MINISTER OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS; AND

CLLR BHEKI STOFILE, PRESIDENT: SOUTH AFRICAN LOCAL GOVERNMENT ASSOCIATION

TO ALL

EXECUTIVE MAYORS AND MAYORS;
SPEAKERS; AND
MUNICIPAL MANAGERS.

SUBJECT: ADOPTION OF THE CODE FOR ETHICAL LEADERSHIP IN LOCAL GOVERNMENT

1. The Summit on Ethical Leadership in Local Government was convened on 01 March 2024 at Birchwood Hotel and Conference Centre, in Gauteng Province where, amongst others, the Code for Ethical Leadership in Local Government was launched.

2. The Code was developed through the Local Government Ethical Leadership Initiative (LGELI) which is a partnership between The Ethics Institute (TEI), the Department for Cooperative Governance (DCoG), the South African Local Government Association (SALGA), and the Moral Regeneration Movement (MRM). LGELI was established specifically to develop the Code for Ethical Leadership in Local Government as required by the Local Government Anti-Corruption Strategy.

3. A copy of the full version as well as the summary version of the Code is attached for ease of reference. The Code is the outcome of a five-year process that commenced in October 2019.

4. The development process commenced in 2021 with discussion sessions in each of the provinces to better understand the ethical challenges that local government leaders face. Following this, a national survey of local government ethical leadership was conducted in municipalities. This research informed the development of a draft

Code of Ethical Leadership in Local Government. The following year this draft was taken back to the provinces and consulted with both local government leaders and members of civil society. After an Exposure Draft was released for comment in June 2023, comments were incorporated, and the Code was finalised in October 2023.

5. The Code aims to give effect to the spirit of the South African Constitution and create an environment where the existing legislative and regulatory framework can thrive. The Code does not replace the existing legislative and policy provisions, but rather enhances them. The Code applies to both political and administrative municipal leaders.

6. It is different from the Code of Conduct for Councillors, and the Code of Conduct for Municipal Staff Members in that those codes govern personal behaviour, whereas this is a governance code, similar to the King Code for Corporate Governance. As such it gives guidance to local government leaders on how to navigate those issues that have the biggest impact on ethical governance in municipalities to create well governed and effective organisations.

7. For the Code to have impact it must become a prominent feature of municipal discourse. It can only achieve its objective if it is adopted by the municipalities throughout the country, and if municipal leaders implement the principles of the Code consistently.

8. In this regard, as part of setting the tone for an ethical culture, we request that:

    8.1 Municipal Councils adopt the Code for Ethical Leadership in Local Government and send the council resolution to the MEC responsible for local government, DCoG and SALGA; and

    8.2 Municipalities put in place measures to immediately institutionalise the Code at the municipality and the timeframe over which this will take place.

9. It will be appreciated if your response to this request can reach us within sixty (60) days from the date of signature of this Circular.

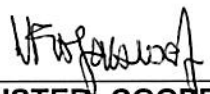
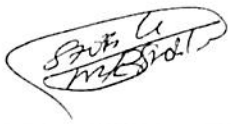
10. Measures to institutionalise the Code may include distributing a copy of the Code to all municipal leaders and placing the code on the website of municipality including the Code on meeting agendas to discuss its practical implementation, and training and awareness will also be key.

11. The Ethics Institute, DCoG and SALGA has provided training on the Code to municipal functionaries commencing June 2024. Further details of the training will be furnished to municipalities through provincial CoGTAs and SALGA.

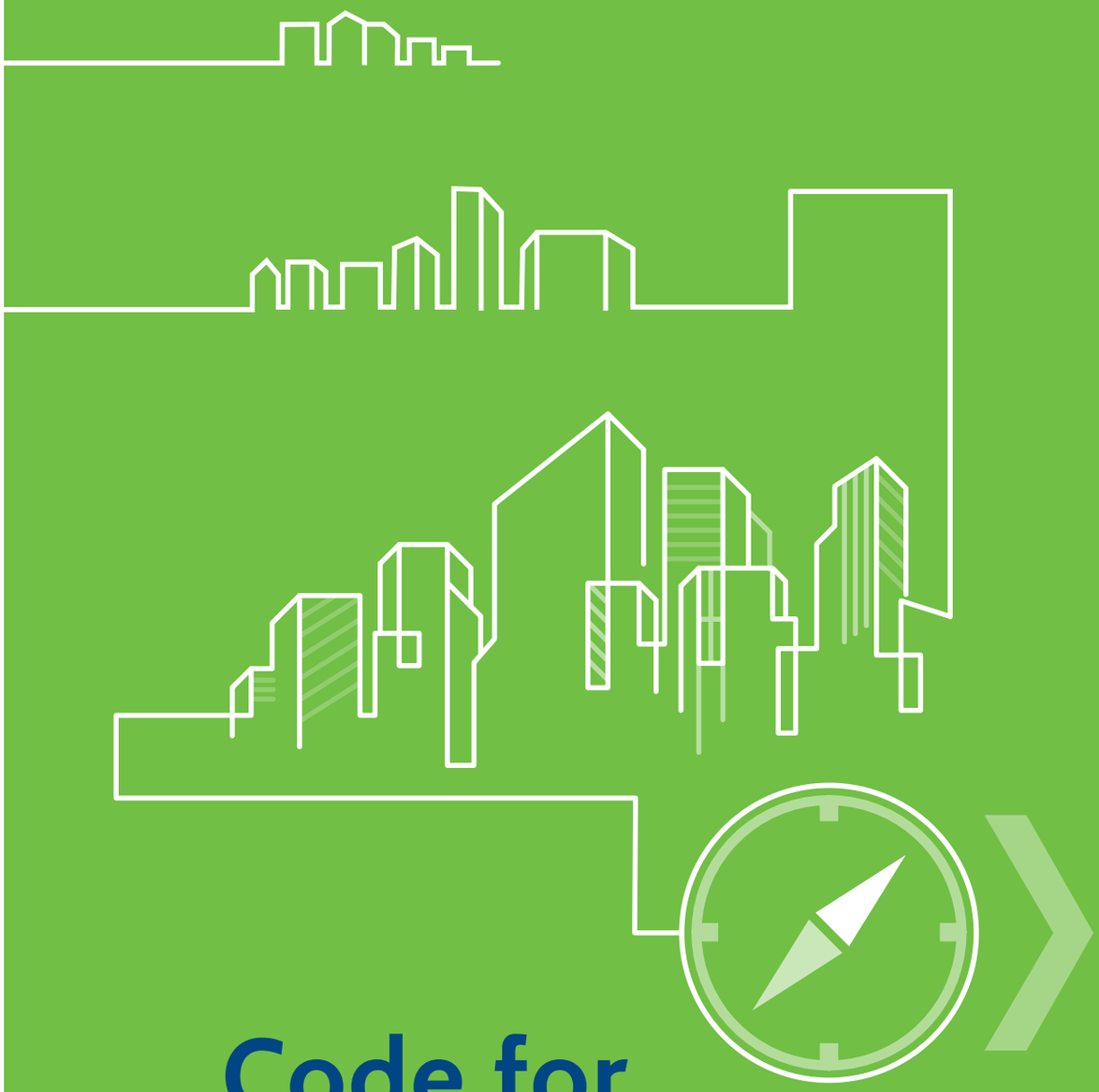
12. Your office is welcome to contact Mr Elphus Ndou, Director: Anti-Corruption on (012) 334 4953 or email: elphusn@cogta.gov.za, or Mr Michael Chauke, Specialist: Inclusive Governance and Councillor Welfare on 0760617598, or email: mchauke@salga.org.za for more information related to this matter.

13. We look forward to our collective journey towards ethical leadership in local government.

With kind regards,

MR VELENKOSINI HLABISA, MP	**CLLR BHEKE STOFILE**
	
MINISTER: COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS	**PRESIDENT: SOUTH AFRICAN LOCAL GOVERNMENT ASSOCIATION**
DATE: 09/10/2024	DATE: 08 August 2024

8.4.2(b)



Code for Ethical Leadership in Local Government

THE ETHICS INSTITUTE

An initiative of The Ethics Institute in partnership with:

cooperative governance
Department:
Cooperative Governance
REPUBLIC OF SOUTH AFRICA

SOUTH AFRICAN LOCAL GOVERNMENT ASSOCIATION
SALGA
Inspiring service delivery

moral regeneration movement



INTELLECTUAL PROPERTY

© This publication is licensed under a Creative Commons Attribution | Non-commercial | No Derivatives 4.0 International License.
2023

Messages of commitment

November 2023

Father Smangaliso Mkhatshwa

Chair of the Local Government Ethical Leadership Initiative (LGELI) advisory committee, and chair of the Moral Regeneration Movement.

The journey to develop the Code for Ethical Leadership in Local Government commenced in earnest in November 2020 when the LGELI Advisory Committee had its first meeting. It was clear that there is a need for a document to guide municipal leaders on building ethical and effective organisations. The Advisory Committee has been steadfast in its position that this should be a moral rather than a legal document. We envisage that this Code will guide conversations on the spirit and practice of ethical leadership in local government, and impact positively on the lives of communities. I wish to thank the members of the Advisory Committee, as well as the Working Group for their dedication to the project.

Ms Thembi Nkadimeng

Minister of CoGTA

The Department of Cooperative Governance fully supports the development of the Code for Ethical Leadership in Local Government. The Code is in line with the strategic objectives of the Local Government Anti-Corruption strategy which puts specific emphasis on ethical leadership. In our view, the Code will contribute towards addressing some of the governance challenges at municipalities, especially the prevalence of unethical conduct by leadership at various levels. The Code was developed through a collaborative effort and there was extensive consultation with all key stakeholders. It is only through collaboration that we can win the fight against corruption and ensure the promotion of ethics in municipalities. Moving forward, it will be key to put measures in place to ensure that the Code is institutionalised in municipalities.

Cllr Bheke Stofile

President of SALGA

For good governance and service delivery to prevail, upholding ethical behaviour by public officials and councillors is fundamental. To improve good governance and work towards realising the goals of the Constitution and the White Paper on Local Government, it is crucial to establish an ethical framework for social and economic growth at the local level.

The Code for Ethical Leadership in Local Government is a vital component of inculcating such a culture of ethical and servant leadership in the sector. As a partner of the Local Government Ethical Leadership Initiative, SALGA is fully committed to drive the implementation of the Code.

Prof Deon Rossouw

CEO of The Ethics Institute

Ethics is the cornerstone of safe, just, and prosperous communities. It is therefore imperative that leaders in local government should lead with personal integrity. However, personal integrity cannot be legislated. It depends on the personal commitment of leaders to put the interest of the communities that they serve before their personal interests. It is our hope that this Code will inspire our local government leaders to serve our local communities in the spirit intended in our Constitution.

Table of contents

Introduction 1

1 Background to the Code 2

2 Purpose 4

3 How does this Code differ from the Municipal Codes of Conduct? 4

4 Who does the Code apply to? 4

5 Will the Code be enforceable? 5

6 Who will promote the Code? 5

7 Acknowledgement to King IV 5

A. Code for Ethical Leadership in Local Government 7

1 Rationale – Key to the Code 8

2 Graphic overview 9

3 OUTCOMES of ethical municipal leadership 10

4 SPIRIT of ethical municipal leadership 11

5 PRINCIPLES of ethical municipal leadership 12

Principle 1 An ethical municipal leader sets the tone for an ethical culture 12

Principle 2 An ethical municipal leader follows a community-centred approach to governance 14

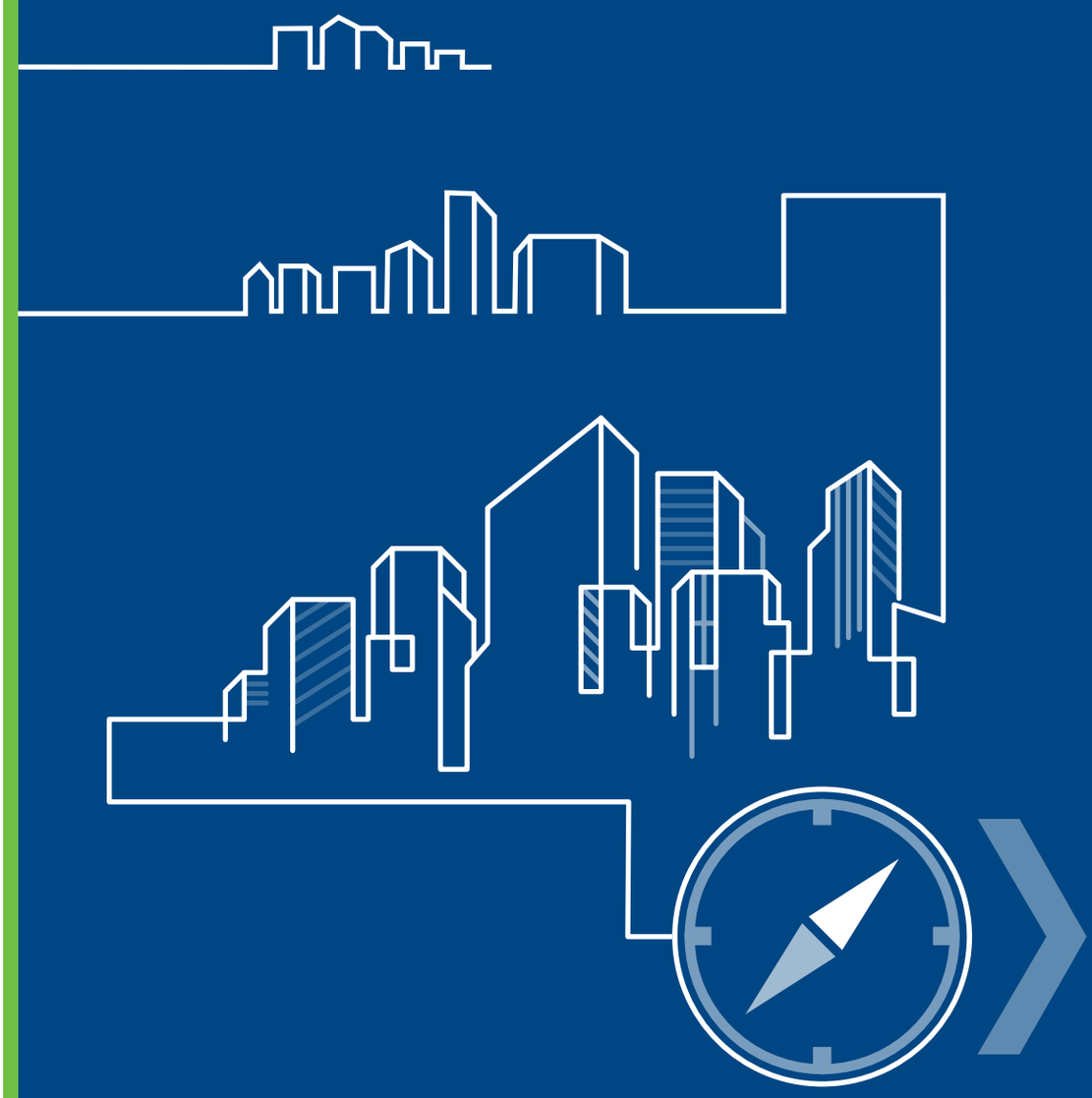
Principle 3 An ethical municipal leader respects the boundary between the political and administrative spheres of the municipality 16

Principle 4 An ethical municipal leader ensures the appointment of staff who have competence and integrity 18

Principle 5 An ethical municipal leader ensures the appropriate level of competence, integrity, and diversity on committees and oversight structures 20

Principle 6 An ethical municipal leader deals fairly and decisively with ethics transgressions and poor performance 21

Principle 7 An ethical municipal leader engages respectfully and constructively with other leaders 23



Introduction

1. Background to the Code

The Constitution of the Republic of South Africa (1996) envisions a local sphere of government that is 'democratic and accountable' and will 'ensure the provision of services to communities in a sustainable manner'.

The White Paper on Local Government (1998) not only sets out the vision for democratic local government, but also envisions the type of political leadership required to achieve that vision – a political leadership which:

- Provides community-wide leadership and vision
- Constantly builds its capacity to make policy judgements
- Is accountable and transparent
- Builds partnerships and coalitions
- Represents the diversity of interests
- Demonstrates value for money

The National Development Plan 2030 envisions a society which has zero tolerance for corruption, with an empowered citizenry who hold leaders to account and 'leaders who act with integrity and have high ethical standards'.

This is taken further in the National Anti-Corruption Strategy 2020-2030 that sets 'ethical leadership' as one of its seven strategic objectives, and envisages an 'ethical, transparent and accountable state, business and civil society sectors in which those in positions of power and authority act with integrity'.

The absolute importance of ethical leadership – specifically in local government – is further elaborated on by the Local Government Anti-Corruption Strategy (2015) which envisions a local government sector where:

- Leadership is unquestionably committed to high ethical standards, service delivery and good governance;
- A sense of openness and accountability defines the relationship with the citizens;
- Robust governance and oversight processes are institutionalised and resourced;
- A professional ethical culture is embedded; and
- Corruption incidents are dealt with justly and decisively.

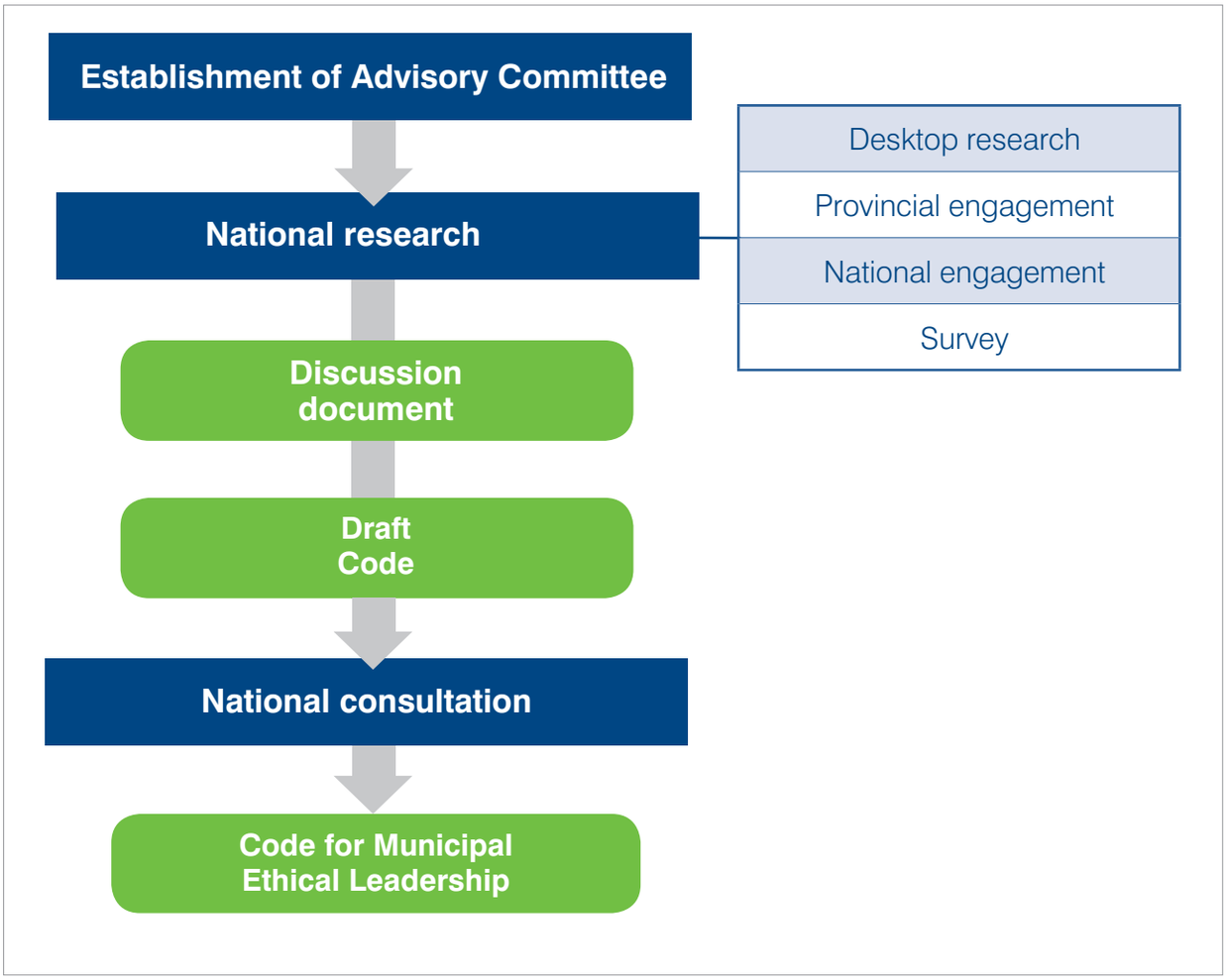
The Local Government Anti-Corruption Strategy goes beyond merely wishing for improved ethical leadership, and sets out a plan for a structured national dialogue to determine 'Values and principles for ethical governance in municipalities'. It stipulates that the process should culminate in a widely consulted document that specifies not only abstract values, but specifically how to operationalise good governance and ethical leadership in practice.

© The Ethics Institute (TEI)

The Local Government Ethical Leadership Initiative (LGELI) was therefore established to give effect to this part of the Local Government Anti-Corruption Strategy. It is a partnership between The Ethics Institute (TEI), the Department for Cooperative Governance (DCoG), the South African Local Government Association (SALGA), and the Moral Regeneration Movement (MRM), and it was set up specifically to develop the *Code for Ethical Leadership in Local Government.*

The Code was developed as part of a five-year project which commenced in 2020. The first year saw the establishment of the LGELI Advisory Committee to guide the project. During 2021, extensive research was conducted in all nine provinces to better understand issues surrounding municipal ethical leadership. From this, a draft code was developed that was taken back to the provinces in 2022 for consultation.

The process is summarised in the graphic below:



2. Purpose

The purpose of the Code is to give guidance to local government leaders on how to navigate those issues that have the biggest impact on ethical governance in municipalities based on the research. There are certain behaviours that are destructive to ethical governance, and should be avoided, and others that are supportive of ethical governance, and should be promoted.

3. How does this Code differ from the Municipal Codes of Conduct?

The Municipal Structures Amendment Act (3 of 2021) sets out the Code of Conduct for Councillors, and the Municipal Systems Act (32 of 2000) sets out the Code of Conduct for Municipal Staff Members.

While these codes contain vital principles of general conduct, they are predominantly a list of *do's and don'ts* that councillors and staff members have to abide by in terms of their personal conduct. As the names say, they are codes of conduct.

While the Code for Ethical Leadership in Local Government contains some elements of personal conduct, it is predominantly about the role that leaders should play to ensure ethical and effective municipalities. So instead of being a code of personal conduct, it is a governance code, similar to the King Code for Corporate Governance. It guides leaders on how to create well-governed and effective organisations.

4. Who does the Code apply to?

The Code sets out principles that should be applied by anybody who finds themselves in a municipal leadership role. At the political level this includes councillors and traditional leaders, and at the administrative level it includes municipal managers and all other managers. The spirit and intent should, however, be filtered down to all municipal officials.

Since the Code guides leaders on the ethical principles required to create healthy organisations, it applies both at the individual and collective levels. Each leader must personally decide to live the spirit and principles of the Code. The outcomes will, however, only be achieved if leaders also live and implement these principles as a collective. For that reason, councils are encouraged to formally adopt the Code through a council resolution.

The Constitution specifies that the municipality consists of three components: the council, the administration and the community. Since the community is included in the definition of a municipality, the Code also sets out how communities can support the spirit and principles of the Code.

There are a host of other role-players, for example, political parties, business, and service providers, who are not necessarily governed by municipal legislation and codes, but who also have a significant impact on the ethical culture in municipalities. These too should be guided by the spirit of the Code.

© The Ethics Institute (TEI)

5. Will the Code be enforceable?

The Code sets out the spirit and intent with which legislation and regulations should be implemented in local government. Neither spirit, nor intent can be legally enforced. Instead, it requires personal commitment. Leaders will either choose to abide by the Code, or they will not.

For example: one can put legislation in place to ensure that appointments are made. However, if people have bad intentions, they will find a way of complying with the law but still not appointing the best person. To ensure the spirit of the law is implemented requires good intent and moral commitment.

Our experience through the consultative process that was followed to produce this Code convinced us that there are enough good leaders who want to do the right thing – even when no one is watching.

Leaders will hold themselves accountable to the Code, but will also informally hold other leaders to its spirit and principles. In the same way, communities can expect their leaders to abide by the Code, and hold them to account.

The Code can also guide the spirit of the law. The Local Government: Municipal Structures Amendment Act (Act 3 of 2021) specifies that the Speaker of Council 'is responsible for the ethics and accountability of the municipal council'. While the Speaker is not expected to hold councillors accountable to this Code, it may give the Speaker guidance when considering the spirit of ethical leadership. This will be easier in a municipality where Council has chosen to adopt the Code.

6. Who will promote the Code?

The Code will be promoted, institutionalised, and supported by the project partners. The impact of the Code will be monitored and evaluated over time by DCoG and SALGA.

At the same time, the success of the Code depends on individual municipal leaders and community stakeholders. It is envisaged that they in turn will promote and support the Code by living it and sharing it in their sphere of influence.

7. Acknowledgement to King IV

The King Report on Corporate Governance for South Africa (2016) (King IV) is now in its fourth iteration and has matured significantly since it was first released in 1994. It sets out 16 principles to assist governing bodies and organisations in achieving good governance outcomes.

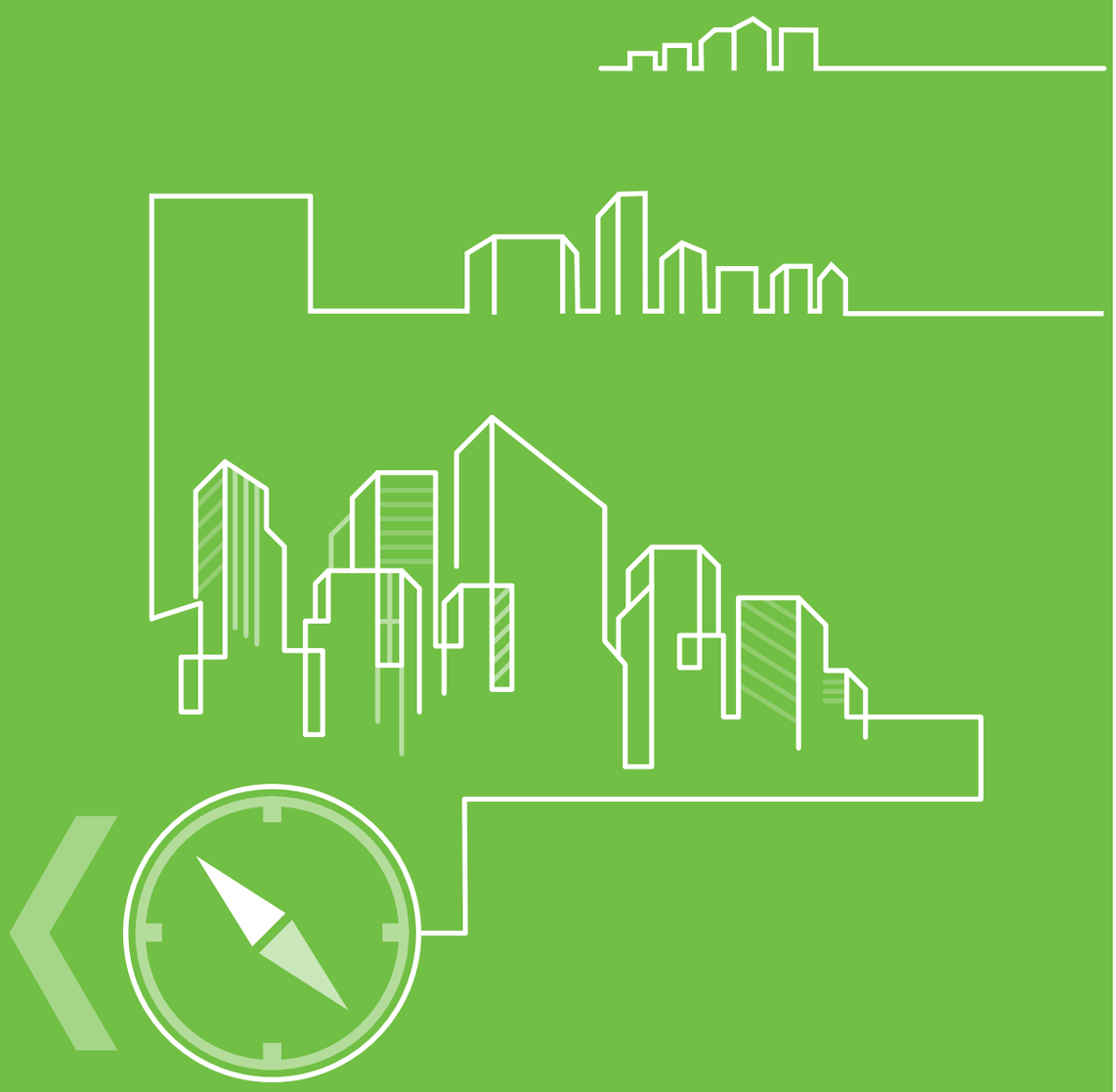
The Code for Ethical Leadership in Local Government has leaned strongly on many of the foundational aspects that have been developed by the King Committee, and especially in the following respects:

© The Ethics Institute (TEI)

The Code:

- Follows King IV's example of an *outcomes-based approach* for a governance code. This means that governance is not an end in itself, but a tool for delivering specific outcomes. The test of effectiveness is in whether these have been achieved.
- Adopts a *principle-based* (rather than a rules-based) approach to corporate governance. This approach requires leaders to mindfully apply the principles of the Code (in the intended spirit), rather than mindlessly complying with rules. *Mindful application* of codes of governance is about achieving the benefit of good governance in the interest of the municipality and applying the Code as a way of adding value and not as a compliance burden that adds no value.
- Embraces the understanding as advocated by King IV of seeing governance as a *holistic and integrated* set of arrangements.
- Adopts the idea that all of the principles set out in the Code are *collectively* required in order to work towards good governance.

© The Ethics Institute (TEI)



A. Code for Ethical Leadership in Local Government

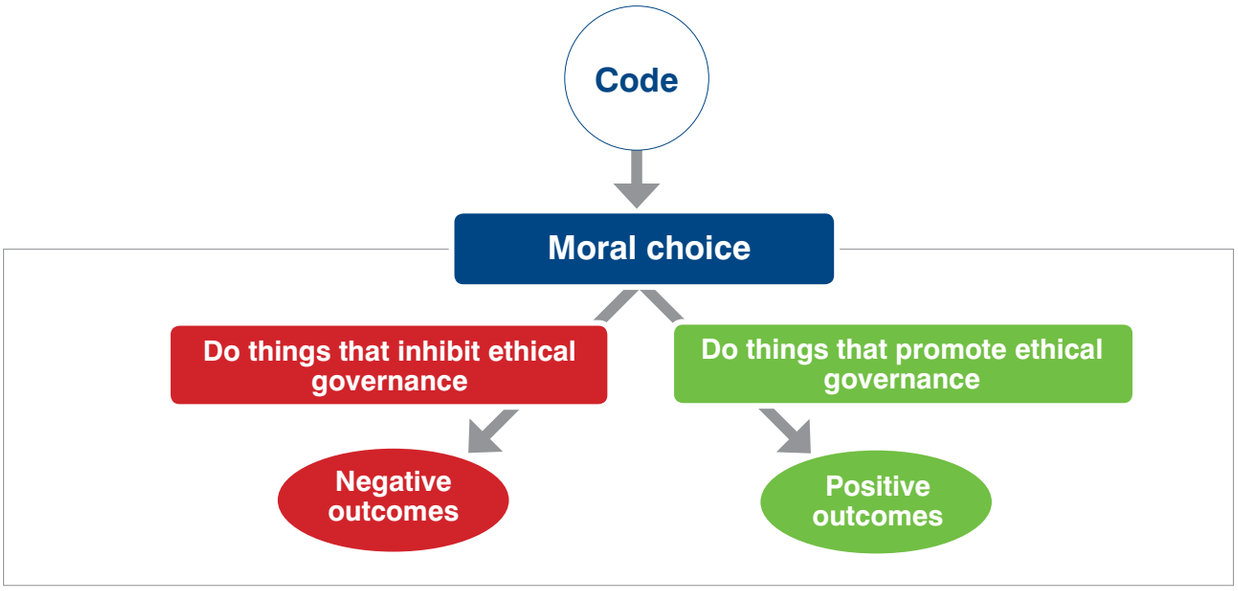
1. Rationale – Key to the Code

Ethical leadership is an absolute prerequisite for successful developmental local government as envisaged by the Constitution. The truth, however, is that neither ethics, nor leadership can be legislated or externally enforced. It is an individual choice.

It is the premise of this Code that the majority of leaders in local government are ethical people, who want to do the right thing. At the same time, the research has clearly shown that leading ethically in local government can be very difficult, and that there are certain practices that undermine ethical leadership (making it more difficult) and others that empower ethical leadership (making it easier).

This Code therefore aims to be a tool to help municipal leaders navigate this challenging terrain. It clarifies what practices have been proven by the research to undermine ethical governance, and should therefore be avoided, and what practices are enabling, and should be pursued.

It is not a case of minimally complying with the Code that will lead to good outcomes, but also the spirit and intent with which it is done. At the end of the day, it is a moral choice by the individual leader, as well as the municipal leadership as a collective.



This Code aims to give effect to the spirit of the Constitution and create an environment where the existing legislative and regulatory framework can thrive, by setting out the following in relation to ethical leadership in local government:

- The outcomes: What is it that we want to achieve?
- The spirit: What is our core consideration?
- The principles: What must be done to achieve the outcomes?

This Code has been developed for municipal leaders who want to be part of the solution – who want to build a better local government and a better South Africa.

© The Ethics Institute (TEI)

2. Graphic overview



The spirit of the Constitution and local government legislation underpins the Code.

© The Ethics Institute (TEI)

3. OUTCOMES of ethical municipal leadership

The test of the successful implementation of the Code will be in whether the outcomes have been achieved. The outcomes are the positive effects which the municipality will experience as a result of ethical municipal leadership.



Through the mindful application of the spirit and principles of ethical leadership, municipal leaders will contribute towards the following outcomes being achieved within their municipalities:

- Ethical culture

- Ethical leadership builds an ethical culture in the municipality as a workplace. This means that the systems and the culture make it easier for people to behave in the right way, rather than the wrong way, and people do the right things whether they are being watched or not.
- Ethical leadership promotes ethics in the community. Leaders are not just responsible for delivering services, but also strive to promote healthy community relations, social cohesion, and positive societal values within their communities.

- Well-functioning municipality

- The National Development Plan emphasises that meeting our transformation agenda requires functional municipalities and a capable machinery at a local level that can create safe, healthy and economically sustainable areas where citizens and people can work, live and socialise.
- A well-functioning municipality is characterised by governance systems and processes that provide direction, create policy clarity, and ensure oversight and accountability. The right people are appointed and resources are used fairly and wisely.
- This leads to the developmental and sustainable provision of services to all citizens especially the most vulnerable – in fulfilment of the Constitutional mandate of local government.

- Trust

- Ethical leadership creates trust between the municipality and all its stakeholders, as well as trust that its leaders are able to fulfil their roles and responsibilities, and are morally committed to this task.

© The Ethics Institute (TEI)

4. SPIRIT of ethical municipal leadership

SPIRIT OF ETHICAL MUNICIPAL LEADERSHIP:
What is our core consideration?

Leading in the long-term sustainable interest of the municipality and all its communities.

In whose interest do municipal leaders lead?

The foundational question of municipal leadership (against which all other questions are measured) is whose interests one considers when making decisions. In other words: *In whose interest do we lead?*

Municipal leaders should lead in the long-term, sustainable interest of the municipality and all its communities.

What does this mean for leaders?

Leaders should ask themselves the question:

- ✓ Is what we are doing in the long-term sustainable interest of the municipality and all its communities?
- ✓ Am I considering the long-term, sustainable interest of the municipality and all its communities above personal, political and factional interests?
- ✗ If not, that course of action would not be in line with ethical leadership and should not be pursued.

The above does not mean that the interests of other stakeholders should be ignored. Good governance means balancing the legitimate interests of all material stakeholders with the best interest of the municipality. Where interests are in conflict, leaders should carefully consider them, always keeping in mind their core mandate.

© The Ethics Institute (TEI)

5. PRINCIPLES of ethical municipal leadership

The principles indicate what municipal leaders should do to achieve the desired outcomes. The spirit of ethical municipal leadership (as a core consideration) should always guide how the principles are implemented.

The principles are mutually reinforcing, and all contribute collectively to achieving the outcomes.

PRINCIPLES: How do we achieve what we want?

An ethical municipal leader:

1. Sets the tone for an ethical culture.
2. Follows a community-centred approach to governance.
3. Respects the boundary between the political and administrative spheres of the municipality.
4. Ensures the appointment of staff who have competence and integrity.
5. Ensures the appropriate level of competence, integrity, and diversity on committees and oversight structures.
6. Deals fairly and decisively with ethics transgressions and poor performance.
7. Engages respectfully and constructively with other leaders.

Principle 1: An ethical municipal leader sets the tone for an ethical culture

Unpacking the issue

Ethics is about doing what is good and right, balancing one's own interests with the interest of others.

In the organisational context, ethics refers to values that guide the organisation in its interaction with its stakeholders. Ethical action is therefore to achieve what is good, right and lawful both for the municipality, and for the community.

Ethical leadership goes beyond simply acting ethically oneself. It also means setting an ethical tone in one's environment and positively impacting the ethical culture, both in the municipality and the community.

An ethical culture is one where it is easier for people to do the right thing rather than the wrong thing.

As leaders, we create culture by what we do, and by what we do not do. Even if we allow others to set an unethical tone, we are busy creating a culture (but a negative one). It is therefore the responsibility of every municipal leader to always try to positively influence the ethical culture in their communities and municipalities.

© The Ethics Institute (TEI)

Practical Implementation

An ethical municipal leader:

i. Leads by example – living the values of ethical municipal leadership

The following values are key to the spirit and execution of ethical municipal leadership and each municipal leader should aspire to integrate these into their character:

- **Integrity** – consistently living in an honest and upright manner doing what one says.
- **Community centredness** – living the values of Ubuntu and Batho Pele to engage with communities meaningfully and respectfully, and objectively considering their long-term sustainable interests above personal, party-political or factional considerations.
- **Accountability** – holding oneself accountable, accounting to stakeholders for one's decisions and actions, and fairly holding others accountable for their decisions and actions.
- **Diligence** – working hard at achieving objectives, doing so to the best of one's abilities, and continuously striving to improve one's knowledge.
- **Courage** – standing strong in one's convictions, and standing up for what is right, especially when the above values are being compromised.

ii. Ensures compliance with the spirit and letter of the legislative and regulatory framework

- As part of ensuring a well-governed entity, municipal leaders strive to know and understand the municipal regulatory framework, abide by it, and ensure that others abide by it.
- Municipal leaders use the law to protect and improve governance and service delivery, and not to maliciously drive political agendas. The law must not be weaponised in bureaucratic wars.
- Municipal leaders act ethically beyond mere legal compliance, and as a minimum, abide by the relevant municipal Code of Conduct.
- Municipal leaders avoid conflicts of interest, and manage unavoidable conflicts in a way that builds trust.

iii. Ensures that the ethics of the municipality is governed and managed in a way that results in an ethical culture

- They ensure the establishment of ethics structures and capacity as set out in the Municipal Integrity Management Framework.
- They clarify ethical expectations of councillors and officials.

iv. Promotes civic ethics in the community

- Ethical leaders are not just responsible for delivering services, but should also strive to promote healthy community relations, social cohesion, and positive societal values.

Pitfalls that inhibit good governance

Councillors and officials sometimes ask for, or accept party-political, or personal donations or funding from people or companies who are suppliers to the municipality. There is a serious risk that this could cause those involved to put the interest of the supplier before that of the community, which would be a conflict of interest. It means that one cannot be objective in the best interest of the community, and places one's integrity at risk.

© The Ethics Institute (TEI)

How other stakeholders support this principle

- Council should:
    - Formally adopt the Code for Ethical Leadership in Local Government through a council resolution.
    - Set an ethical tone in all their deliberations and committee meetings.

- Political parties should:
    - Advocate the importance of abiding by the Code to the councillors that they deploy, and hold them to account should they not abide by it.
    - Continuously emphasise the importance of setting the tone and that ethical leadership should be the non-negotiable 'way' in which they lead. Ethical leadership should be the core focus of training conducted by parties.
    - Avoid accepting funding from companies or individuals who are service providers to the municipality, as this could lead to conflicts of interest.

- Municipal trade unions / labour leaders should:
    - Assist in building an ethical culture for a well-functioning, trusted municipality.
    - Ensure that municipal leaders are encouraged to live by the Code.

- Business partners and service providers should deal openly and transparently with municipalities and municipal leaders, and avoid giving donations where this could potentially lead to a conflict of interest.

- Communities should support the spirit of ethical leadership. As much as communities expect leaders to be ethical, they should similarly strive to abide by high ethical standards, and not put unreasonable demands that pressurise councillors into unethical conduct. They should engage respectfully with all municipal stakeholders.

Principle 2: An ethical municipal leader follows a community-centred approach to governance

Unpacking the issue

The Municipal Integrity Management Framework says that communities must be acknowledged as the owners of municipalities and are therefore entitled to transparent and accountable government.

The community elects leaders (councillors) to represent their interests in the municipality. There is therefore a responsibility on all municipal leaders to put the interest of the community first, actively engage with them to understand their needs and give them feedback on the work of the municipality. Community engagement is the foundation of participatory democracy.

Practical Implementation

An ethical municipal leader:

i. Places the interest of the community first

- Where personal, party-political or factional interests are in clear conflict with the community's interests, municipal leaders should stand up for the community's interests and put them first.

© The Ethics Institute (TEI)

ii. Consults meaningfully with communities

- Councillors should have frequent engagement with communities, not just during elections. These engagements should be meaningful in that councillors should listen and be responsive to the community's needs.
- They should build constructive relationships with the community and seek out opportunities for engaging with civil society.
- Officials should similarly engage with communities to get a sense of realities on the ground.
- Councillors should aim to be a source of civic education, informing communities of their rights and responsibilities as citizens, and how to access services in all of government.
- Councillors should help communities think of their long-term sustainable interest and balancing that with short-term needs.
- Officials should advise councillors appropriately and timeously to ensure accurate communication with communities.

iii. Is open and truthful with communities

- Councillors should be thoughtful about not making commitments to communities that cannot be kept – especially during campaigning. They should always give honest feedback on what is possible (in line with municipal budgets) and manage community expectations.
- Leaders should proactively give the community information about issues that concern them.

iv. Is responsive to communities

- Councillors should give feedback to communities on their concerns.
- Officials should constructively support councillors to address community concerns, as far as it is lawful, sustainable and not at odds with the municipality's Integrated Development Plan (IDP).

v. Ensures the prudent use of resources

- Leaders should always ensure that the resources of the municipality are used prudently, with long-term thinking in mind, and in the sustainable interest of the municipality and all its communities.

vi. Considers the interests of everyone in the community, not just those who voted for them

- Councillors should be careful of unfairly favouring their party members or constituencies where opportunities and services are meant for the whole community (for example, the allocation of local labour opportunities or housing).
- This does not mean that they cannot promote the specific needs of their wards and constituencies, especially when their needs are neglected.

vii. Aspires to a shared, inclusive vision for the community

- Leaders should aim to bring together diverse role players and interest groups to formulate and realise a shared vision.

viii. Where required, builds coalitions in the best interest of the community

- Where required, councillors should seek to negotiate coalition agreements which are in the best interest of the municipality and centred on what is best for the community. Coalition agreements should focus on achieving stability in the municipality and ensuring sustainable service delivery.
- Coalition agreements should be made transparent so that communities can hold municipal leaders to account.

© The Ethics Institute (TEI)

Pitfalls that inhibit good governance

The fact that councillors and senior municipal officials all have five-year terms, means that they want to achieve as much as they can in this timespan. Ethical leadership, however, also considers the long-term sustainability of the municipality and its long-term financial health. Being prudent in the short term will likely put the municipality in a better position to provide services in the long term. Achievement of short-term objectives should not be done at the expense of the long-term sustainability and financial health of the municipality.

An example of short-term thinking is the creation of positions that are not actually required. Unnecessary positions should not be created as these are expensive to fund, and detrimental to the community in the long run.

How other stakeholders support this principle

- Communities should actively participate in municipal engagements.
    - They should do so constructively and in good faith, and should aim to educate themselves on the functioning of municipalities.
    - They should ask for feedback, and require their councillors to account to them.
    - They should hold municipal leaders to the spirit and principles set out in the Code.
    - The destruction of property is never in the interest of the municipality or the community, and should never be promoted or condoned.

- Municipal trade unions / labour leaders should ensure the interests of their members are balanced with community interests.

- Political parties should inculcate community-centredness in councillors.

- DCoG and SALGA should assist with civic education of communities and leaders.

Principle 3: An ethical municipal leader respects the boundary between the political and administrative spheres of the municipality

Unpacking the issue

The political sphere (council) and the administrative sphere (officials) of the municipality have different functions. Councillors are responsible for the governance of the municipality. That means that they should set the strategic objectives (through the IDP) and the policy framework for the municipality, and provide oversight.

© The Ethics Institute (TEI)

Municipal officials (under the leadership of the municipal manager and senior managers) are responsible for the practical implementation of the objectives and policies, and for reporting to council.

Many ethical challenges in municipalities occur at the political–administrative interface, and this frequently leads to the politicisation of the administration. It is crucial that the administration be driven by professional values to ensure that it can effectively fulfil the mandate of the municipality.

Practical Implementation

An ethical municipal leader:

i. Respects the principle of separation of powers

Councillors set the strategic objectives and the policy framework for the municipality. They also provide oversight through appropriate structures. Outside of that, councillors should guard against being overly involved in operational matters of the municipality. They should work at an arm's length with municipal officials (following due process) to address community needs and service delivery, in line with the IDP.

They do not interfere in the administration and *specifically* not in the appointment of officials below section 56 managers, nor in tendering or procurement processes.

ii. Actively guards against politicising or factionalising the administration

- Officials should be apolitical in the execution of their duties.
- Councillors must assist in building the apolitical culture in the administration.

iii. Works in a constructive spirit with the other sphere of the municipality (i.e., council or administration)

Officials should implement the IDP and the policies that are set by council in a constructive and supportive spirit. They should communicate proactively to councillors where there are challenges with implementation, to allow councillors to inform communities accordingly.

They should not abuse the political–administrative boundary to avoid accounting to councillors, and should not let their own political affiliations interfere with doing their work professionally.

They should remain within the confines of the law and the restrictions of the IDP and sustainability considerations.

Pitfalls that inhibit good governance

Councillors might be required to engage with the administration to ensure service delivery. They, however, sometimes overstep this, which leads to interference. It is important to keep a clear distinction between these two concepts:

Interference: Sometimes councillors want to get involved in operational matters of the municipality where they should not be involved. The most destructive areas of such interference are where councillors try to influence Supply Chain Management (SCM) and tender outcomes, as well as the appointment of staff

© The Ethics Institute (TEI)

below the level of section 56 managers. This can be done by interfering directly, or by utilising deployees in the administration. Councillors should create a positive ethical environment where the SCM and appointment policies can be applied fairly and objectively.

The Councillor Code of Conduct prohibits a councillor from interfering in the administration of the municipality, unless the council has given the councillor a mandate. It is a criminal offence for a councillor to attempt to improperly influence municipal officials, and this is punishable by a fine or imprisonment of up to two years.

Engagement: At other times councillors might want to follow up with the administration to ensure municipal responsiveness to community needs. There might be very legitimate reasons for this engagement, but at the same time it might place officials under pressure to bypass procedures or work schedules. To manage these pressures, council should, in consultation with the municipal manager, determine a procedure for engagement between councillors and officials. It should be made clear that the communication between councillors and officials should be to hold officials accountable to legitimate expectations and not to give instructions. Councillors should never require officials to bypass procedures, or to behave in a manner that is not in line with legislation, the IDP, policies or procedures.

How other stakeholders support this principle

Political parties should avoid becoming overly involved in the running of municipalities.

Council should set clear boundaries and specify a process for engagement between councillors and officials in service delivery matters to ensure responsiveness to community concerns.

Municipal Public Accounts Committees (MPACs) should play an oversight role to ensure that there is no political interference in the administration.

Principle 4: An ethical municipal leader ensures the appointment of staff who have competence and integrity

Unpacking the issue

The appointment of strong, ethical leadership and staff can lay the foundation for a successful organisation. On the flipside, the appointment of unsuitable leaders and staff is one of the causal factors of unethical and unprofessional cultures in organisations.

The appointment of people who are too closely politically aligned to incumbent political leaders can be equally problematic in the long run. Politics is by its nature unstable (due to running in five-year cycles) and one would want to avoid bringing this instability into the administration. Ideally, leaders should aim to appoint apolitical, professional officials into the municipality.

© The Ethics Institute (TEI)

Practical Implementation

An ethical municipal leader:

i. Ensures the appointment of the best possible staff (with competence and integrity) to fulfil the mandate of the municipality.

- Councillors should ensure the appointment of a municipal manager and s56 managers who have the competence (considering the set competence requirements and their track record) and experience to fulfil their duties, as well as the integrity to build trust with staff, councillors and communities.
- They should ensure a robust and fair recruitment process to fill the above positions, including conducting pre-employment background checks, as well as competency assessments.
- Staff who have been dismissed for misconduct must not be appointed before the expiry of the prescribed sanction period.
- Similarly, the management team of the municipality should ensure the appointment of staff who have competence and integrity.

ii. Avoids politicising the administration through staff appointments.

- Political party office-bearers must not be appointed into the administration.
- Councillors should not attempt to influence the appointment of staff at any level below that of s56 managers.
- Councillors should develop policies to distinguish between appointment of officials to political offices and those who are appointed into administrative offices in the municipality. The policy should clearly stipulate that those who are in administrative offices should not be political deployees.

iii. Strives to ensure stability in the management team of the municipality.

- Once a competent management team is employed, leaders should, as far as possible, aim to maintain stability in the team.
- The practice of dismissing staff with every political change in council should be avoided. This is more attainable when professional, rather than political staff were appointed in the first place.

Pitfalls that inhibit good governance

Aside from destructive deployment practices, positions are sometimes created within the staff establishment of the municipality that are not necessary, or people are appointed to positions that do not exist in the staff establishment.

At other times, and perhaps because inappropriate people have been appointed, external consultants are used to perform the work that staff members should be able to perform.

All of these practices are extremely wasteful and deplete resources that should be used for service delivery.

© The Ethics Institute (TEI)

How other stakeholders support this principle

The DCoG should maintain an up-to-date database of officials who have been dismissed for misconduct.

Provincial departments for cooperative governance should assess whether senior officials comply with the minimum competency requirements, and should take action where they do not.

Principle 5: An ethical municipal leader ensures the appropriate level of competence, integrity, and diversity on committees and oversight structures

Unpacking the issue

The municipal environment is highly complex in terms of legislation, regulation and budgets. Governance and oversight in this complex environment requires not only personal integrity, but also a very specific combination of technical skills and experience that is built over time.

There may be some councillors who, though they have the required integrity, do not (yet) have the specific skill set required to provide oversight of complex municipal governance processes and budgets. Should they be responsible for providing oversight, it will likely mean that the best interest of the municipality and its communities will not be served. This means that councils need to apply their minds to remedy the situation to ensure proper oversight.

Similarly, committees within the administration, such as recruitment and selection committees, or tender committees, should be comprised of officials who have the required competence and integrity.

Practical Implementation

An ethical municipal leader:

i. **Selects the strongest possible candidates (considering their competence and integrity) onto committees and oversight structures.**

ii. **Co-opts external expertise onto committees and oversight structures where the internal technical expertise is insufficient.**
    - In council, the first prize is for political parties to ensure that councillors are capable, thus avoiding extra expense of external experts.
    - Councillors should ask themselves if they would trust MPAC and the audit committee to oversee their personal finances. The community deserves at least the same standard of oversight.

© The Ethics Institute (TEI)

iii. Ensures an appropriate mix of skills and diversity on committees.

- Strong committees have diverse and appropriate skill sets that contribute to the effectiveness of the committee.
- Diversity (for example, in political, racial, cultural, gender and age terms) should be considered in the composition of committees.
- Committees might also include a minority of councillors who are still developing their governance skills and experience. The number of such members needs to be balanced with the need for the committee to still fulfil its functions effectively in the interest of the community.

iv. Ensures stability on committees to allow for committee members to mature and gain experience.

Pitfalls that inhibit good governance

Sometimes those with the appropriate competence and integrity are overlooked in favour of those who may be politically more favourable. The same would apply for officials – people who are more likely to toe the line may be preferred over those who may have the required skills.

How other stakeholders support this principle

Council should ensure that committee members are trained on their responsibilities.

Political parties should:

- As far as possible, and with due regard to the democratic process:
  - field councillors with competence and integrity.
  - ensure a diverse set of skills and competencies amongst councillors. (This can be done especially among proportional representation councillors.)

Principle 6: An ethical municipal leader deals fairly and decisively with ethics transgressions and poor performance

Unpacking the issue

The overall focus of ethical leadership should be to proactively ensure a supportive ethical culture and strong governance environment, where performance is high, and transgressions are less likely to occur. Transgressions will, however, still occur in most organisations and should be dealt with decisively. Failure to deal with transgressions creates a culture of impunity where people think that they can get away with misconduct without consequences. A culture of poor performance can similarly arise when performance issues are not addressed. At the same time, discipline and performance management should not be abused to fight personal or political battles.

© The Ethics Institute (TEI)

Practical Implementation

An ethical municipal leader:

i. **Ensures that the spirit and process with which disciplinary cases are adjudicated is:**
   - **Fair**
   - **Independent, and**
   - **Timely**

   This will require setting out specific policies and procedures for dealing with discipline or consequence management. Such policies should stipulate processes for ensuring that investigations and disciplinary matters relating to municipal leaders are dealt with independently. At the very least, independent external oversight should be involved.

   There should be access to competent capacity for conducting investigations and managing disciplinary processes, including well-functioning disciplinary boards.

ii. **Ensures that sub-standard performance is addressed timeously and fairly.**
   - Performance management should aim to develop employees, while holding them accountable for executing their duties and achieving their objectives.
   - Continued underperformance should be dealt with fairly and decisively.

iii. **Ensures that personal and political considerations do not trump the best interest of the municipality and all its communities in discipline and performance management.**

iv. **Deals decisively with conflicts of interest.**

   This includes the development of policies and procedures to deal with conflicts of interest, including:
   - Managing the information from conflicts of interest disclosure processes.
   - Conducting lifestyle audits when it is observed that a person's lifestyle appears excessive for their income.
   - Taking action when conflicts are discovered.

v. **Ensures that audit findings are addressed.**
   - Findings of both internal auditors and the Auditor-General of South Africa must be dealt with in a timely and decisive manner.
   - The importance of material irregularities should be escalated to the highest priority.
   - Mechanisms should be institutionalised to prevent recurrence of negative findings.

Pitfalls that inhibit good governance

One of the biggest challenges is to investigate and discipline people who are viewed as 'powerful' or 'connected', and to do so through a process that is trusted to be objective and independent. It frequently happens that disciplinary processes have predetermined outcomes because they are not independently dealt with.

© The Ethics Institute (TEI)

To ensure trust with the community, all disciplinary processes for senior leaders should be dealt with independently and include external oversight.

How other stakeholders support this principle

Political parties should consistently hold the councillors they deploy into municipalities accountable for their actions.

Council committees should ensure strong oversight and accountability.

Municipal trade unions / labour leaders should constructively support the principle of fair, independent and timely discipline and performance management processes.

Communities should hold political parties and representatives to account.

Principle 7: An ethical municipal leader engages respectfully and constructively with other leaders

Unpacking the issue

In any professional environment there are likely to be differences with others. These are likely to be worse in an environment where people are on different sides of the political spectrum. In many municipal environments there have been incidents of personal, factional or political differences that have led to chaotic and sometimes violent scenes in council chambers. When the community sees these scenes, it breaks down the trust they have in municipal leadership. It also creates an environment where the important work of council cannot continue.

Differences should be dealt with maturely so that they do not detract from the work of the municipality. This is also applicable in the administrative sphere.

Practical Implementation

An ethical municipal leader:

i. **Aspires to reciprocal relationships of trust and integrity with each other.**
   - Even though they are on different sides of the political spectrum, councillors should treat each other with respect.
   - Leaders' dealings should be honest and above board to ensure an atmosphere of mutual trust in the interest of the municipality and its communities.
   - They should remain professional and committed when they have differences with others – remaining committed to acting in the best interest of the municipality and its communities.

© The Ethics Institute (TEI)

ii. **Ensures that personal, political and factional differences do not get in the way of doing the work of the municipality in the interest of the community.**

- Councillors should constructively participate in council meetings – especially when there are differences of opinion.
- They should keep in mind that they are setting an example to communities about how to engage with conflict. Communities are also watching how their councillors are spending the time they are being paid for to do the work of the community.

How other stakeholders support this principle

Political parties should emphasise to their deployed councillors the importance of professionalism in the conduct of their roles and responsibilities. They should take action against councillors who act disrespectfully towards others.

Municipal trade unions / labour leaders should ensure that labour disputes are resolved with respect for people and property.

-oOo-

© The Ethics Institute (TEI)

Local Government
ETHICAL LEADERSHIP
Initiative

This Code for Ethical Leadership in Local Government (LGELI) was developed as part of the Local Government Ethical Leadership Initiative – a partnership between The Ethics Institute (TEI), the Department for Cooperative Governance (DCoG), the South African Local Government Association (SALGA), and the Moral Regeneration Movement (MRM).

The Code was developed by the LGELI Working Group under the guidance of the LGELI Advisory Committee, which consists of *ex officio* members of the partner organisations, as well as other societal leaders.

Advisory Committee:

- Father Smangaliso Mkhatswha (MRM) (Chairperson)
- Ms Mirjam van Donk (Deputy-Chair)
- Prof Deon Rossouw (TEI)
- Dr Kevin Naidoo (DCoG)
- Mr Rio Nolutshungu (SALGA)
- Prof Samododa Fikeni
- Ms Busisiwe Mavuso
- Mr Roelf Meyer
- Justice Yvonne Mokgoro

Working Group:

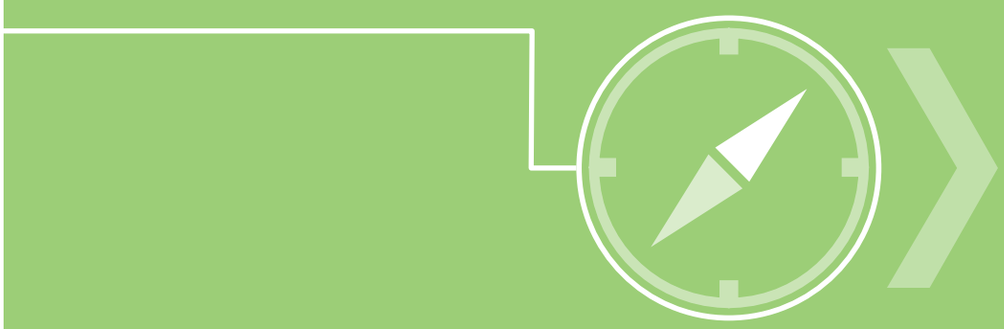
- Mr Kris Dobie (TEI)
- Ms Fatima Rawat (TEI)
- Mr Wayne McComans (DCoG)
- Mr Elphus Ndou (DCoG)
- Mr Elvis Selowa (DCoG)
- Mr Ndivhuho Malimagovha (SALGA)
- Mr Michael Chauke (SALGA)
- Mr Collen Rammule (SALGA)
- Mr Seth Mazibuko (MRM)
- Ms Mamusa Mbalula (MRM)

Provincial Champions:

- We wish to acknowledge the role played in each of the provinces by committed public servants in the offices of premiers, provincial departments of cooperative government, provincial SALGA staff, as well as representatives of the Moral Regeneration Movement in provinces.

Notes

THE ETHICS INSTITUTE



Please visit the website www.tei.org.za/lgeli

- **to download the Code**
- **to find out about training opportunities for councillors and officials**
- **for the latest developments on the Code.**

For more information on the Code and its implementation, contact:

lgeli@tei.org.za



building an ethical SOCIETY

www.tei.org.za

The Ethics Institute (TEI) is an independent institute producing original thought leadership and offering a range of organisational ethics-related services and products.