

<p>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 Woensdag, 26 Februarie 2025 om 10:00 in die Stadsaal, Voortrekkerstraat, Ceres.</p>	<p>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 Wednesday, 26 February 2025 at 10.00.</p>
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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	Deputy Director: Finance
Acting Director: Technical Services	Director: Corporate Services	
Chief Internal Audit Executive	Manager: Projects and Performance	IDP Manager
Senior Manager: Legal Services	Manager: Communication and Marketing	Acting Manager: Administration

Agenda: Council meeting 26 February 2025
Agenda: Raadsvergadering 26 Februarie 2025

TER INLIGTING / FOR INFORMATION

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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

18.02.25

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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.**

NOTED

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

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

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

- Ms N Ndaba 3 February
- Alderlady E Sidego 16 February
- Ms A Daniels 20 February
- Alderman HJ Smit 25 February

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 19 December 2024:
Annexure 4.3(a).

(b) Council meeting, held on 27 January 2025: **Annexure 4.3(b).**

RECOMMENDED

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

- (i) Special Council meeting, held on 19 December 2024.*
- (ii) Council meeting, held on 27 January 2025.*

**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**

**6. INTERVIEWS WITH DELEGATIONS
ONDERHOUE 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) Municipal Public Accounts Committee, held on 12 September 2024: **Annexure 7.1(a).**
- (b) Performance, Risk and Audit Committee, held on 20 September 2024: **Annexure 7.1(b).**
- (c) Committee for Corporate and Financial Services, held on 8 October 2024: **Annexure 7.1(c).**
- (d) Executive Mayoral Committee, held on 4 November 2024: **Annexure 7.1(d).**
- (e) Committee for Housing Matters, held on 29 November 2024: **Annexure 7.1(e).**
- (f) Executive Mayoral Committee, held on 10 December 2024: **Annexure 7.1(f).**
- (g) Municipal Public Accounts Committee, held on 13 December 2024: **Annexure 7.1(g).**

RECOMMENDED

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

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktooraat Finansies / Directorate Finance

8.1.1 Section 71 Monthly Budget Statement Report of the Directorate Finance: January 2025 (9/1/2/2)

The Section 71 Monthly Budget Statement Report of the Directorate Finance for January 2025 is attached as **annexure 8.1.1**.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (i) *that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for January 2025.*
- (ii) *that the Section 71 Monthly Budget Statement Report of the Directorate Finance for January 2025 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: Adjustment budget 2024/2025 (5/1/1/23)

The following documents are attached:

- (a) Memorandum from Director: Finance, dated 14 February 2025: **Annexure 8.1.2(a)**.
- (b) Adjustment budget 2024/2025 to 2026/2027: **Annexure 8.1.2(b)**.
- (c) Budget schedules 2024/2025: **Annexure 8.1.2(c)**.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

That the adjustment budget of Witzenberg Municipality for the financial year 2024/2025 as set out in the budget documents be approved:

- (i) *Table B1 - Budget summary.*
- (ii) *Table B2 - Adjustments Budget Financial Performance (by standard classification).*

- (iii) *Table B3 – Budgeted Financial performance (Revenue and Expenditure) by Vote.*
- (iv) *Table B4 - Adjustments Budget Financial Performance (revenue by source); and*
- (v) *Table B5 – Budgeted Capital Expenditure by Vote, standard classification and funding.*

8.1.3 PRAC Charter with effect from 9 January 2025 (5/14/4)

The Performance, Risk and Audit Committee Charter with effect from 9 January 2025 is attached as **annexure 8.1.3**.

The Performance, Risk and Audit Committee resolved on 17 January 2025:

- (a) that notice be taken of the Performance, Risk and Audit Committee Charter with effect from 9 January 2025 in terms of Section 166 of the Municipal Finance Management Act.
- (b) that the Performance, Risk and Audit Committee recommends to Council:

that notice be taken of the Performance, Risk and Audit Committee Charter with effect from 9 January 2025 and, after consideration, same be approved.

RECOMMENDED

that the Performance, Risk and Audit Committee recommends to Council:

that notice be taken of the Performance, Risk and Audit Committee Charter with effect from 9 January 2025 and, after consideration, same be approved.

8.1.4 Internal Audit Charter with effect from 9 January 2025 (5/14/2)

The Internal Audit Charter with effect from 9 January 2025 is attached as **annexure 8.1.4**.

The Performance, Risk and Audit Committee resolved on 17 January 2025:

- (a) that notice be taken of the Internal Audit Charter with effect from 9 January 2025 in terms of Section 166 of the Municipal Finance Management Act.

- (b) that the Performance, Risk and Audit Committee recommends to Council:

that notice be taken of the Internal Audit Charter with effect from 9 January 2025 and, after consideration, same be approved.

RECOMMENDED

that the Performance, Risk and Audit Committee recommends to Council:

that notice be taken of the Internal Audit Charter with effect from 9 January 2025 and, after consideration, same be approved.

8.1.5 Finance: Implementation of Debt collection and Credit control Policy (5/12/1/3)

A memorandum from the Director: Finance, dated 17 February 2025, is attached as **annexure 8.1.5**.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

That the following additional credit control steps be implemented:

- (a) *Cutting or blocking of electricity*
 - (i) *Amount equal to two months' debits are payable before restoring connection- (conventional meters).*
 - (ii) *Portion of electricity purchases to be set off against arrear debt. (Current - Auxiliary – 30 %).*
 - (iii) *That the Credit Control and Debt Collection Policy be amended to allow the auxiliary percentage to be increased to 60 % for accounts outstanding for more than six months.*
- (b) *Indigent households*
 - (i) *Portion of electricity purchases to be set off against arrear debt. (Auxiliary – 30 %).*
 - (ii) *Indigent households be moved from conventional electricity to pre-paid electricity.*
- (c) *Legal collection process*
 - (i) *Section 129 Notice – (in terms of National Credit Act).*

- (ii) *Fourteen days later after Section 129 Notice, summons is compiled.*
- (iii) *Clerk of the Court issues the summons.*
- (iv) *Sheriff of the Court serves the summons on the defendant.*
- (v) *If there is movable property that can be attached:*
 - 1. *If no payment received on summons - Judgement and Warrant of Execution is issued on movable property.*
 - 2. *Council resolution on process to be followed.*
 - 3. *Instruction to sheriff to attach and remove movable property and to sell the attached property.*
 - 4. *Advertisement in newspaper of intention to sell movable property.*
 - 5. *Sale in execution of attached moveable property by sheriff.*
- (vi) *If there is no moveable property that can be attached:*
 - 1. *Report with Nulla Bona on fixed property with municipal value for less than R300 000.00 to Council for write-off.*
 - 2. *Immovable property with municipal valuation of more than R300 000.00, Section 66 application compiled by private external attorney and application to sell immovable property in a sale of execution, brought before court.*
 - 3. *Council resolution on process to be followed.*
 - 4. *Advertisement in newspaper by attorney of intention to sell immovable property in local newspaper as well as Government Gazette.*
 - 5. *Sale in execution of attached immoveable property by sheriff.*
- (d) *Pre-payment water meters*
 - (i) *Installation of pre-paid water meters if other debt collection measures are not successful.*
 - (ii) *That the water consumption can be limited to a maximum of 300 litres per day (9 kilolitres per month).*

- (iii) *That the outstanding service debt of the consumer be written off as an incentive for accepting the pre-payment water meter.*

8.1.6 Supply Chain Management: Disposal of movable assets, goods, material and equipment in terms of Section 14(4) of the Municipal Finance Management Act (6/1/P)

The following documents are attached:

- (a) Memorandum from Chief Financial Officer, dated 18 February 2025: **Annexure 8.1.6(a).**
- (b) List of disposals: **Annexure 8.1.6(b).**

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (a) *That the disposal of assets, goods, material and equipment, attached as annexure 8.1.6(b), be approved.*
- (b) *That the Supply Chain Management unit proceeds with the disposal of assets in accordance with paragraph 48(4) of Council's Supply Chain Management Policy.*

8.1.7 Finance: Possible adjustments to industrial effluent charge (5/12/1/3)

Memorandum from Director: Finance, dated 21 January 2025:

1. Purpose

To consider the possible adjustment of the industrial effluent charge for the second quarter of 2024.

2. Legal framework

The business is allowed to dispose of industrial effluent in terms of the permit issued.

3. Background

The volumes of industrial effluent dumped into the municipal system increased over the last number of years due to increase in production and problems encountered with the industries' own treatment plants.

The total charges per financial year increased as follows:

Year	Annual charge
2021/2022	6,365,116
2022/2023	28,270,204
2023/2024	51,847,845

The above charges were determined by an external service provider based on the following:

Base rate (T.1) for first 36 260 kg COO dumped per calendar month:

Peak tariff (T.2) of 1.5 times the base tariff for every 1 kg COD dumped above 36 260 kg COD per calendar month up to maximum total monthly mass treatment of 90 000 kg COD:

On top of the Base and Peak Rates:

A penalty rate of 10 times the Base Rate calculated on day-to-day basis and independently the total mass treatment dumped per calendar month may be dumped for every 1 kg of COD above the maximum limit of 3 000 kilolitres or 3 000 kg COD per 24 hours for such period when this deposit exceeds the maximum limit though by the main: Civil Services would be allowed.

The peak tariff and penalty rate are implemented due to the effect of the industrial effluent on the waste water treatment works and the quality of the treated waste water. If the plant cannot treat all the waste water received the municipality will discharge water that does not meet the requirements back into nature. The risk is that the municipality may lose its Green Drop status.

The abovementioned penalty rate has a large impact on the annual charges.

4. Discussion

To date the latest account has not been paid.

The customer requested that a discount be considered on condition that they use the saving to do some improvements to their treatment plant and possibly the municipal treatment plant."

RECOMMENDED

For consideration.

8.2 Direktooraat Tegniese Dienste / Directorate Technical Services

8.2.1 Lease of erf 23, Tulbagh to Tulbagh Recycling (7/1/4/1 & 17/19/1)

A memorandum from the Director: Technical Services, dated 24 May 2023, is attached as **annexure 8.2.1**.

The Executive Mayoral Committee resolved on 14 November 2023 that the matter in respect of the lease of erf 23, Tulbagh to Tulbagh Recycling be held in abeyance until the next meeting and that the Director: Technical Services determines whether other parties are interested.

Follow-up report from the Director: Technical Services, dated 15 February 2024:

"Background

The abovementioned item from the Executive Mayoral Committee meeting, held on 14 November 2023.

Discussion

Investigation into whether there are other parties interested, had the following outcome:

There were no parties that indicated an interest, but the following persons are enthusiastic and promote recycling in Tulbagh, on their respective platforms, i.e:

Charlotte Steyn – Care 4 Tulbagh
Rev. Dawid Botha – Church / Community Leader

Recommendation

That further consideration be given to grant permission for the applicant to lease a portion of erf 23, Tulbagh to Tulbagh Recycling, as per the initial memorandum from the Director: Technical Services, dated 24 May 2023."

The Committee for Technical Services resolved on 9 April 2024 to recommend to the Executive Mayoral Committee and Council:

that a portion of erf 23, Tulbagh, as indicated on the attached report, be leased to Jan Lambert for a period of five years on the following conditions:

- (i) That a departure application be submitted by the tenant for the use of the property zoned as authority, for the purposes of a recycling facility.
- (ii) Lease will be "voetstoots", leased as it is.

- (iii) Security will be for the account of the lessee.
- (iv) Council to consider exemption of rental charges, on condition that we lease the building as it is, and that the lessee do all repair work to the building.
- (v) Public participation process to be followed. Advertise for public comment and/or objections.
- (vi) Should the second part of the premises not have an electrical installation, an electrical contractor should be appointed by the tenant to do the electrical installation and issue a Certificate of Compliance after the completion of electrical work.
- (vii) The applicant will be responsible for the costs of any electrical upgrading, including electrical installation if required.

The Executive Mayoral Committee unanimously resolved on 18 June 2024 to recommend to Council:

that a portion of erf 23, Tulbagh, as indicated on the attached report, be leased to Jan Lambert for a period of five years on the following conditions:

- (i) That a departure application be submitted by the tenant for the use of the property zoned as authority, for the purposes of a recycling facility.
- (ii) Lease will be "voetstoots", leased as it is.
- (iii) Security will be for the account of the lessee.
- (iv) Council to consider exemption of rental charges, on condition that we lease the building as it is, and that the lessee do all repair work to the building.
- (v) Public participation process to be followed. Advertise for public comment and/or objections.
- (vi) Should the second part of the premises not have an electrical installation, an electrical contractor should be appointed by the tenant to do the electrical installation and issue a Certificate of Compliance after the completion of electrical work.
- (vii) The applicant will be responsible for the costs of any electrical upgrading, including electrical installation if required.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that a portion of erf 23, Tulbagh, as indicated on the attached report, be leased to Jan Lambert for a period of five years on the following conditions:

- (i) That a departure application be submitted by the tenant for the use of the property zoned as authority, for the purposes of a recycling facility.*
- (ii) Lease will be "voetstoots", leased as it is.*
- (iii) Security will be for the account of the lessee.*
- (iv) Council to consider exemption of rental charges, on condition that we lease the building as it is, and that the lessee do all repair work to the building.*
- (v) Public participation process to be followed. Advertise for public comment and/or objections.*
- (vi) Should the second part of the premises not have an electrical installation, an electrical contractor should be appointed by the tenant to do the electrical installation and issue a Certificate of Compliance after the completion of electrical work.*
- (vii) The applicant will be responsible for the costs of any electrical upgrading, including electrical installation if required.*

8.2.2 Draft House Shop By-law (1/3/1/33)

Report from Municipal Manager, dated 17 February 2025:

"Purpose

To consider the Draft House Shop By-law, which will amend Council's current House Shop By-law and to take into consideration the proposal from the National Minister of COGTA to manage spaza/house shop by-laws within the jurisdictional area of the municipality.

Background

A National Disaster has been declared on spaza shops selling contaminated food and items of which the selling date has expired. Council discussed the by-law of COGTA at its Council meeting of December 2024 where it was resolved that Council's current by-law will be amended to incorporate some of the proposals that have been made by COGTA.

The Draft House Shop By-law, which presents some of the amendments made, is attached as **annexure 8.2.2.**"

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (a) That notice be taken of the tabled Draft House Shop By-law.*
- (b) That a Public Participation Process be followed to obtain inputs and to refer the draft by-law back to Council for approval.*

8.3 Direktooraat 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.

Council unanimously resolved on 27 January 2025

- (a) that the matter related to the dilapidated building in Tulbagh cemetery: Approval to demolish be held in abeyance.
- (b) that an inspection in loco be held prior to deciding on the matter.

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 Draft By-law for Informal Traders (1/3/R)

Report from Manager: Local Economic Development:

"Currently Witzenberg Municipality is utilising the Street Trading By-law of 2002, which is outdated.

The LED Unit has completed a draft for the updated Draft By-law for Informal Traders. Inputs were requested from all relevant municipal departments and responses were considered. The Draft By-law for Informal Traders is attached as **annexure 8.3.2**."

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (a) *That notice be taken of the tabled Draft By-law for Informal Traders.*
- (b) *That a Public Participation Process be followed to obtain inputs and to refer the draft by-law back to Council for approval.*

8.4 Direktooraat Korporatiewe Dienste / Directorate Corporate Services

8.4.1 Request to purchase a property for the purposes of residential as well as a kennel and training facility for dog handlers: Erf 787, Tulbagh (7/1/4/2)

The following documents are attached:

A memorandum from the Senior Manager: Legal Services, dated 19 April 2024 is attached as **annexure 8.4.1(a)**.

The Committee for Corporate and Financial Services resolved on 8 October 2024 that the matter in respect of the request to purchase a portion of erf 1352, Tulbagh be held in abeyance for a site inspection to be held.

A memorandum from the Manager: Legal Service, dated 18 November 2024, was tabled to the Committee for Corporate and Financial Services on 27 November 2024. The said memorandum is attached as **annexure 8.4.1(b)**.

The Committee for Corporate and Financial Services resolved on 27 November 2024 to recommend to the Executive Mayoral Committee and Council that erf 787, Tulbagh is most suited for the purposes of residential as well as a kennel and training facility for dog handlers.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (a) that erf 787, Tulbagh is most suited for the purposes of residential as well as a kennel and training facility for dog handlers.*
- (b) that the municipal property located at erf 787, Tulbagh be alienated in favour of Mr E Meintjies.*
- (c) that in terms of Section 14.2 of the Municipal Finance Management Act (Act 56 of 2003), erf 787, Tulbagh is not required for the provision of the minimum level of basic services.*
- (d) that in terms of Section 14.2 of the Municipal Finance Management Act (Act 56 of 2003), erf 787, Tulbagh be sold at a market related price.*
- (e) that the potential sale be advertised in the local newspaper for public comment and/or any objections.*
- (f) that the Municipal Manager be mandated to sign all documentation to affect the transfer of the property to Mr E Meintjies.*

8.4.2 Council's immovable property: Request to purchase erf 935, Wolseley (7/1/4/2)

A memorandum from the Manager: Legal Services, dated 17 August 2022, is attached as **annexure 8.4.2**.

The Committee for Corporate and Financial Services resolved on 20 October 2022 that the matter in respect of Request to purchase erf 935, Wolseley be held in abeyance to obtain the inputs of the Ward Councillor, Councillor P Daniels.

The Municipal Manager informed the Committee for Corporate and Financial Services on 17 November 2022 that the Ward Councillor, Councillor P Daniels, had no objection to the purchase of erf 935, Wolseley and that a Public Participation Process will commence.

The Committee for Corporate and Financial Services resolved on 17 November 2022 to recommend to the Executive Mayoral Committee and Council:

- (a) that the municipal property located at erf 935, Wolseley, be alienated in favour of Wolfpack.
- (b) that in terms of Section 14.2 of the Municipal Finance Management Act (56 of 2003), erf 935, Wolseley is not required for the provision of a minimum level of basic services.
- (c) that in terms of Section 14.2 of the Municipal Finance Management Act (56 of 2003), erf 935, Wolseley be sold at a market related price.
- (d) that the potential sale be advertised in the local newspaper for public comment and / or any objections.
- (e) that the Municipal Manager be mandated to sign all documentation to effect the transfer of the property to Wolfpack.
- (f) that a Public Participation Process be followed and the matter then be tabled again to Council.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (a) *that the municipal property located at erf 935, Wolseley, be alienated in favour of Wolfpack.*
- (b) *that in terms of Section 14.2 of the Municipal Finance Management Act (56 of 2003), erf 935, Wolseley is not required for the provision of a minimum level of basic services.*

- (c) *that in terms of Section 14.2 of the Municipal Finance Management Act (Act 56 of 2003), erf 935, Wolseley be sold at a market related price.*
- (d) *that the potential sale be advertised in the local newspaper for public comment and / or any objections.*
- (e) *that the Municipal Manager be mandated to sign all documentation to effect the transfer of the property to Wolfpack.*
- (f) *that a Public Participation Process be followed and the matter then be tabled again to Council.*

8.4.3 Alienation and subdivision of portion of erf 2622, Skoonvlei industrial area, Ceres (unregistered erf 10915 or erf 10916 or erf 10917) (7/1/4/2)

A report from the Senior Manager: Legal Services, dated 13 February 2025, is attached as **annexure 8.4.3**.

RECOMMENDED

For consideration.

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

Council unanimously resolved on 12 November 2024:

- (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.

A report from the Senior Manager: Legal Services, dated 13 February 2025, is attached as **annexure 8.4.4**.

RECOMMENDED

For consideration.

8.4.5 Performance, Risk and Audit Committee: Re-appointment of Mr J George (5/14/4)

A memorandum from the Chief Internal Audit Executive, dated 30 January 2025, is attached as **annexure 8.4.5**.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

That the appointment of Mr J George for a one-year term be approved.

8.4.6 Appointment of new Performance, Risk and Audit Committee member (5/14/4)

The following documents are attached:

- (a) Long list: Appointment of PRAC members: **Annexure 8.4.6(a)**.
- (b) Memorandum from Chief Internal Audit Executive, dated 6 February 2025: **Annexure 8.4.6(b)**.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that Adv. Nino-Lee Hendricks be appointed on the Performance, Risk and Audit Committee.

8.4.7 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 8.4.7(a)**.
- (b) Report from Manager: Socio-Economic Development, dated 7 June 2024: **Annexure 8.4.7(b)**.
- (c) Proposal: Witzenville Park by Care4Tulbagh: **Annexure 8.4.7(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.

Council unanimously resolved on 27 January 2025:

- (a) that the matter related to the Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh be held in abeyance.
- (b) that an inspection in loco be arranged prior to decision making.
- (c) that the portfolio Chairperson of the Committee for Corporate and Financial Services arrange a meeting and engage with the other soup kitchens in this regard.

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)**

**10.1.1 Report: Provincial Working Group on Governance and Intergovernmental Relations
 (12/1/1/11)**

A report from Alderlady EM Sidego on the Provincial Working Group on Governance and Intergovernmental Relations, dated 13 February 2025, is attached as **annexure 10.1.1**.

RECOMMENDED

that notice be taken of the report on the Provincial Working Group on Governance and Intergovernmental Relations, dated 13 February 2025.

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

12. ADJOURNMENT

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



CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

Council meeting, held on 26 February 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 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.

MINUTES OF THE HYBRID COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE TOWN HALL, VOORTREKKER STREET, CERES ON MONDAY, 27 JANUARY 2025 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)
 Councillor GG Laban (Witzenberg Aksie)
 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)
 Alderman JJ Visagie (DA)
 Councillor K Yisa (ANC) (Virtual attendance)
 Councillor J Zalie (ANC)

Officials

Mr D Nasson (Municipal Manager)
 Mr HJ Kritzinger (Director: Finance)
 Mr M Mpeluzi (Director: Corporate Services)
 Mr J Kolkota (Deputy Director: Finance)
 Ms N Oerson (Chief Internal Audit Executive)
 Ms L Nieuwenhuis (Senior Manager: Legal Services)
 Ms R Hendricks (Manager: Communication and Marketing)
 Ms M Arendse-Smith (Acting Manager: Administration)
 Ms MJ Prins (Word Processor Operator)
 Mr J Pieterse (Senior ICT Officer)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Speaker welcomed everyone present and requested Councillor W Alexander 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)

None

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**.

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, Gelukwensing en Meelewing (11/4/3)

Council's congratulations were conveyed by Councillor K Robyn 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)

The Speaker, Alderlady EM Sidego, conveyed the following to the meeting:

- That it is the first Council meeting for the year and wish everyone a prosperous 2025, where the bad is left behind and we concentrate on the good.

- Congratulations to all the matriculants who have passed their final examinations and all the best for their future endeavours. Unfortunately, not all matriculants were successful with the final examinations, however, Council wishes them all the best and believe that students will persevere and redo the matric year.
- Early January 2025, there was an unfortunate and tragic accident in Tulbagh resulting in the loss of four lives, all from the same family. Thank you to the Municipal Manager for all the contributions towards the funeral as well as the Councillors who attended the funeral and supported the family.
- Councillors are interested in obtaining branded T-shirts and request that the Administration attends to the matter.
- What the status quo of the tablets for Councillors is.
- That a meeting with all female Councillors will be scheduled soon.

Councillor Mouton thanked the Speaker for the support provided to the bereaved family of Tulbagh as well as Councillor W Alexander and the Municipal Manager. Condolences are, however, also extended to the Weits; Pieterse and Vergotine families during their time of bereavement.

Alderman K Adams enquired as to why Councillors are required to pay for their T-shirts as they are ambassadors for Council, after which the Municipal Manager indicated that the Cost Containment Policy is quite clear on the matter and Witzenberg must comply with the National Government Policy.

The Speaker responded that Councillors are representing the community and that there are many less fortunate within the community. Thus, the more that is taken, the less the community receives.

The Municipal Manager informed the meeting that there are two (2) processes in progress related to the purchasing of the tablets and that the market is also being tested in this regard.

NOTED

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:

- Well wishes to all Councillors and Administration staff for 2025.
- Condolences to the families who have lost loved ones during their time of bereavement.
- That the Tulbagh water crisis started in December 2024, but that it appears that the battle is in the process of being won. The matter will, however, be scrutinised to prevent such occurrences in the future.
- The transportation of Vredebes learners to Morrisdale is a concern as the funding is not sufficient for the first quarter and praying for a long-term solution.

NOTED

Councillor Zalie joined the meeting.

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

The Municipal Manager informed the meeting of the following:

- That Mr Titus, an Administration official, has become very ill and consideration is being given to medical boarding.
- That the employer is in the process of arranging an incapacity hearing for the Translator of Council.

NOTED

4. MINUTES / NOTULES

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

Councillor A Gili stated that the minutes of 19 December 2024 is not a true reflection of the meeting and raised serious concerns.

Item 4.1(c) will be dealt with at item 12.2.3.1.

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 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).**

RESOLVED

- (a) *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.*
- (b) *That the minutes of the Special Council meeting, held on 19 December 2024, be held in abeyance.*

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

Alderman K Adams noted that the item is outstanding for far too long and that petitions were received from concerned Bella Vista citizens regarding the transfer station. Bella Vista is in dire need of a transfer station and enquiries are made as to the status of the matter and how long will it still take.

The Municipal Manager informed the meeting that it is a planning application in terms of the Spatial Planning and Land Use Management Act 16 of 2013 (SPLUMA). The committee is currently sitting on the matter as there were objections and if there are still objections after the outcome of the committee, the matter will be referred to the appeal body, which is the Mayoral Committee.

Councillor GG Laban noted that items listed on outstanding matters are concerning and that decisions cannot be made whilst Councillors are not aware. There are many concerns about the transfer station in Prince Alfred's Hamlet.

The Municipal Manager responded that the item was before Council and approved the possible sites for the building of the transfer site. A Public Participation Process was held and objections were received for both Bella Vista and Prince Alfred's Hamlet. The panel of service providers were appointed and approved by Council through the Council Supply Chain process to deal with the matter in terms of the SPLUMA legislation.

Councillor A Gili requested that the Councillor of the relevant ward must be involved in the process, upon which the Municipal Manager indicated that the Ward Councillor will be involved from the Public Participation Process onwards.

Alderman JJ Visagie informed that the Ward Councillors are indeed involved in the process and that the Municipal Manager was involved in the Public Participation Process of the transfer station in Prince Alfred's Hamlet.

Councillor K Robyn requested that all Councillors of the relevant ward be involved.

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**

Councillor A Gili tabled a Motion of Exigency requesting information regarding the developments of a private developer on the Bella Vista Taxi rank.

The Municipal Manager informed the meeting that the Bella Vista Taxi rank will remain as is and that the developer submitted a building plan. In terms of legislation, development cannot be denied unless it affects another development. It is an upgrade of a commercial premises, which does not require a Public Participation Process, but an application will be submitted to Council for parking or taxi rank.

RESOLVED

that notice is taken of the Motion of Exigency regarding the developments at the Bella Vista Taxi rank.

**6. INTERVIEWS WITH DELEGATIONS
 ONDERHOUDE MET AFVAARDIGINGS**

None

NOTED

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

None

NOTED

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktooraat 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)**

The Executive Mayoral Committee resolved on 23 January 2025 to recommend to Council:

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

UNANIMOUSLY RESOLVED

- (a) *that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for November and December 2024.*
- (b) *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 (9/1/2/2)

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

The Executive Mayoral Committee resolved on 23 January 2025 to recommend to Council:

- (a) that notice be taken of the updated report relating to unauthorised expenditure.
- (b) that the matter related to the Unauthorised expenditure for the 2021/2022 financial year be referred to the Ad hoc Committee for investigation and report back to Council with recommendations.

UNANIMOUSLY RESOLVED

- (a) that notice be taken of the updated report relating to unauthorised expenditure.*
- (b) that the matter related to the Unauthorised expenditure for the 2021/2022 financial year be referred to the Ad hoc Committee for investigation and submit a report to Council in this regard.*

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 from 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 where awards should have been made to another bidder."

The Executive Mayoral Committee resolved on 23 January 2025 to recommend to Council that the matter related to the irregular expenditure for the financial years 2022/2023 and 2023/2024 be referred to the Municipal Public Accounts Committee for investigation and report back to Council with recommendations.

UNANIMOUSLY RESOLVED

that the matter related to the irregular expenditure for the financial years 2022/2023 and 2023/2024 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**.

The Executive Mayoral Committee resolved on 23 January 2025 to recommend to Council that notice be taken of the stock count of 28 November 2024.

Alderman K Adams enquires about the processes involved related to redundant stock at all sites.

The Municipal Manager informed that as indicated at the Mayoral Committee meeting, an auction will be held and that the item will be tabled at the next Council meeting.

UNANIMOUSLY RESOLVED

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.**"

The Executive Mayoral Committee resolved on 23 January 2025 to recommend 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.

UNANIMOUSLY RESOLVED

- (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.**"

The Executive Mayoral Committee resolved on 23 January 2025 to recommend 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.

UNANIMOUSLY RESOLVED

- (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.

Councillor GG Laban noted a few errors in the MPAC report regarding the irregularities and that Prince Alfred's Hamlet was not listed in the report. Enquiry is therefore made as to whether the questions must be raised during the meeting or in writing if not in agreement with the report.

The Municipal Manager informed the meeting that the Annual Report must be checked whether it is factually correct and that the irregular expenditure is covered in item 8.1.3 of the agenda, which will be investigated by the Ad hoc Committee and Municipal Public Accounts Committee respectively. Furthermore, that the Auditor-general had reviewed the report and if there were any mistakes or corrections, the Auditor-general should have been notified. Once the Municipal Public Accounts Committee has adopted the report, Council can only take a resolution in terms of the requirements of the Municipal Finance Management Act.

UNANIMOUSLY RESOLVED

- (a) *that Council considered and adopted the MPAC Oversight Report of the 2023/2024 Annual Report.*
- (b) *that, having fully considered the 2023/2024 Annual Report of the Witzenberg Municipality, Council approved the 2023/2024 Annual Report without reservations.*

Break taken from 11:43 until 12:00.

8.2 Direktooraat Tegniese Dienste / Directorate Technical Services

None

NOTED

8.3 Direktooraat 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.

The following recommendation was tabled to Council:

That the Executive Mayoral Committee recommends to Council:

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

The Executive Mayoral Committee resolved on 23 January 2025 to recommend to Council:

- (a) that the matter related to the dilapidated building in Tulbagh cemetery: Approval to demolish be held in abeyance.
- (b) that an inspection in loco be held prior to deciding on the matter.

UNANIMOUSLY RESOLVED

- (a) *that the matter related to the dilapidated building in Tulbagh cemetery: Approval to demolish be held in abeyance.*
- (b) *that an inspection in loco be held prior to deciding on the matter.*

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.

The Executive Mayoral Committee resolved on 23 January 2025 to recommend 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.

UNANIMOUSLY RESOLVED

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 Direktooraat 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.

The Executive Mayoral Committee resolved on 23 January 2025 to recommend to Council:

- (a) that the matter related to the Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh be held in abeyance.
- (b) that an inspection in loco be arranged prior to decision making.
- (c) that the portfolio Chairperson of the Committee for Corporate and Financial Services arrange a meeting and engage with the other soup kitchens in this regard.

UNANIMOUSLY RESOLVED

- (a) *that the matter related to the Tulbagh Feeding Scheme: Request to lease a portion of erf 1326, Tulbagh be held in abeyance.*
- (b) *that an inspection in loco be arranged prior to decision making.*
- (c) *that the portfolio Chairperson of the Committee for Corporate and Financial Services arrange a meeting and engage with the other soup kitchens in this regard.*

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).**

The Executive Mayoral Committee resolved on 23 January 2025 to recommend to Council:

- (a) that the matter related to the Institutionalisation of Code for Ethical Leadership in Local Government be accepted.
- (b) that the Institutionalisation of Code for Ethical Leadership in Local Government be workshopped by Council.

UNANIMOUSLY RESOLVED

that the matter related to the Institutionalisation of Code for Ethical Leadership in Local Government be accepted.

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

None

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)

Councillors were informed that all reports related to outside bodies must be tabled at the next Council meeting.

NOTED

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

None

NOTED

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

These items are dealt with in the confidential minutes.

MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON THURSDAY, 12 SEPTEMBER 2024 AT 10:00

PRESENT

Councillors

Councillor LA Hardnek (Witzenberg Party) (Chairperson)
 Councillor W Alexander (PA)
 Councillor N Nogcinisa (ANC)
 Councillor KA Robyn (GOOD)
 Alderman JJ Visagie (DA)

Officials

Mr D Nasson (Municipal Manager)
 Mr J Kolkota (Deputy Director: Finance)
 Ms N Oerson (Chief Internal Audit Executive)
 Ms C Fortuin (Manager: Internal Audit)
 Mr JH Swanepoel (Manager: Projects and Performance)
 Mr CG Wessels (Manager: Administration)
 Ms M Arendse-Smith (Chief Administrative Officer)

1. OPENING AND WELCOME

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

A moment of silence was observed in memory of the late Ms Mbewu, a colleague who tragically passed on in August 2024.

NOTED

2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY (3/1/2/1)

An apology for absence from the meeting was received from the Director: Finance.

RESOLVED

that notice be taken of the apology for absence from the meeting, received from the Director: Finance.

Minutes: Municipal Public Accounts Committee
Notule: Munisipale Publieke Rekeninge Komitee
12 September 2024

3. MINUTES

3.1 Matters from or corrections to the minutes (3/1/2/3)

Alderman JJ Visagie requested that resolution 2(a) of the minutes of 18 July 2024 which reads as follows:

“(a) that the application for leave of absence from the meeting, received from Councillor N Nogcinisa, be approved.”

be amended to read as follows:

“(a) that the applications for leave of absence from the meeting, received from Councillors N Nogcinisa and K Robyn, be approved.”

NOTED

3.2 Approval of minutes (3/1/2/3)

The following minutes are attached:

- (a) Minutes of the Municipal Public Accounts Committee meeting, held on 9 November 2023: **Annexure 3.2(a)**.
- (b) Minutes of the Municipal Public Accounts Committee meeting, held on 18 July 2024: **Annexure 3.2(b)**.

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.

RESOLVED

- (a) *that the minutes of the Municipal Public Accounts Committee meeting, held on 9 November 2023, be referred to Council for approval.*
- (b) *that the minutes of the Municipal Public Accounts Committee meeting, held on 18 July 2024 (as amended), be approved and signed by the Chairperson.*

Minutes: Municipal Public Accounts Committee
Notule: Munisipale Publieke Rekeninge Komitee
12 September 2024

**3.3 MPAC resolutions register
(3/3/2)**

- Status of the implementation of MPAC resolutions.
- Feedback to MPAC regarding resolutions referred to Council.

The MPAC resolutions register, as at 20 August 2024, is attached as **annexure 3.3**.

RESOLVED

that notice be taken of the resolutions register and, after consideration, same be accepted.

4. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED BY THE CHAIRPERSON

None

NOTED

5. INTERVIEWS WITH DELEGATIONS

None

NOTED

6. DELEGATED POWERS

**6.1 Internal Audit Report: Performance Management System: 1st Quarter of 2023/2024
(5/14/3)**

The Internal Audit Report on the Performance Management System for the first quarter of 2023/2024, dated November 2023, is attached as **annexure 6.1**.

The Performance, Risk and Audit Committee resolved on 19 July 2024:

- (a) that notice is taken of the Internal Audit Report on the Performance Management System for the first quarter of 2023/2024 and same be accepted.
- (b) that the Internal Audit Report on the Performance Management System for the first quarter of 2023/2024 be tabled to the Municipal Public Accounts Committee for notice.

RESOLVED

that notice be taken of the Internal Audit Report on the Performance Management System for the first quarter of 2023/2024 and same be accepted.

6.2 Internal Audit Report: Performance Management System: 2nd Quarter of 2023/2024 (5/14/3)

The Internal Audit Report on the Performance Management System for the second quarter of 2023/2024, dated March 2024, is attached as **annexure 6.2**.

The Performance, Risk and Audit Committee resolved on 19 July 2024:

- (a) that notice is taken of the Internal Audit Report on the Performance Management System for the second quarter of 2023/2024 and same be accepted.
- (b) that the Internal Audit Report on the Performance Management System for the second quarter of 2023/2024 be tabled to the Municipal Public Accounts Committee for notice.

RESOLVED

that notice be taken of the Internal Audit Report on the Performance Management System for the second quarter of 2023/2024 and same be accepted.

6.3 Internal Audit Report: Performance Management System: 3rd Quarter of 2023/2024 (5/14/3)

The Internal Audit Report on the Performance Management System for the third quarter of 2023/2024, dated May 2024, is attached as **annexure 6.3**.

The Performance, Risk and Audit Committee resolved on 19 July 2024:

- (a) that notice is taken of the Internal Audit Report on the Performance Management System for the third quarter of 2023/2024 and same be accepted.
- (b) that the Internal Audit Report on the Performance Management System for the third quarter of 2023/2024 be tabled to the Municipal Public Accounts Committee for notice.

RESOLVED

that notice be taken of the Internal Audit Report on the Performance Management System for the third quarter of 2023/2024 and same be accepted.

**6.4 Internal Audit Report: Archives
(5/14/3)**

The Internal Audit Report on Archives, dated February 2024, is attached as **annexure 6.4**.

The Performance, Risk and Audit Committee resolved on 19 July 2024:

- (a) that notice is taken of the Internal Audit Report on Archives.
- (b) that the Internal Audit Report on Archives be tabled to the Municipal Public Accounts Committee for notice.

RESOLVED

that notice be taken of the Internal Audit Report on Archives and same be accepted.

7. RESERVED POWERS

**7.1 MPAC Annual Work Plan: 2024/2025
(2/1/2)**

The Municipal Public Accounts Committee Annual Work Plan for July 2024 until June 2025 is attached as **annexure 7.1**.

RESOLVED

- (a) *that the MPAC Work Plan for 2024/2025, after consideration, be approved.*
- (b) *that the Municipal Public Accounts Committee recommends to Council:*

that the MPAC Work Plan for 2024/2025 be approved by Council.

Minutes: Municipal Public Accounts Committee
Notule: Munisipale Publieke Rekeninge Komitee
12 September 2024

**7.2 Section 71 Monthly Budget Statement Reports of the Directorate Finance:
May and June 2024
(9/1/2/2)**

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

- (a) May 2024: **Annexure 7.2(a).**
- (b) June 2024: **Annexure 7.2(b).**

The Executive Mayoral Committee resolved on 23 July 2024 to recommend to Council:

- (a) that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 2024.
- (b) that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 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.

Council unanimously resolved on 26 July 2024:

- (a) that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 2024.
- (b) that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 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.

RESOLVED

that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 2024.

8. URGENT MATTERS

None

NOTED

9. QUESTIONS OR MATTERS RAISED BY COUNCILLORS

None

NOTED

10. ADJOURNMENT

The meeting adjourned at 10:23.

Approved on 13 December 2024 without amendments.

COUNCILLOR LA HARDNEK
CHAIRPERSON

/M Arendse-Smith

**MINUTES OF THE PERFORMANCE, RISK AND AUDIT COMMITTEE MEETING
OF WITZENBERG MUNICIPALITY, HELD VIRTUALLY (MICROSOFT TEAMS)
ON FRIDAY, 20 SEPTEMBER 2024 AT 09:00**

Performance, Risk and Audit Committee

Mr J George (Chairperson)
Ms J Lapoorta
Mr JJ Swarts

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzinger (Director: Finance)
Mr J Kolkota (Deputy Director: Finance)
Ms N Oerson (Chief Internal Audit Executive)
Ms C Fortuin (Manager: Internal Audit)
Mr W Mars (Manager: Financial Administration)
Mr JH Swanepoel (Manager: Projects and Performance)
Mr CG Wessels (Manager: Administration)
Ms M Arendse-Smith (Chief Administrative Officer)

Other attendees

Ms Mnqanqeni Unathi (AGSA)
Mr J Jansen van Rensburg (AGSA)
Mr Andre Coetzee (AGSA) (Trainee)
Ms A Prince (AGSA) (Trainee)
Mr S Vikilahle (AGSA) (Trainee)
Ms P Rozani (AGSA) (Trainee)

1. OPENING AND WELCOME

The Chairperson welcomed everyone.

NOTED

**2. CONSIDERATION OF APPLICATIONS FOR LEAVE OF ABSENCE, IF ANY
(3/1/2/1)**

None

NOTED

3. CONFLICT OF INTEREST DECLARATION

The Chairperson requested PRAC members and participants of the meeting to declare on record any conflict of interest that may arise at this meeting and remove themselves from any proceedings, in relation to that matter, giving rise to that conflict.

No conflict of interest was declared.

NOTED

4. CONFIDENTIALITY DECLARATION AND ATTENDANCE REGISTER

The Chairperson informed PRAC members and participants of the meeting that by confirming attendance by voice the attendee declares that he/she shall maintain strict confidentiality in respect of any information of a confidential nature to which he/she may become privy at this meeting of PRAC, and shall only disclose such information as may become necessary or required for the proper performance of his/her duties and functions.

The Attendance Register and Confidentiality and Conflict of Interest Declaration is attached as **annexure 4**.

NOTED

5. MINUTES**5.1 Corrections and matters from the minutes**

(a) Corrections: Minutes of meeting held on 19 July 2024

NONE

(b) Corrections: Minutes of meeting held on 16 August 2024

NONE

**5.2 Approval of minutes
(3/1/2/3)**

The following minutes are attached:

(a) Performance, Risk and Audit Committee meeting, held on 19 July 2024: **Annexure 5.2(a)**.

(b) Special Performance, Risk and Audit Committee meeting, held on 16 August 2024: **Annexure 5.2(b)**.

RESOLVED

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

- (a) Performance, Risk and Audit Committee meeting, held on 19 July 2024.*
- (b) Special Performance, Risk and Audit Committee meeting, held on 16 August 2024.*

**5.3 PRAC resolutions register
(5/14/4)**

- Status of the implementation of PRAC resolutions
- Feedback to PRAC regarding resolutions referred to Council.

The PRAC resolutions register, as at 11 September 2024, is attached as **annexure 5.3**.

RESOLVED

that notice be taken of the resolutions register and, after consideration, same be accepted.

6. PRESENTATIONS

**6.1 Audit strategy for the year ended 30 June 2024
(5/1/1/22)**

Mr Johan Jansen van Rensburg from Messrs AGSA made a presentation on the audit strategy for the year ended 30 June 2024. The presentation is attached as **annexure 6.1**.

The following matters were highlighted:

- The audit strategy to follow in respect of communication consists of:
 - Type of communication.
 - Communication role players.
 - Timing throughout the audit. 30 November 2024 targeted date to present Auditor's report.
- Significant risks
 - Fraud in procurement processes.
 - Fraud in revenue recognition.
 - Risk of management override of controls.
 - Risk relating party transactions.
 - Accounting estimates.
- Compliance with legislation
 - Annual financial statements.
 - Procurement and Contract management.
 - Expenditure management.

- Conditional grants.
- Strategic planning and performance management.
- Revenue management.
- Human resource management.
- Information technology and data
 - Use of internal audit meeting to be held with Chief Internal Audit Executive to discuss matters of IT controls.
 - Management experts to be used in specific municipal areas i.e.
 - Arch Actuarial Consulting.
 - Delta Built Environment Consultants.
 - HCB Valuations and Services.
 - Acquito and
 - AL Abbott.
 - Members of the Audit team, their designations and qualifications.
 - The key events and dates thereof.
 - 26 November 2024 identified as date to discuss the draft audit report.
 - 30 November 2024 identified that audit report be finalised.
 - The meeting corrected the date 26 August 2024 to be 26 November 2024.
- Audit fee
 - AGSA explained the various fees in detail and compared same with the previous year.
 - The amount calculates as follows:
 - Total (excluding VAT): R4 184 502
 - Total (including VAT): R4 812 177
 - AGSA provided a slide on a comparison with the budget
 - Pointed out that the hours had come down the last couple of years.
 - Reduction on audit fees: Came down with 4,23 % and compared with inflation the fees came down with 9.3 % .
 - AGSA mentioned that nonetheless the decreases above, the municipal concern in respect of the 11 % increase in audit fees is understood.
 - The Performance, Risk and Audit Committee enquired clarity in respect of the slide: Actions to get to "doing good" and if it means the municipality is doing the basics.
 - AGSA responded that it is the national assessment being used for all municipalities.
 - On a financial statement and performance level the municipality is doing well, however, it is not only an audit on the financials and management.
 - AGSA clarified that although a municipality obtains twelve consecutive clean audit reports, AGSA moves forward to the reality of the citizens in South Africa. Thus factors that come in are clean drinking water, MI's (material irregularities), irregular expenditure etc.

- AGSA moving to a point to get all municipalities "doing good".
- The Municipal Manager responded that in terms of service delivery the municipality is going good and that the irregular expenditure is due to specific legislation. The municipality is doing well under the political instability.
- AGSA accepted the opinion of the Municipal Manager and mentioned:
 - that they want to support the municipality by meetings with the Municipal Public Accounts Committee and Council.
 - that the municipality is actually on the way to "doing good".
 - that certain matters of the municipality will be taken up with AGSA leaders.

RESOLVED

that notice is taken of the presentation of Messrs AGSA in respect of the audit strategy for the year ended 30 June 2024 and, after consideration, same be accepted.

7. PERFORMANCE MANAGEMENT

None

NOTED**8. RISK MANAGEMENT****8.1 Enterprise Risk Management: Quarterly Risk Report: 4th Quarter 2023/2024 (2/12/1)**

The Quarterly Risk Report for the fourth quarter of 2023/2024 is attached as **annexure 8.1**.

The Manager: Projects and Performance tabled the Quarterly Risk Report for the 4th Quarter of 2023/2024. The following matters were highlighted:

- The Manager: Projects and Performance made a detailed presentation and clarification.
- Ms J Lapoorta enquired with regard to the following matters on the Fraud Risk Register:

- (i) PC - All users are educated on how Malware and Viruses are deployed. The PRAC member requested clarification that the control effectiveness is unsatisfactory and a high (19) risk residual.
- (ii) Money scanners to identify counterfeit money. The control effectiveness (16) is unsatisfactory.
- The Manager: Projects and Performance mentioned that he will report back on these matters and determine if the action plans are implemented and if not, why not.
- The Chief Internal Audit Executive commented that an audit on the money scanners was done two years ago and it is not regarded as high risks. The Internal Audit can confirm that no counterfeit monies were received.
- The Performance, Risk and Audit Committee concluded that the matters were properly clarified and reported on.

RESOLVED

- (a) *that notice be taken of the Quarterly Risk Report for the fourth quarter of 2023/2024 and same be accepted.*
- (b) *that the Manager: Projects and Performance reports back on the matters indicated that the control effectiveness is unsatisfactory:*
 - (i) *PC - All users are educated on how Malware and Viruses are deployed and*
 - (ii) *Money scanners to identify counterfeit money.*

9. AUDIT AND FINANCIAL MANAGEMENT**9.1 Section 71 Monthly Budget Statement Reports of the Directorate Finance: May and June 2024 (9/1/2/2)**

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

- (a) May 2024: **Annexure 9.1(a).**
- (b) June 2024: **Annexure 9.1(b).**

The Executive Mayoral Committee resolved on 23 July 2024 to recommend to Council:

- (a) that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 2024.

- (b) that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 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.

Council unanimously resolved on 26 July 2024:

- (a) that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 2024.
- (b) that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 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.

The Chief Financial Officer tabled the Section 71 Monthly Budget Statement Reports for May and June 2024.

The Performance, Risk and Audit Committee mentioned that the reports were scrutinised and submitted to AGSA after consideration and acceptance.

RESOLVED

that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for May and June 2024 and, after consideration, same be accepted.

9.2 Internal Audit Report: Compliance with Division of Revenue Act (DORA): 2023/2024 (5/14/2)

The Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024, dated June 2024, is attached as **annexure 9.2**.

The Chief Internal Audit Executive tabled the Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024.

The Performance, Risk and Audit Committee advised that Internal Audit and AGSA engage in discussions with regard to methodology to ensure effectiveness and efficiency between them and minimise duplication.

RESOLVED

- (a) *that notice be taken of the Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024 and same be accepted.*

- (b) *that the Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024 be tabled to the Municipal Public Accounts Committee for notice.*

9.3 Internal Audit Report: Municipal Staff Regulations: 2023/2024 (5/14/2)

An Internal Audit Report on Municipal Staff Regulations for 2023/2024, dated April 2024, is attached as **annexure 9.3**.

The Chief Internal Audit Executive tabled the Internal Audit Report on Municipal Staff Regulations for 2023/2024. The following matters were highlighted:

- that Internal Audit looked into the implementation of the Municipal Staff Regulations (MSR).
- No previous audit yet done on MSR, therefore decision to focus on implementation phase.
- Modus operandi of Internal Audit was to advise on what to do.

The Internal Audit advised on the following issues:

- Policies and procedures have been compiled and updated, but not approved by Council.
- A Human Resources Strategy is in draft, but has not been submitted to Senior Management, the Local Labour Forum and Council for approval.
- Performance contracts have been compiled, but some officials did not sign. The dispute procedure is not adhered to.
- Not all Performance agreements of Supervisors, Managers and Senior Managers include KPA's and KPI's on skills development.
- Not all staff members have personal development plans.

The Municipal Manager mentioned that the policies were referred by Council to the Local Labour Forum. It has been amended and in process to be taken back to Council.

RESOLVED

that notice be taken of the Internal Audit Report on Municipal Staff Regulations for 2023/2024 and, after consideration, same be accepted.

9.4 Information and Communication Technology (ICT) continuity (5/14/2)

A memorandum from the Chief Internal Audit Executive, dated 25 March 2024, is attached as **annexure 9.4**.

The Chief Internal Audit Executive tabled a memorandum in respect of Information and Communication Technology (ICT) continuity. The following matters/comments were highlighted:

- The memorandum is a preliminary report to inform the Performance, Risk and Audit Committee what Internal Audit has found. Meetings were held between Internal Audit, the Municipal Manager and Information Technology and agreed that the ICT Disaster Plan will be implemented. To date some progress has been made and implemented.
- Internal Audit mentioned that experts need to assess IT due to a lack of knowledge and skill in the Internal Audit team. A proper audit will be held later in the year and reported on.
- The ICT Administrator confirmed that an agreement with Cape Winelands District Municipality was concluded outside Witzenberg for a recovery site with them.
- The municipal financial system is back-upped in Cloud and the Section ICT is in process for a back-up site outside Ceres.
- A new generator is fitted and ICT will be ready for an audit later, probably 2025/2026.
- The Performance, Risk and Audit Committee advised that Internal Audit ensures to follow up on the plan, that everything is in place and able to run effectively for a period of time.

RESOLVED

- (a) *that notice be taken of the report in respect of Information and Communication Technology (ICT) continuity.*
- (b) *that Internal Audit waits for discussions with the Municipal Manager, obtain budget and after that plan the internal audit on Information and Communication Technology continuity.*

9.5 Witzenberg Risk-based Audit Plan (RBAP): July 2024 until June 2027 (5/14/2)

The Witzenberg Risk-based Audit Plan (RBAP) for July 2024 until June 2027 is attached as **annexure 9.5**.

RESOLVED

that notice be taken of the Witzenberg Risk-based Audit Plan (RBAP) for July 2024 until June 2027 and, after consideration, same be accepted.

**9.6 Draft Combined Assurance Framework
(5/14/P)**

The Draft Combined Assurance Framework, dated March 2024, is attached as **annexure 9.6**.

The Chief Internal Audit Executive tabled the Draft Combined Assurance Framework.

RESOLVED

That the Performance, Risk and Audit Committee recommends to Council:

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

**9.7 Internal Audit Report: By-law Enforcement
(5/14/2)**

The Internal Audit Report on By-law Enforcement, dated April 2024, is attached as **annexure 9.7**.

The Chief Internal Audit Executive tabled the Internal Audit Report on By-law Enforcement.

The Performance, Risk and Audit Committee took notice of the report and commented that more work in respect of the matter needed to be done.

The Municipal Manager provided information on the complexity of by-laws and the different role players:

- (i) Environmental by-laws attend to matters such as stray animals, air pollution etc.
- (ii) Law Enforcement have duties as peace officers.

The Municipal Manager raised concern that an expectation may be created that Law Enforcement must act at all times without knowledge of the matter and outside their boundaries.

RESOLVED

that notice be taken of the Internal Audit report on By-law Enforcement and, after consideration, same be accepted.

9.8 Status report on implementation of Internal Audit Risk-based Audit Plan (RBAP): 4th Quarter 2023/2024 (5/14/2)

The Status report on the implementation of the Internal Audit Risk-based Audit Plan (RBAP) for the fourth quarter of 2023/2024, dated July 2024, is attached as **annexure 9.8**.

The Chief Internal Audit Executive tabled the Status report on the implementation of the Internal Audit Risk-based Audit Plan (RBAP) for the fourth quarter of 2023/2024.

RESOLVED

That the Performance, Risk and Audit Committee recommends to Council:

that notice be taken of the Status report on the implementation of the Internal Audit Risk-based Audit Plan (RBAP) for the fourth quarter of 2023/2024.

10. OTHER MATTERS

None

NOTED

11. NEXT MEETING (03/1/2/3)

The Municipal Manager, Chief Internal Audit Executive and Manager: Administration will determine the date for the next meeting and, after consultation with the Performance, Risk and Audit Committee members, inform all accordingly.

NOTED

12. PRAC-in-COMMITTEE

These matters are dealt with in the confidential minutes.

MINUTES OF THE MEETING OF THE COMMITTEE FOR CORPORATE AND FINANCIAL SERVICES OF THE WITZENBERG MUNICIPALITY, HELD ON TUESDAY, 8 OCTOBER 2024 AT 10:00 IN THE COUNCIL CHAMBERS, 50 VOORTREKKER STREET, CERES.

NOTULE VAN DIE VERGADERING VAN DIE KOMITEE VIR KORPORATIEWE EN FINANSIËLE DIENSTE VAN DIE MUNISIPALITEIT WITZENBERG, GEHOU OP DINSDAG, 8 OKTOBER 2024 OM 10:00 IN DIE RAADSAAL, VOORTREKKERSTRAAT 50, CERES

Alderman / Raadsheer / Councillors / Raadslede

JP Fredericks (Chairperson) (FFP)
D Swart (DA)
WJ Alexander (PA)
J Zalie (ANC)

Non-Committee Members / Nie-Komiteelede

JF Nel (Executive Deputy Mayor)

Officials / Amptenare

Mr / Mnr D Nasson (Municipal Manager / Munisipale Bestuurder)
Mr / Mnr HJ Kritzing (Director: Finance / Direkteur: Finansies)
Mr / Mnr M Mpeluza (Director: Corporate Services / Direkteur: Korporatiewe Dienste)
Mr / Mnr J Kolkota (Deputy Director: Finance / Adjunk Direkteur: Finansies)
Ms / Me R Hendricks (Manager: Marketing and Communication / Bestuurder: Bemaking en Kommunikasie)
Ms / Me C Stevens (Manager: Income / Bestuurder: Inkomste)
Mr / Mnr W Mars (Manager: Financial Administration / Bestuurder: Finansiële Administrasie)
Mr / Mnr M Frieslaar (Manager: Supply Chain / Bestuurder: Voorsieningskanaal)
Mr / Mnr CG Wessels (Manager: Administration / Bestuurder: Administrasie)
Ms / Me L Nieuwenhuis (Manager: Legal Services / Bestuurder: Regsdienste)
Mr / Mnr C Titus (Committee Clerk / Komiteeklerk)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING / UKUVULWA NOLWAMNKELO

The Chairperson welcomed everyone present and requested thereafter Deputy Director: Finance to open the meeting with prayer.

Die Voorsitter verwelkom almal teenwoordig en versoek Adjunk daarna Direkteur: Finansies om die vergadering te open met gebed.

NOTED / AANGETEKEN / IGQALIWE

2. CONSIDERATION FOR ABSENCE OF LEAVE, IF ANY AND DECLARATION OF INTEREST / OORWEGING VAN AANSOEKE OM VERLOF TOT AFWESIGHEID, INDIEN ENIGE EN VERKLARING VAN BELANGE (3/1/2/1)

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

Apologies for leave of absence from the meeting from the meeting were received from Senior Manager: Human Resources (sick leave), Manager: IDP and Chief: Administrative Officer (leave).

Verskonings vir afwesigheid van die vergadering is ontvang vanaf die Senior Bestuurder: Menslike Hulpbronne (siek verlof), Bestuurder: GOP en Hoof Administratiewe Beampte (verlof).

RESOLVED

that the apologies for leave of absence from the meeting received from Senior Manager: Human Resources, Manager: IDP and Chief: Administrative be approved.

BESLUIT

Dat die verskonings vir afwesigheid van die vergadering, ontvang vanaf Senior Bestuurder: Menslike Hulpbronne, Bestuurder: GOP en Hoof Administratiewe Beampte goedgekeur word.

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**.

NOTED

3. MINUTES / NOTULES/IMIZUZU

3.1 Matters / Corrections from the minutes (3/1/2/3)

None / Geen

NOTED / AANGETEKEN

3.2 APPROVAL OF MINUTES / GOEDKEURING VAN NOTULE (3/1/2/3)

The minutes of the meeting of the Committee for Corporate and Financial Services, held on 6 August 2024, are attached as **annexure 3.2**.

Die notule van 'n vergadering van die Komitee vir Korporatiewe en Finansiële Dienste, gehou op 6 Augustus 2024, word ingebind as **bylae 3.2**.

RESOLVED

that the minutes of the meeting of the Committee for Corporate and Financial Services, held on 6 August 2024, be approved and signed by the Chairperson.

BESLUIT

dat die notule van die vergadering van die Komitee vir Korporatiewe en Finansiële Dienste, gehou 6 Augustus 2024, goedgekeur en deur die Voorsitter onderteken word.

4. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED BY THE CHAIRPERSON / VERKLARINGS, MEDEDELINGS OF SAKE INGEDIEN DEUR DIE VOORSITTER

None / Geen

NOTED / AANGETEKEN

5. INTERVIEWS WITH DELEGATIONS / ONDERHOUDE MET AFGEVAARDIGDES

None /Geen

NOTED / AANGETEKEN

6. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

**6.1. Outstanding Matters / Uitstaande Sake /
(3/3/2)**

None / Geen.

NOTED / AANGETEKEN

**6.2 Monthly reports: Directorate: Corporate Services: July and August 2024 /
Maandverslae: Direktooraat: Korporatiewe Dienste: Julie en Augustus 2024
(09/1/2/1)**

The following monthly reports of the Directorate: Corporate Services are attached:

Die volgende maandverslae van die Direktooraat: Korporatiewe Dienste word ingebind:

- | | | |
|-----|------------------------|--------------------------------|
| (a) | July / Julie 2024 | Annexure / Bylae 6.2(a) |
| (b) | August / Augustus 2024 | Annexure / Bylae 6.2(b) |

RESOLVED

that the Committee for Corporate and Financial Services, after consideration, takes notice of the content of the monthly reports of the Directorate: Corporate Services for July and August 2024 and same be approved and accepted.

BESLUIT

dat die Komitee vir Korporatiewe en Finansiële Dienste, na oorweging, kennis neem van die inhoud van die maandverslae van die Direktooraat: Korporatiewe Dienste vir Julie en Augustus 2024 en dat die verslae goedgekeur en aanvaar word.

**6.3 Risk Management Report Committee for Corporate and Financial Services
(9/1/2/2)**

This is a standing quarterly item. / Hierdie is 'n staande kwartaallikse item

None / Geen

NOTED / AANGETEKEN

7. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

7.1 Directorate Finance / Direktooraat Finansies

Section 71 Monthly Budget Statement Reports of Directorate Finance: July and August 2024 / Artikel 71 Maandelikse Begrotingsverslae van die Direktooraat Finansies: Julie en Augustus 2024 (9/1/2/2)

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

Die volgende Artikel 71 Maandelikse Begrotingsverslae van die Direktooraat Finansies word ingebind:

- | | | |
|-----|------------------------|--------------------------------|
| (a) | July / Julie 2024 | Annexure / Bylae 7.1(a) |
| (b) | August / Augustus 2024 | Annexure / Bylae 7.1(b) |

Council unanimously resolved on 30 September 2024:

- “(a) that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for July and August 2024.
- (b) that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for July and August 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.”

RESOLVED

that the Committee for Corporate and Financial Services, after consideration, takes notice of the content of the Section 71 Monthly Budget Statement Reports of Directorate Finance for July and August 2024 and same be approved and accepted.

BESLUIT

dat die Komitee vir Korporatiewe en Finansiële Dienste, na oorweging, kennis neem van die inhoud van die Artikel 71 Maandelikse Begrotingsverslae van die Direktooraat Finansies vir Julie en Augustus 2024 en dat die verslae goedgekeur en aanvaar word.

7.2 Quarterly Budget Statement [Section 52(d)] Report: 4th Quarter 2023/2024 (April until June 2024) / Kwartaallikse Begrotingsverslag [Artikel 52(d)]: 4de kwartaal 2023/2024 (April tot Junie 2024) (9/1/1 & 9/1/2/2)

The Quarterly Budget Statement [Section 52(d)] Report for the 4th Quarter of 2023/2024 is attached as **annexure 7.2**.

Die Kwartaallikse Begrotingsverslag [Artikel 52(d)] vir die 4de kwartaal van 2023/2024 is aangeheg as **bylae 7.2**.

Council unanimously resolved on 30 September 2024:

- (a) that notice be taken of the Quarterly Budget Statement [Section 52(d)] Report for the 4th Quarter of 2023/2024.
- (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.

RESOLVED

that the Committee for Corporate and Financial Services, after consideration, takes notice of the content of the Quarterly Budget Statement [Section 52(d)] Report for the 4th Quarter of 2023/2024 (April until June 2024) and same be approved and accepted

BESLUIT

dat die Komitee vir Korporatiewe en Finansiële Dienste, na oorweging oorweging, kennis neem van die Kwartaallikse Begrotingsverslag Artikel 52(d)] vir die 4de kwartaal van 2023/2024 (April tot Junie 2024) en dat die verslae goedgekeur en aanvaar word.

7.3 Request to purchase a portion of Erf 1352, Tulbagh / Versoek om 'n gedeelte van Erf 1352, Tulbagh aan te koop (7/1/4/1)

Item 8.1 of the Committee for Corporate and Financial Services held on 6 August 2024 refers.

A memorandum from the Manager: Legal Service, dated 19 April 2024, is attached as **annexure 7.3**.

The Committee for Corporate and Financial Services held on 6 August 2024 resolved on that that the matter in respect of the request to purchase a portion of erf 1352, Tulbagh be held in abeyance for further technical inputs by the Department: Technical Services as well as the Ward Committee of Ward 11 and the matter properly be investigated.

RESOLVED

that the matter in respect of the request to purchase a portion of erf 1352, Tulbagh be held in abeyance for a site inspection to be held.

BESLUIT

dat die aangeleentheid rakende die versoek om 'n gedeelte van Erf 1352, Tulbagh aan te koop oorstaan tot die eerskomende vergadering om 'n terplaatsse inspeksie te doen.

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

8.1 Request for information:

- (a) Erf 1352, Tulbagh
- (b) Erf 2997, Bella Vista
- (c) Erf 218, Op-die-Berg

Councillor W Alexander enquired the status quo of the following erven being submitted for consideration to be purchased:

- (a) Erf 1352, Tulbagh
- (b) Erf 2997, Bella Vista
- (c) Erf 218, Op-die-Berg

Municipal Manager responded that the matters are earmarked to be submitted to Council 30 October 2024.

NOTED.

9. COMMITTEE FOR CORPORATE AND FINANCIAL SERVICES-IN-COMMITTEE / KOMITEE VIR KORPORATIEWE EN FINANSIËLE DIENSTE IN-KOMITEE

MINUTES OF THE EXECUTIVE MAYORAL COMMITTEE MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE TOWN HALL, VOORTREKKER STREET, CERES ON MONDAY, 4 NOVEMBER 2024 AT 11:00

PRESENT

Executive Mayoral Committee

Councillor TE Abrahams (DA) (Executive Mayor)
Alderman K Adams (DA)
Councillor P Daniels (DA)
Councillor JP Fredericks (FF Plus)
Alderman HJ Smit (DA)

Councillors not on Executive Mayoral Committee

Alderlady EM Sidego (DA) (Speaker) (ex officio)
Councillor J Rooi (Witzenberg Party) (Chairperson: MPAC)

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzinger (Director: Finance)
Mr JE Delport (Acting Director: Technical Services)
Mr M Mpeluza (Director: Corporate Services)
Ms N Oerson (Chief Internal Audit Executive)
Mr A Hofmeester (Manager: IDP)
Mr CG Wessels (Manager: Administration)
Ms M Arendse-Smith (Chief Administrative Officer)
Mr C Titus (Committee Clerk)

Other attendees

Mr M de Villiers (Ceres Business Initiative)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Chairperson welcomed everyone present and opened the meeting with prayer.

The newly appointed Acting: Director: Technical Services, Mr JE Delport, was introduced to the Mayoral Committee and the various portfolio committees each are responsible for.

The Municipal Manager mentioned that Mr JE Delport is highly qualified and vastly experienced in the required field.

Mr Delport responded with gratitude on the warm welcome and mentioned that it was an honour to be associated with Witzenberg Municipality. He intends to continue with the good work of his predecessor.

NOTED

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

2.1 Consideration of application for leave of absence
Aansoeke om verlof tot afwesigheid
(3/1/2/1)

None.

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**.

The Confidentiality and Conflict of Interest Declaration was duly signed by all Councillors. No conflict of interest was declared.

NOTED

3. MINUTES / NOTULES

3.1 Corrections to the minutes / Regstellings aan die notules

None

NOTED

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

The minutes of the Executive Mayoral Committee meeting, held on 26 September 2024, are attached as **annexure 3.2**.

RESOLVED

That the minutes of the Executive Mayoral Committee meeting, held on 26 September 2024, be approved and signed by the Executive Mayor.

**4. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED BY EXECUTIVE MAYOR
MEDEDELINGS, AANKONDIGINGS OF SAKE DEUR UITVOERENDE BURGEMEESTER GEOPPER
(9/1/1)**

None

NOTED

5. INTERVIEWS WITH DELEGATIONS / ONDERHOUDE MET AFVAARDIGINGS

None

NOTED

6. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

None

NOTED

7. RESERVED POWERS / GERESERVEERDE BEVOEGDHEDE

7.1 Directorate Finance / Direktoraat Finansies

7.1.1 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 7.1.1**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

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

7.1.2 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 7.1.2**.

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.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.2 Directorate Technical Services / Direktooraat Tegniese Dienste

7.2.1 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 7.2.1(a).**
- (b) Draft Bylaw for Deployment of Electronic Communications Facilities: **Annexure 7.2.1(b).**
- (c) Schedule A: Framework Municipal Land Use Agreement: **Annexure 7.2.1(c).**
- (d) Schedule B: Electronic Communications Facilities Lease: **Annexure 7.2.1(d).**
- (e) Wayleave tariffs Witzenberg Municipality 2024/2025: **Annexure 7.2.1(e).**
- (f) Policy for work and installation of services in road reserve (Revision 2): **Annexure 7.2.1(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.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.2.2 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 7.2.2(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.

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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 7.2.2(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.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.2.3 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 7.2.3(a)**.
- (b) Memorandum from Director: Technical Services, dated 4 September 2024: **Annexure 7.2.3(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 successful 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.

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Notule: Uitvoerende Burgemeesterskomitee
4 November 2024

- (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.

RESOLVED

That the Executive Mayoral Committee recommends 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 successful 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.*

7.3 Directorate Community Services / Direktooraat Gemeenskapsdienste

None

NOTED

7.4 Directorate Corporate Services / Direktooraat Korporatiewe Dienste

7.4.1 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 7.4.1**.

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.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

**7.4.2 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 7.4.2**.

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.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

Minutes: Executive Mayoral Committee
Notule: Uitvoerende Burgemeesterskomitee
4 November 2024

**7.4.3 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 7.4.3**.

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.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

Minutes: Executive Mayoral Committee
Notule: Uitvoerende Burgemeesterskomitee
4 November 2024

7.4.4 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 7.4.4.**

RESOLVED

That the Executive Mayoral Committee recommends 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.*

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

None

NOTED

9. FORMAL AND STATUTORY MATTERS
FORMELE EN STATUTÊRE SAKE

None

NOTED

10. EXECUTIVE MAYORAL COMMITTEE-in-COMMITTEE
UITVOERENDE BURGEMEESTERSKOMITEE-in-KOMITEE

These items are dealt with in the confidential minutes.

REPORT OF THE MEETING OF THE COMMITTEE FOR HOUSING MATTERS OF WITZENBERG MUNICIPALITY, HELD IN THE TOWN HALL, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON TUESDAY, 26 NOVEMBER 2024 AT 10:00

VERSLAG VAN DIE VERGADERING VAN DIE KOMITEE VIR BEHUISINGSAANGELEENTHEDE VAN DIE MUNISIPALITEIT WITZENBERG, GEHOUD OP DINSAG, 26 NOVEMBER 2024 OM 10:00 IN DIE STADSAAL, MUNISIPALE KANTORE, VOORTEKKERSTRAAT 50, TULBAGH

PRESENT / TEENWOORDIG

Committee Members / Komiteelede

Alderman / Raadsheer K Adams (Chairperson / Voorsitter) (DA)
Alderman / Raadsheer D Swart (DA)

Officials/ Amptenare

Ms / Me C Mackenzie (Manager: Housing / Bestuurder: Behuising)
Mr / Mnr T Plaatjies (Senior Housing Officer / Senior Behuisingsbeampte)
Ms / Me M Arendse-Smith (Chief Administration Officer / Hoof Administratiewe Beampte)
Mr / Mnr C Titus (Committee Clerk / Komiteeklerk)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING / UKUVULWA NOLWAMNKELO

The Chairperson welcomed everyone present and informed the meeting that due to a lack of quorum, the meeting could not take place as scheduled.

The meeting will therefore be rescheduled for Friday, 29 November 2024.

NOTED / AANGETEKEN

2. AJOURNMENT / VERGDAGING

The meeting adjourned at 10:15 / Die vergadering verdaag om 10:15

/ms

MINUTES OF THE EXECUTIVE MAYORAL COMMITTEE MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE TOWN HALL, VOORTREKKER STREET, CERES ON TUESDAY, 10 DECEMBER 2024 AT 09:00

PRESENT

Executive Mayoral Committee

Councillor TE Abrahams (DA) (Executive Mayor)
 Councillor JF Nel (ICOSA) (Executive Deputy Mayor)
 Alderman K Adams (DA)
 Councillor P Daniels (DA)
 Councillor JP Fredericks (FF Plus)
 Alderman HJ Smit (DA)

Councillors not on Executive Mayoral Committee

Alderlady EM Sidego (DA) (Speaker) (ex officio)
 Councillor J Rooi (Witzenberg Party) (Chairperson: MPAC) (ex officio)

Officials

Mr D Nasson (Municipal Manager)
 Mr JE Delpont (Acting Director: Technical Services)
 Mr J Kolkota (Deputy Director: Finance)
 Ms I Barnard (Acting Director: Corporate Services)
 Ms N Oerson (Chief Internal Audit Executive)
 Mr CG Wessels (Manager: Administration)
 Mr C Titus (Committee Clerk)

Other representatives

Mr M de Villiers (Ceres Business Initiative)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Executive Mayor welcomed everyone and requested Councillor J Rooi 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 Director: Corporate Services, who was attending a TASK meeting of SALGA and the Director: Finance who was attending a CFO Forum meeting.

RESOLVED

that the apologies for absence from the meeting, received from the Director: Corporate Services (attending a TASK meeting of SALGA) and the Director: Finance (attending a CFO Forum meeting) 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. MINUTES / NOTULES

3.1 Corrections to the minutes / Regstelling van notule

None / Geen

NOTED / AANGETEKEN

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

The Executive Mayor enquired about the dilapidated buildings of the municipality such as the Pigeon Society building in Wolseley.

The Municipal Manager responded that the Pigeon Society building has already been advertised and that all other buildings will be advertised in the local newspaper on 13 December 2024.

NOTED

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

The minutes of the Executive Mayoral Committee meeting, held on 4 November 2024, are attached as **annexure 3.3**.

RESOLVED

that the minutes of the Executive Mayoral Committee meeting, held on 4 November 2024, be approved and signed by the Executive Mayor.

**4. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED BY EXECUTIVE MAYOR
MEDEDELINGS, AANKONDIGINGS OF SAKE DEUR UITVOERENDE BURGEMEESTER GEOPPER
(9/1/1)**

- (a) The Executive Mayor expressed his gratitude towards all Mayoral Committee members for their support during the year.
- (b) The Executive Mayor thanked the Speaker for her handling and management of Council during the year.
- (c) The Executive Mayor thanked the Municipal Manager and Senior management for the massive improvement in the municipality with regard to cooperation, cohesion and the strong basis laid between Council and Administration.
- (d) The Executive Mayor wished everyone a blessed festive season, a good rest and a prosperous new year.

NOTED

5. INTERVIEWS WITH DELEGATIONS / ONDERHOUDE MET AFVAARDIGINGS

None

NOTED

6. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

6.1 Directorate Technical Services / Direktooraat Tegniese Dienste

**6.1.1 Consolidation and subdivision appeal: Erven 1311 and 1315, Phillip Street, Ceres
(15/4/1/1/234)**

A memorandum from the Senior Town Planner, dated 7 October 2024, is attached as **annexure 6.1.1**.

RESOLVED

That the appeal of Mr E Reyneke against the decision of the Town Planning Department to refuse the application for subdivision of erven 1311 and 1315, Phillip Street, Ceres be dismissed and the decision of the Senior Manager: Town Planning and Building Control be confirmed.

7. RESERVED POWERS / GERESERVEERDE BEVOEGDHEDE

7.1 Directorate Finance / Direktoraat Finansies

7.1.1 Section 71 Monthly Budget Statement Report of Directorate Finance: October 2024

Artikel 71 Maandelikse Begrotingsverslag van Direktoraat Finansies: Oktober 2024 (9/1/2/2)

The Section 71 Monthly Budget Statement Report of the Directorate Finance for October 2024 is attached as **annexure 7.1.1**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

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

BESLUIT

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

- (i) dat kennis geneem word van die Artikel 71 Maandelikse Begrotingsverslag van die Direktoraat Finansies vir Oktober 2024 en genoemde aanvaar word.*
- (ii) Artikel 71 Maandelikse Begrotingsverslag van die Direktoraat Finansies vir Oktober 2024 na die Portefeuljekomitee vir Korporatiewe en Finansiële Dienste, die Prestasie-, Risiko- en Ouditkomitee en die Munisipale Publieke Rekeninge Komitee verwys word vir kennisname of om die Raad te adviseer indien nodig geag.*

7.1.2 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 7.1.2**.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.1.3 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 off 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."

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.1.4 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 7.1.4**.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.2 Directorate Technical Services / Direktoraat Tegniese Dienste

None

NOTED

7.3 Directorate Community Services / Direktoraat Gemeenskapsdienste

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

The Witzenberg Disaster Management Annual report for 2023/2024, received from the Manager: Disaster Management and Emergency Services, is attached as **annexure 7.3.1**.

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.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.3.2 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 7.3.2**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

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

7.3.3 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 7.3.3**.

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"

RESOLVED

That the Executive Mayoral Committee recommends to Council:

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

7.3.4 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 m³ 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 m³ and the development of a 19.5 MWp solar farm. The proposal is attached as **annexure 7.3.4 (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."

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.3.5 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 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."

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.4 Directorate Corporate Services / Direktooraat Korporatiewe Dienste

7.4.1 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.

RESOLVED

That the Executive Mayoral Committee recommends 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.*

7.4.2 Proposed 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 7.4.2**. 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 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, 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."

RESOLVED

That the Executive Mayoral Committee recommends to Council:

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

7.4.3 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 7.4.3(a).**
- (b) Standard draft By-Law for Township Economies: **Annexure 7.4.3(b).**
- (c) House Shop By-Law of Witzenberg Municipality: **Annexure 7.4.3(c).**
- (d) SALGA circular on regulation of spaza shops: **Annexure 7.4.3(d).**

RESOLVED

that the matter regarding the presidential pronouncement to register spaza shops within 21 days be held in abeyance until the next meeting.

7.4.4 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 7.4.4(a)**.
- (b) Report from Manager: Socio-Economic Development, dated 7 June 2024: **Annexure 7.4.4(b)**.
- (c) Proposal: Witzenville Park by Care4Tulbagh: **Annexure 7.4.4(c)**.

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.

7.4.5 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 7.4.5(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. They 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 7.4.5(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 7.4.5(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."

RESOLVED

That the Executive Mayoral Committee recommends 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.*

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

None

NOTED

**9. FORMAL AND STATUTORY MATTERS
FORMELE EN STATUTÊRE SAKE**

None

NOTED

**10. EXECUTIVE MAYORAL COMMITTEE-in-COMMITTEE
UITVOERENDE BURGEMEESTERSKOMITEE-in-KOMITEE**

These items are dealt with in the confidential minutes.

MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON FRIDAY, 13 DECEMBER 2024 AT 08:00

PRESENT

Councillors

Councillor J Rooi (Witzenberg Party) (Chairperson)
Councillor WJ Alexander (PA)
Alderman JJ Visagie (DA)

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzing (Director: Finance)
Mr M Mpeluz (Director: Corporate Services)
Mr J Kolkota (Deputy Director: Finance)
Ms N Oerson (Chief Internal Audit Executive)
Ms C Fortuin (Manager: Internal Audit)
Mr CG Wessels (Manager: Administration)
Ms M Arendse-Smith (Chief Administrative Officer)

1. OPENING AND WELCOME

The Chairperson welcomed everyone present and opened the meeting with prayer.

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 N Nogcinisa and K Robyn.

RESOLVED

that the applications for leave of absence from the meeting, received from Councillors N Nogcinisa and K Robyn, be approved pending submission of the written apology.

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

None / Geen

NOTED / AANGETEKEN

3. MINUTES

3.1 Corrections to the minutes
(3/1/2/3)

None / Geen

NOTED / AANGETEKEN

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

None / Geen

NOTED / AANGETEKEN

3.3 Approval of minutes
(3/1/2/3)

The minutes of the Municipal Public Accounts Committee meeting, held on 12 September 2024, are attached as **annexure 3.3**.

RESOLVED

that the minutes of the Municipal Public Accounts Committee meeting, held on 12 September 2024, be approved and signed by the Chairperson.

3.4 MPAC resolutions register
(3/3/2)

- Status of the implementation of MPAC resolutions.
- Feedback to MPAC regarding resolutions referred to Council.

The MPAC resolutions register is attached as **annexure 3.4**.

RESOLVED

That notice be taken of the resolutions register and, after consideration, same be accepted.

4. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED BY THE CHAIRPERSON

The Chairperson informed the meeting that he aims to take functions of this committee very seriously and ensures that all matters are correctly dealt with as there has recently been case law resulting in officials being charged for irregularities.

NOTED**5. INTERVIEWS WITH DELEGATIONS**

None

NOTED**6. DELEGATED POWERS**

None

NOTED

7. RESERVED POWERS

7.1 Section 71 Monthly Budget Statement Reports of the Directorate Finance: July, August and September 2024 (9/1/2/2)

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

- | | | |
|-----|----------------|------------------------|
| (a) | July 2024 | Annexure 7.1(a) |
| (b) | August 2024 | Annexure 7.1(b) |
| (c) | September 2024 | Annexure 7.1(c) |

Council unanimously resolved on 30 September 2024:

- (a) that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for July and August 2024.
- (b) that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for July and August 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.

Council unanimously resolved on 12 November 2024:

- (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

Director: Finance informed the meeting of the following:

- That measures to improve debt collection are being explored.
- That targets be set for capital projects and also better management.

The Municipal Manager indicated that there are currently three (3) projects , which have already been awarded, namely:

- Upgrading of the pipeline from the mountain to Wolseley
- Wolseley sewerage plant
- Upgrading of the Ceres substation

Alderman JJ Visagie enquired whether funds not used due to unforeseen circumstances could be rolled over to the next financial year.

The Municipal Manager responded that with own funds it is possible, but unfortunately grant funding cannot be rolled over to the next financial year.

RESOLVED

that notice be taken of the Section 71 Monthly Budget Statement Reports of the Directorate Finance for July, August and September 2024.

7.2 Quarterly Budget Statement [Section 52(d)] Report: 4th Quarter 2023/2024 (April until June 2024) (9/1/1 & 9/1/2/2)

The Quarterly Budget Statement [Section 52(d)] Report for the 4th Quarter of 2023/2024 is attached as **annexure 7.2**.

Council unanimously resolved on 30 September 2024:

- (a) that notice be taken of the Quarterly Budget Statement [Section 52(d)] Report for the 4th Quarter of 2023/2024.
- (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.

RESOLVED

that notice be taken of the Quarterly Budget Statement [Section 52(d)] Report for the 4th Quarter of 2023/2024.

7.3 Internal Audit Report: Compliance with Division of Revenue Act (DORA): 2023/2024 (5/14/2)

The Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024, dated June 2024, is attached as **annexure 7.3**.

The Chief Internal Audit Executive tabled the Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024 the Performance, Risk and Audit Committee meeting, held on 20 September 2024.

The Performance, Risk and Audit Committee advised that Internal Audit and AGSA engage in discussions with regard to methodology to ensure effectiveness and efficiency between them and minimise duplication.

The Performance, Risk and Audit Committee resolved on 20 September 2024:

- (a) that notice be taken of the Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024 and same be accepted.

- (b) that the Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024 be tabled to the Municipal Public Accounts Committee for notice.

RESOLVED

that notice be taken of the Internal Audit Report on Compliance with the Division of Revenue Act (DORA) for 2023/2024.

7.4 Internal Audit Report: Municipal Staff Regulations: 2023/2024 (5/14/2)

An Internal Audit Report on Municipal Staff Regulations for 2023/2024, dated April 2024, is attached as **annexure 7.4**.

The Chief Internal Audit Executive tabled the Internal Audit Report on Municipal Staff Regulations for 2023/2024 at the Performance, Risk and Audit Committee meeting, held on 20 September 2024. The following matters were highlighted:

- that Internal Audit looked into the implementation of the Municipal Staff Regulations (MSR).
- No previous audit yet done on MSR, therefore decision to focus on implementation phase.
- Modus operandi of Internal Audit was to advise on what to do.

The Internal Audit advised on the following issues:

- Policies and procedures have been compiled and updated, but not approved by Council.
- A Human Resources Strategy is in draft, but has not been submitted to Senior Management, the Local Labour Forum and Council for approval.
- Performance contracts have been compiled, but some officials did not sign. The dispute procedure is not adhered to.
- Not all Performance agreements of Supervisors, Managers and Senior Managers include KPA's and KPI's on skills development.
- Not all staff members have personal development plans.

The Performance, Risk and Audit Committee resolved on 20 September 2024 that notice be taken of the Internal Audit Report on Municipal Staff Regulations for 2023/2024 and, after consideration, same be accepted.

Councillor W Alexander enquired about the matters which have been identified for Management's attention as indicated by Internal Audit's report plan for 2023/2024.

The Chief Internal Audit Executive responded that there was non-compliance in terms of the Staff Regulations, which was noted for the attention of Council and Management.

The Director: Corporate Services informed the meeting that all relevant policies have already been tabled to Council but had been referred to the Local Labour Forum and in the process of being dealt with. It is however noted that it is a cumbersome process.

RESOLVED

that notice be taken of the Internal Audit Report on Municipal Staff Regulations for 2023/2024.

**7.5 Internal Audit Report: By-law Enforcement
(5/14/2)**

The Internal Audit Report on By-law Enforcement, dated April 2024, is attached as **annexure 7.5**.

The Chief Internal Audit Executive tabled the Internal Audit Report on By-law Enforcement at the Performance, Risk and Audit Committee meeting, held on 20 September 2024.

The Performance, Risk and Audit Committee took notice of the report and commented that more work in respect of the matter needed to be done.

The Municipal Manager provided information on the complexity of by-laws and the different role players:

- (i) Environmental by-laws attend to matters such as stray animals, air pollution etc.
- (ii) Law Enforcement have duties as peace officers.

The Municipal Manager raised concerns that an expectation may be created that Law Enforcement must act at all times without knowledge of the matter and outside their boundaries.

The Performance, Risk and Audit Committee resolved on 20 September 2024 that notice be taken of the Internal Audit report on By-law Enforcement and, after consideration, same be accepted.

RESOLVED

that notice be taken of the Internal Audit report on By-law Enforcement.

7.6 Status report on implementation of Internal Audit Risk-based Audit Plan (RBAP): 4th Quarter 2023/2024 (5/14/2)

The Status report on the implementation of the Internal Audit Risk-based Audit Plan (RBAP) for the fourth quarter of 2023/2024, dated July 2024, is attached as **annexure 7.6**.

The Performance, Risk and Audit Committee resolved on 20 September 2024 to recommend to Council that notice be taken of the Status report on the implementation of the Internal Audit Risk-based Audit Plan (RBAP) for the fourth quarter of 2023/2024.

RESOLVED

that notice be taken of the Status report on the implementation of the Internal Audit Risk-based Audit Plan (RBAP) for the fourth quarter of 2023/2024.

7.7 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 MPAC to perform an oversight function on behalf of Council.

- (a) Draft MPAC Oversight Report 2023/2024 will be compiled at the meeting.

The following documents are attached:

- (b) Annual Report 2023/2024: **Annexure 7.7(b)**.
- (c) Draft MPAC checklist for considering 2023/2024 Annual Report: **Annexure 7.7(c)**.

The Municipal Manager informed the meeting that the Draft MPAC checklist for considering 2023/2024 Annual Report cannot be completed at this stage as there is a waiting period for public comments. In the event of receiving any comments, the matter will be tabled to the Municipal Public Accounts Committee again before tabling to Council.

The Municipal Manager informed of the following:

- that in terms of the writing-off of debt, red flags are appearing and that strategies in this regard would have to be considered soon.
- that the national norm for revenue collection rate is set at 95 %. In the previous financial year the municipality collected 94 %, but to date the municipality is struggling to collect 90 %.
- There are, however, policies in place to ensure collection of monies due to Council.
- that Industrial effluent currently has a huge impact on the collection rate and it is advised that the By-Law on Industrial Effluent be revised.

Councillor W Alexander enquired whether the 30 % auxiliary charges have a positive impact, where after the Director: Finance indicated that other municipalities are much stricter and impose fines, which are factors to consider.

The Deputy Director: Finance informed the meeting that Witzenberg Municipality was advised by National Treasury to install water meters as water is currently the biggest expense.

The Chairperson enquired about the large difference in Essen funding between 2023 and 2024.

The Municipal Manager responded that the previous funds were from the federal government which ended and that Essen is currently giving from their own funds.

RESOLVED

that notice be taken of the Oversight Report and that after receipt of public comments, the report be tabled at the next meeting for approval.

8. QUESTIONS OR MATTERS RAISED BY COUNCILLORS

None

NOTED

9. ADJOURNMENT

The meeting adjourned at 10:06.

Approved on 16 January 2025 with amendments.

COUNCILLOR J ROOI
CHAIRPERSON

/M Arendse-Smith
/M Prins



Monthly Budget Statement Report Section 71 for January 2025

**Financial data is in respect of the period
1 July 2024 to 31 January 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.

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, spending 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.

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) 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.

(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) 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."

(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 20 531 accounts amounting to R39.9 million was printed and distributed to consumers. The prepaid electricity sales amounted to R7.5 million in comparison to sales of R7.4 million for the same month during the prior financial year.

The indigent cost to the municipality for the month amounts to R 2.468 million in comparison to the prior month figure of R2.400 million

The accumulated debtor's collection target for the year is 94%, and the actual accumulated year to date debtor's collection is 78% 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 January 2025 an amount of R410 424 was recovered on this basis.

The municipality issued orders to the value of R12.1 million of which R70.9 thousand was in terms of deviations.

The municipality currently has R87.5 million in its primary bank account and R117 million in investments. The bank balance at the end of the previous month was R113 million with R117 million in investments.

The calculated cost coverage ratio of the municipality as at the end of January 2025 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 20 531 rekeninge ten bedrae van R39.9 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R7.5 miljoen en was R7.4 miljoen vir dieselfde maand gedurende die vorige finansiële jaar.

Die deernis subsidies vir die maand beloop R 2.468 miljoen in vergelyking met die vorige maand syfer van R2.400 miljoen.

Die opgehoopte debiteure verhouding se teiken vir die jaar is 94%, en die werklike jaar tot op datum invordering is 78% in vergelyking met 88% vir dieselfde maand in die vorige finansiële jaar.

As 'n addisionele kredietbeheer meganisme is 'n aftrekking van 30% op alle voorafbetaalde krag aankope ten opsigte van agterstallige skuld vanaf 20 Desember 2023 geïmplementeer. Vir die maand van Januarie 2025 is 'n bedrag van R410 424 op hierdie wyse ingevorder.

Bestellings ter waarde van R12.1 miljoen uitgereik, waarvan R70.9 duisend ten opsigte van afwykings is.

Die munisipaliteit het R87.5 miljoen in die primêre bankrekening met R117 miljoen in beleggings. Die bankbalans aan die einde van die vorige maand was R113 miljoen met R117 miljoen in beleggings.

Die berekende koste dekking verhouding van die munisipaliteit soos aan die einde van Januarie 2025 is 2,79 maande.

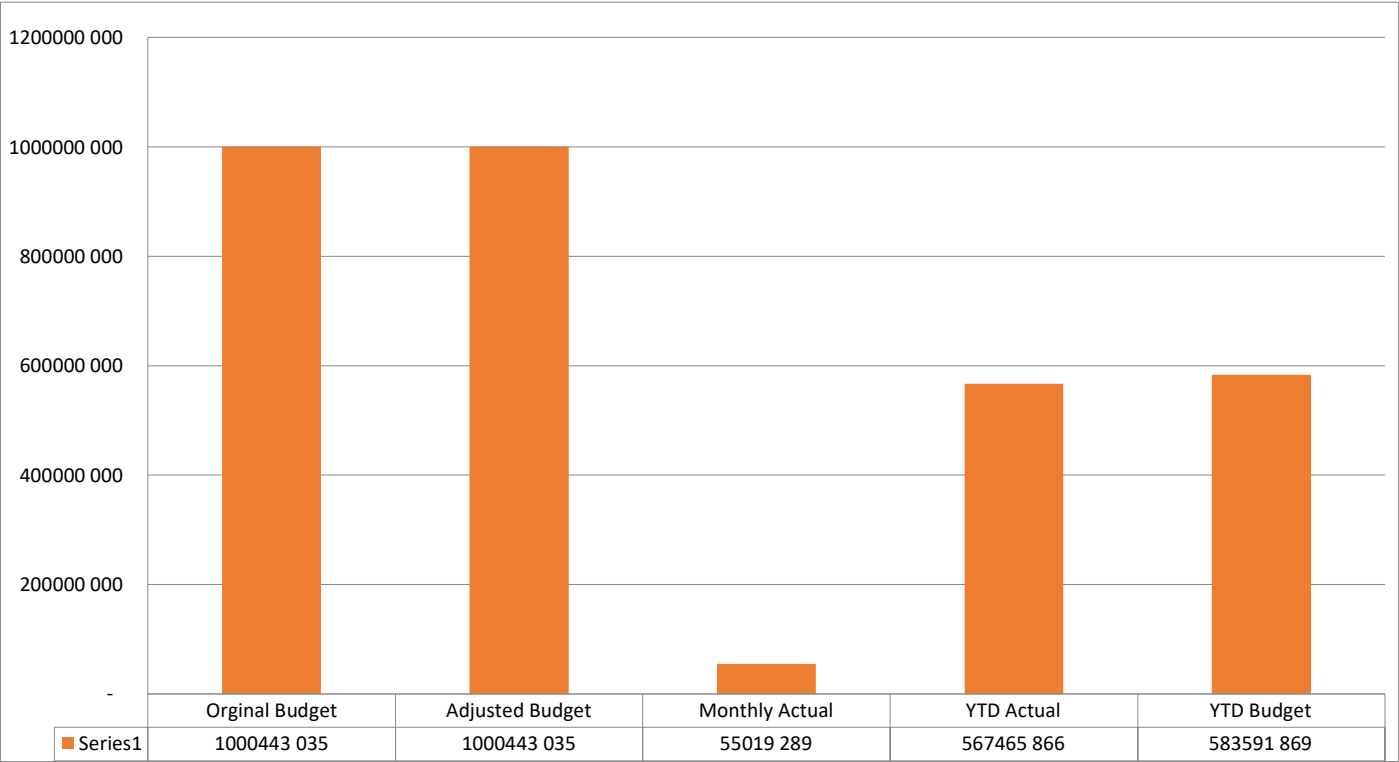
B AANBEVELING

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 finansiële inligting:

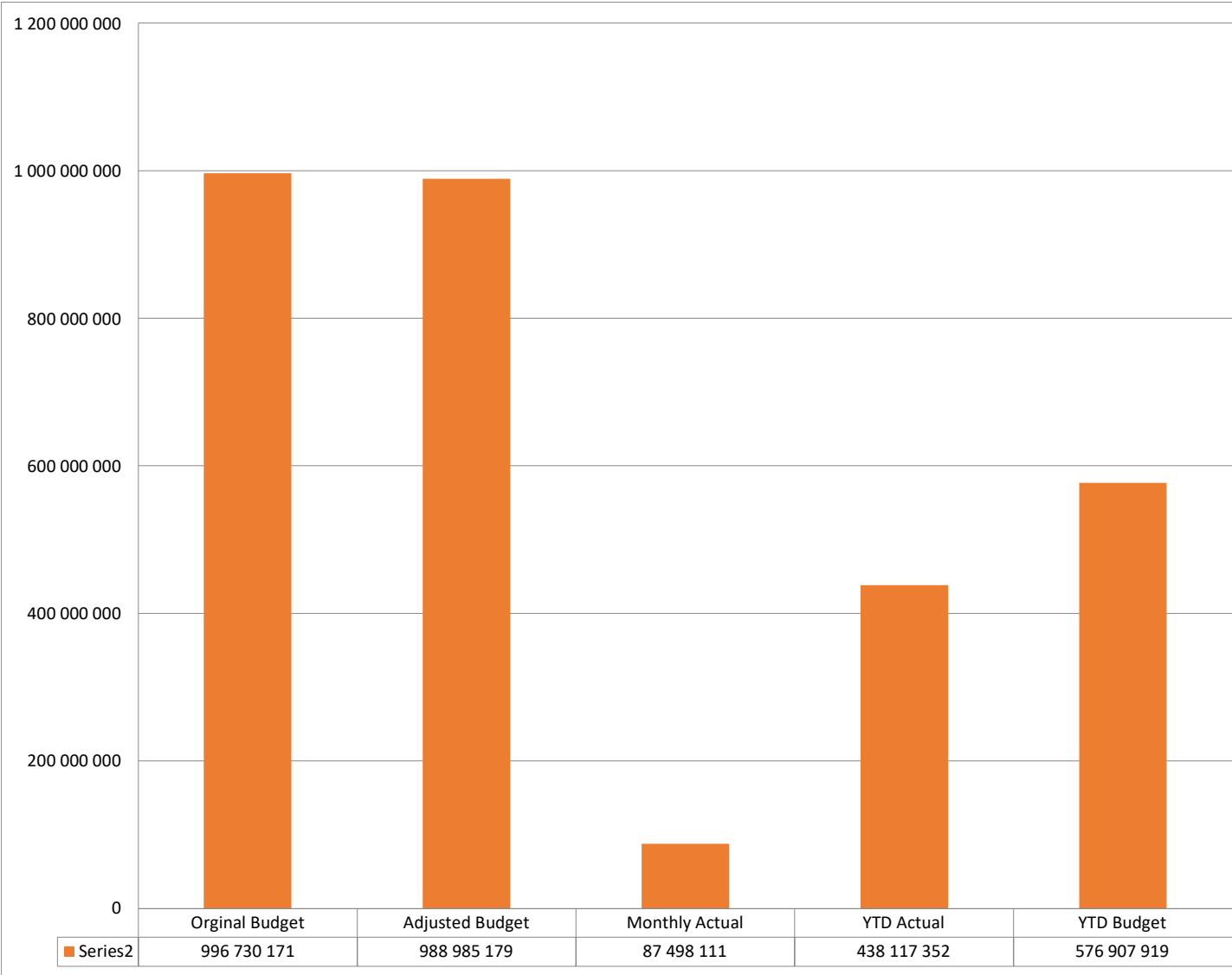
TOTAL OPERATIONAL REVENUE R'000



For the period 1 July 2024 to 31 January 2025, 56.72% of the budgeted operational revenue was raised.

Vir die periode 1 Julie 2024 tot 31 Januarie 2025, is 56.72% van die begrote operasionele inkomste gehêf.

TOTAL OPERATIONAL EXPENDITURE R'000

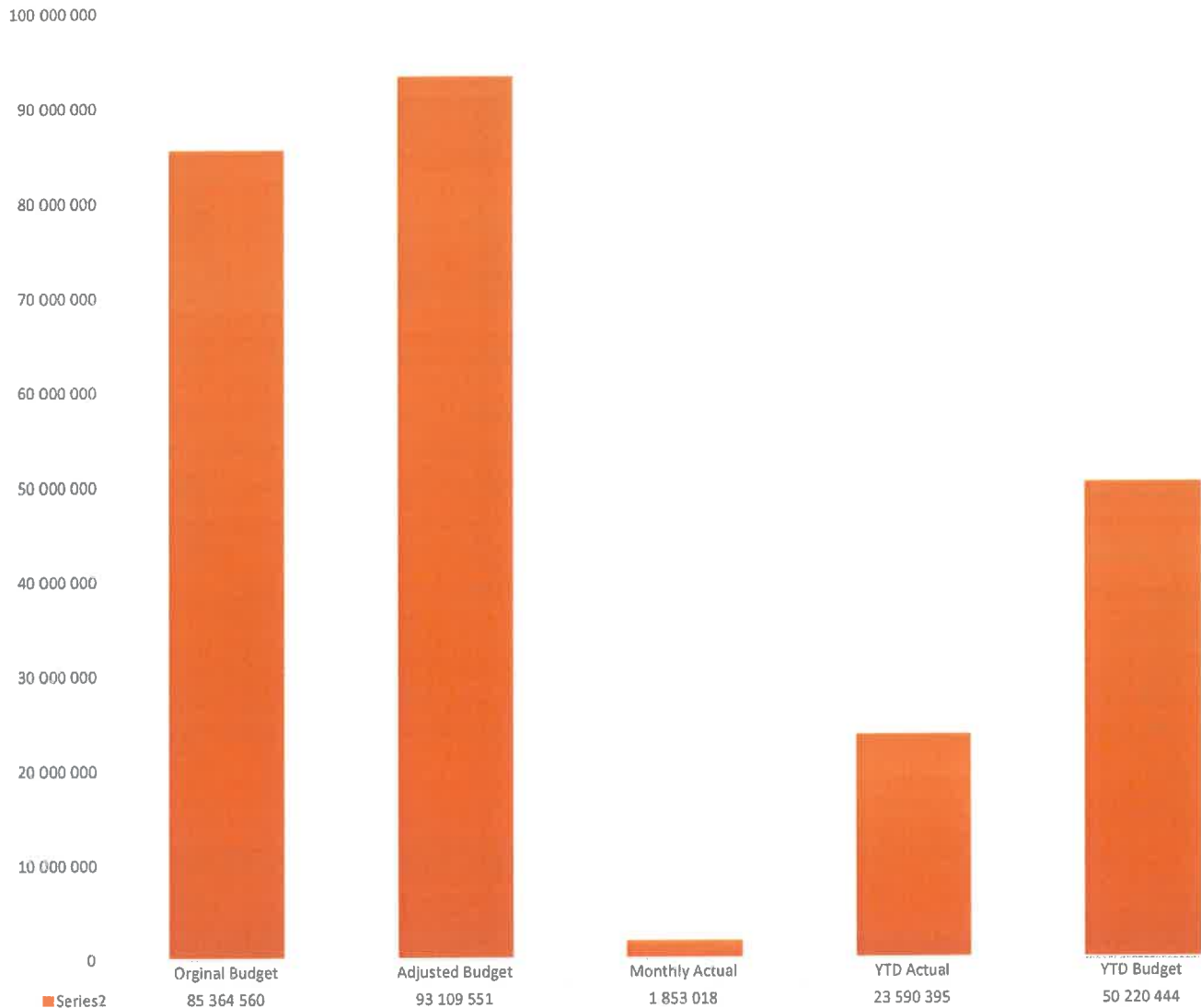


For the period 1 July 2024 to 31 January 2025, 44.30% of the budgeted operational expenditure was incurred.

Please refer to Supporting Table SC1 for explanations regarding expenditure variances.

Vir die periode 1 Julie 2024 tot 31 January 2025, is 44.30% 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 January 2025, 25.34% 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 Januarie 2025, is 25.34% 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 -

Description	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									
Financial Performance									
Property rates	101,317	113,495	113,495	5,747	78,759	66,206	12,554	19%	113,495
Service charges	528,792	565,288	565,288	35,119	306,240	329,751	(23,511)	-7%	565,288
Investment revenue	22,019	22,444	22,444	1,655	11,840	13,093	(1,253)	-10%	22,444
Transfers and subsidies - Operational	179,020	196,213	196,213	4,263	118,117	114,457	3,659	3%	196,213
Other own revenue	93,594	67,446	67,446	8,235	52,510	39,344	13,166	33%	67,446
Total Revenue (excluding capital transfers and contributions)	924,741	964,887	964,887	55,019	567,466	562,851	4,615	1%	964,887
Employee costs	242,378	277,558	279,445	27,759	161,507	163,010	(1,503)	-1%	279,445
Remuneration of Councillors	11,447	12,311	12,311	972	7,128	7,182	(53)	-1%	12,311
Depreciation and amortisation	34,241	54,219	54,219	-	21	31,627	(31,607)	-100%	54,219
Interest	5,299	10,233	10,233	-	-	5,969	(5,969)	-100%	10,233
Inventory consumed and bulk purchases	347,330	401,186	400,206	42,800	187,755	233,453	(45,698)	-20%	400,206
Transfers and subsidies	36,338	37,116	37,126	8,406	14,406	21,657	(7,251)	-33%	37,126
Other expenditure	189,554	204,107	195,445	7,561	67,301	114,010	(46,709)	-41%	195,445
Total Expenditure	866,587	996,730	988,985	87,498	438,117	576,908	(138,791)	-24%	988,985
Surplus/(Deficit)	58,154	(31,844)	(24,099)	(32,479)	129,349	(14,057)	143,406	-1020%	(24,099)
Transfers and subsidies - capital (monetary allocations)	36,536	35,557	35,557	-	-	20,741	(20,741)	-100%	35,557
Transfers and subsidies - capital (in-kind)	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	94,691	3,713	11,458	(32,479)	129,349	6,684	122,665	1835%	11,458
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Intercompany/Parent subsidiary transactions	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	94,691	3,713	11,458	(32,479)	129,349	6,684	122,665	1835%	11,458
Capital expenditure & funds sources									
Capital expenditure	86,610	85,365	93,110	1,853	23,590	50,220	(26,630)	-53%	93,110
Capital transfers recognised	37,926	39,880	39,880	1,159	10,674	21,479	(10,804)	-50%	39,880
Borrowing	1,460	25,000	25,000	-	555	12,500	(11,945)	-96%	25,000
Internally generated funds	43,815	20,485	28,230	694	12,361	16,242	(3,881)	-24%	28,230
Total sources of capital funds	83,202	85,365	93,110	1,853	23,590	50,220	(26,630)	-53%	93,110
Financial position									
Total current assets	380,735	362,903	355,941		452,824				355,941
Total non current assets	1,149,836	1,138,148	1,145,893		1,114,616				1,145,893
Total current liabilities	143,975	186,734	179,742		202,575				179,742
Total non current liabilities	124,036	181,358	181,368		132,188				181,368
Community wealth/Equity	1,262,561	1,132,959	1,132,959		1,265,155				1,132,959
Cash flows									
Net cash from (used) operating	36,411	74,112	74,112	(11,805)	41,974	31,338	(10,636)	-34%	935,249
Net cash from (used) investing	(76,243)	(85,365)	(85,365)	(2,179)	(27,051)	50,220	77,271	154%	93,110
Net cash from (used) financing	275	20,988	20,988	(37)	184	12,500	12,316	99%	25,000
Cash/cash equivalents at the month/year end	187,245	227,330	227,330	-	202,344	311,653	109,309	35%	1,240,594
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	36,807	7,678	7,274	6,471	12,556	44,916	30,262	247,350	393,314
Creditors Age Analysis									
Total Creditors	267	-	-	-	-	-	-	-	267

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) -

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
Revenue - Functional										
Governance and administration		150,655	153,789	153,789	8,307	97,514	89,711	7,803	9%	153,789
Executive and council		28	31	31	3	19	18	1	5%	31
Finance and administration		150,628	153,758	153,758	8,304	97,495	89,692	7,802	9%	153,758
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		221,762	218,327	218,327	9,136	144,494	127,357	17,137	13%	218,327
Community and social services		149,009	158,917	158,917	1,180	117,174	92,701	24,473	26%	158,917
Sport and recreation		9,728	7,820	7,820	1,611	4,727	4,562	165	4%	7,820
Public safety		24,388	16,654	16,654	2,794	13,923	9,715	4,209	43%	16,654
Housing		38,637	34,936	34,936	3,551	8,669	20,379	(11,710)	-57%	34,936
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		21,432	4,338	4,338	85	1,361	2,531	(1,170)	-46%	4,338
Planning and development		4,663	3,016	3,016	85	1,334	1,759	(426)	-24%	3,016
Road transport		15,837	1,311	1,311	-	27	765	(738)	-96%	1,311
Environmental protection		932	11	11	-	-	6	(6)	-100%	11
Trading services		567,329	623,849	623,849	37,490	323,995	363,912	(39,917)	-11%	623,849
Energy sources		373,511	430,868	430,868	24,624	204,728	251,340	(46,611)	-19%	430,868
Water management		66,833	95,225	95,225	5,804	35,430	55,548	(20,118)	-36%	95,225
Waste water management		83,087	56,602	56,602	3,396	59,497	33,018	26,479	80%	56,602
Waste management		43,898	41,154	41,154	3,666	24,340	24,006	334	1%	41,154
Other	4	100	139	139	1	102	81	21	25%	139
Total Revenue - Functional	2	961,278	1,000,443	1,000,443	55,019	567,466	583,592	(16,126)	-3%	1,000,443
Expenditure - Functional										
Governance and administration		117,071	161,917	164,825	14,093	84,565	96,148	(11,583)	-12%	164,825
Executive and council		29,071	32,064	32,419	6,503	20,545	18,911	1,634	9%	32,419
Finance and administration		83,998	124,776	127,328	7,301	61,942	74,275	(12,333)	-17%	127,328
Internal audit		4,002	5,078	5,078	289	2,078	2,962	(884)	-30%	5,078
Community and public safety		151,016	176,506	175,275	18,731	78,872	102,244	(23,372)	-23%	175,275
Community and social services		31,449	36,104	36,146	2,461	17,421	21,085	(3,664)	-17%	36,146
Sport and recreation		38,015	42,561	42,392	3,618	20,209	24,729	(4,520)	-18%	42,392
Public safety		42,724	56,942	55,809	4,048	24,893	32,555	(7,662)	-24%	55,809
Housing		38,829	40,899	40,929	8,603	16,348	23,875	(7,527)	-32%	40,929
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		39,351	51,243	44,846	2,255	17,873	26,160	(8,287)	-32%	44,846
Planning and development		13,433	16,351	16,501	1,329	8,711	9,626	(915)	-10%	16,501
Road transport		23,305	29,657	23,233	757	7,928	13,553	(5,625)	-42%	23,233
Environmental protection		2,613	5,235	5,111	168	1,234	2,982	(1,747)	-59%	5,111
Trading services		558,047	606,005	603,001	52,169	256,058	351,750	(95,693)	-27%	603,001
Energy sources		368,738	428,398	428,339	43,237	196,288	249,865	(53,576)	-21%	428,339
Water management		68,556	55,909	55,471	3,126	20,185	32,358	(12,173)	-38%	55,471
Waste water management		59,365	45,046	42,909	2,493	15,687	25,030	(9,343)	-37%	42,909
Waste management		61,387	76,652	76,281	3,314	23,897	44,497	(20,600)	-46%	76,281
Other		1,102	1,059	1,039	250	750	606	144	24%	1,039
Total Expenditure - Functional	3	866,587	996,730	988,985	87,498	438,117	576,908	(138,791)	-24%	988,985
Surplus/ (Deficit) for the year		94,691	3,713	11,458	(32,479)	129,349	6,684	122,665	1835%	11,458

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) -

Description	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	Full Year Forecast
R thousands									
Revenue - Functional	1							%	
Municipal governance and administration		150,655	153,789	153,789	8,307	97,514	89,711	7,803	153,789
Executive and council		28	31	31	3	19	18	1	31
Mayor and Council		28	31	31	3	19	18	1	31
Finance and administration		150,628	153,758	153,758	8,304	97,495	89,692	7,802	153,758
Administrative and Corporate Support		0	11	11	-	0	6	(6)	11
Finance		150,152	152,985	152,985	8,303	97,350	89,241	8,109	152,985
Human Resources		418	671	671	-	98	392	(294)	671
Marketing, Customer Relations, Publicity and Media		-	5	5	-	-	3	(3)	5
Supply Chain Management		57	86	86	1	47	50	(3)	86
Community and public safety		221,762	218,327	218,327	9,136	144,494	127,357	17,137	218,327
Community and social services		149,009	158,917	158,917	1,180	117,174	92,701	24,473	158,917
Aged Care		139,162	147,397	147,397	261	109,898	85,982	23,917	147,397
Cemeteries, Funeral Parlours and Crematoriums		142	266	266	24	151	155	(4)	266
Community Halls and Facilities		314	543	543	40	187	317	(130)	543
Libraries and Archives		9,390	10,710	10,710	855	6,938	6,248	690	10,710
Sport and recreation		9,728	7,820	7,820	1,611	4,727	4,562	165	7,820
Recreational Facilities		6,539	7,682	7,682	1,600	4,662	4,481	181	7,682
Sports Grounds and Stadiums		3,189	139	139	11	65	81	(16)	139
Public safety		24,388	16,654	16,654	2,794	13,923	9,715	4,209	16,654
Civil Defence		151	-	-	-	-	-	-	-
Fire Fighting and Protection		2,215	8	8	1	12	4	7	8
Police Forces, Traffic and Street Parking Control		22,023	16,646	16,646	2,793	13,912	9,710	4,201	16,646
Housing		38,637	34,936	34,936	3,551	8,669	20,379	(11,710)	34,936
Housing		38,637	34,936	34,936	3,551	8,669	20,379	(11,710)	34,936
Economic and environmental services		21,432	4,338	4,338	85	1,361	2,531	(1,170)	4,338
Planning and development		4,663	3,016	3,016	85	1,334	1,759	(426)	3,016
Economic Development/Planning		1,883	105	105	-	-	61	(61)	105
Town Planning, Building Regulations and		1,783	1,911	1,911	85	1,334	1,115	219	1,911
Project Management Unit		997	1,000	1,000	-	-	583	(583)	1,000
Road transport		15,837	1,311	1,311	-	27	765	(738)	1,311
Roads		15,837	1,311	1,311	-	27	765	(738)	1,311
Environmental protection		932	11	11	-	-	6	(6)	11
Biodiversity and Landscape		932	11	11	-	-	6	(6)	11
Trading services		567,329	623,849	623,849	37,490	323,995	363,912	(39,917)	623,849
Energy sources		373,511	430,868	430,868	24,624	204,728	251,340	(46,611)	430,868
Electricity		373,511	430,868	430,868	24,624	204,728	251,340	(46,611)	430,868
Water management		66,833	95,225	95,225	5,804	35,430	55,548	(20,118)	95,225
Water Distribution		62,297	82,182	82,182	5,804	35,430	47,939	(12,509)	82,182
Water Storage		4,536	13,043	13,043	-	-	7,609	(7,609)	13,043
Waste water management		83,087	56,602	56,602	3,396	59,497	33,018	26,479	56,602
Sewerage		83,087	56,602	56,602	3,396	59,497	33,018	26,479	56,602
Waste management		43,898	41,154	41,154	3,666	24,340	24,006	334	41,154
Solid Waste Removal		43,898	41,154	41,154	3,666	24,340	24,006	334	41,154

Description	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	Full Year Forecast
R thousands									
Other		100	139	139	1	102	81	21	139
Licensing and Regulation		100	139	139	1	102	81	21	139
Total Revenue - Functional	2	961,278	1,000,443	1,000,443	55,019	567,466	583,592	(16,126)	1,000,443
Expenditure - Functional									
Municipal governance and administration		117,071	161,917	164,825	14,093	84,565	96,148	(11,583)	164,825
Executive and council		29,071	32,064	32,419	6,503	20,545	18,911	1,634	32,419
Mayor and Council		18,064	19,101	19,058	1,223	9,307	11,117	(1,811)	19,058
Municipal Manager, Town Secretary and Chief		11,007	12,962	13,360	5,280	11,239	7,794	3,445	13,360
Finance and administration		83,998	124,776	127,328	7,301	61,942	74,275	(12,333)	127,328
Administrative and Corporate Support		13,420	15,255	15,236	982	7,184	8,888	(1,703)	15,236
Asset Management		223	271	273	29	217	159	58	273
Finance		21,892	46,823	49,196	2,196	22,124	28,698	(6,574)	49,196
Fleet Management		4,351	4,221	4,221	359	2,308	2,463	(155)	4,221
Human Resources		22,114	30,941	31,262	1,977	17,491	18,236	(745)	31,262
Information Technology		4,553	5,493	5,483	435	2,784	3,199	(415)	5,483
Legal Services		2,311	3,254	3,254	123	1,146	1,898	(753)	3,254
Marketing, Customer Relations, Publicity and Media		4,125	4,980	4,965	359	2,701	2,897	(196)	4,965
Property Services		1,766	1,506	1,506	53	332	879	(547)	1,506
Supply Chain Management		8,444	10,268	10,268	738	5,357	5,990	(633)	10,268
Valuation Service		798	1,763	1,663	49	299	970	(672)	1,663
Internal audit		4,002	5,078	5,078	289	2,078	2,962	(884)	5,078
Governance Function		4,002	5,078	5,078	289	2,078	2,962	(884)	5,078
Community and public safety		151,016	176,506	175,275	18,731	78,872	102,244	(23,372)	175,275
Community and social services		31,449	36,104	36,146	2,461	17,421	21,085	(3,664)	36,146
Aged Care		8,100	7,179	6,740	587	3,680	3,931	(252)	6,740
Cemeteries, Funeral Parlours and Crematoriums		3,773	4,783	4,781	379	2,548	2,789	(241)	4,781
Child Care Facilities		89	99	99	2	17	58	(41)	99
Community Halls and Facilities		7,650	9,675	10,159	510	4,293	5,926	(1,633)	10,159
Disaster Management		13	76	76	-	2	44	(42)	76
Education		-	2	2	-	-	1	(1)	2
Libraries and Archives		11,823	14,289	14,289	984	6,881	8,335	(1,454)	14,289
Sport and recreation		38,015	42,561	42,392	3,618	20,209	24,729	(4,520)	42,392
Community Parks (including Nurseries)		11,558	14,625	14,553	897	6,272	8,489	(2,218)	14,553
Recreational Facilities		17,568	18,350	18,285	2,155	10,235	10,666	(431)	18,285
Sports Grounds and Stadiums		8,888	9,585	9,554	566	3,702	5,573	(1,871)	9,554
Public safety		42,724	56,942	55,809	4,048	24,893	32,555	(7,662)	55,809
Fire Fighting and Protection		10,643	12,931	12,941	935	5,959	7,549	(1,590)	12,941
Police Forces, Traffic and Street Parking Control		32,081	44,011	42,868	3,113	18,935	25,006	(6,072)	42,868
Housing		38,829	40,899	40,929	8,603	16,348	23,875	(7,527)	40,929
Housing		38,811	40,844	40,874	8,598	16,329	23,843	(7,514)	40,874
Informal Settlements		18	55	55	5	20	32	(13)	55
Economic and environmental services		39,351	51,243	44,846	2,255	17,873	26,160	(8,287)	44,846
Planning and development		13,433	16,351	16,501	1,329	8,711	9,626	(915)	16,501
Corporate Wide Strategic Planning (IDPs, LEDs)		2,847	3,639	3,649	172	1,505	2,129	(624)	3,649

Description	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	Full Year Forecast
R thousands									
<i>Economic Development/Planning</i>		1,922	2,624	2,771	257	1,329	1,616	(287)	2,771
<i>Town Planning, Building Regulations and</i>		5,768	6,699	6,693	650	4,123	3,904	219	6,693
<i>Project Management Unit</i>		2,896	3,389	3,389	251	1,753	1,977	(224)	3,389
Road transport		23,305	29,657	23,233	757	7,928	13,553	(5,625)	23,233
<i>Roads</i>		23,305	29,657	23,233	757	7,928	13,553	(5,625)	23,233
Environmental protection		2,613	5,235	5,111	168	1,234	2,982	(1,747)	5,111
<i>Biodiversity and Landscape</i>		2,598	5,036	4,912	168	1,234	2,865	(1,631)	4,912
<i>Pollution Control</i>		15	199	199	—	—	116	(116)	199
Trading services		558,047	606,005	603,001	52,169	256,058	351,750	(95,693)	603,001
Energy sources		368,738	428,398	428,339	43,237	196,288	249,865	(53,576)	428,339
<i>Electricity</i>		364,073	423,090	423,238	43,121	195,607	246,889	(51,282)	423,238
<i>Street Lighting and Signal Systems</i>		4,665	5,308	5,101	116	681	2,976	(2,295)	5,101
Water management		68,556	55,909	55,471	3,126	20,185	32,358	(12,173)	55,471
<i>Water Treatment</i>		224	251	251	26	132	146	(14)	251
<i>Water Distribution</i>		65,432	51,504	50,735	3,084	17,755	29,595	(11,841)	50,735
<i>Water Storage</i>		2,901	4,155	4,485	16	2,298	2,616	(319)	4,485
Waste water management		59,365	45,046	42,909	2,493	15,687	25,030	(9,343)	42,909
<i>Public Toilets</i>		1,621	1,842	1,838	167	1,049	1,072	(23)	1,838
<i>Sewerage</i>		51,283	34,367	33,640	1,975	11,916	19,623	(7,708)	33,640
<i>Storm Water Management</i>		6,457	8,822	7,416	349	2,721	4,326	(1,605)	7,416
<i>Waste Water Treatment</i>		3	15	15	1	1	9	(7)	15
Waste management		61,387	76,652	76,281	3,314	23,897	44,497	(20,600)	76,281
<i>Solid Waste Disposal (Landfill Sites)</i>		6,987	32,050	31,776	537	2,665	18,536	(15,871)	31,776
<i>Solid Waste Removal</i>		54,372	44,521	44,424	2,772	21,209	25,914	(4,705)	44,424
<i>Street Cleaning</i>		28	82	82	5	23	48	(24)	82
Other		1,102	1,059	1,039	250	750	606	144	1,039
<i>Licensing and Regulation</i>		4	58	38	—	—	22	(22)	38
<i>Tourism</i>		1,098	1,000	1,000	250	750	583	167	1,000
Total Expenditure - Functional	3	866,587	996,730	988,985	87,498	438,117	576,908	(138,791)	988,985
Surplus/ (Deficit) for the year		94,691	3,713	11,458	(32,479)	129,349	6,684	122,665	11,458

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) -

Vote 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										
Revenue by Vote	1									
Vote 1 - Financial Services		147,595	149,934	149,934	8,066	95,737	87,462	8,275	9.5%	149,934
Vote 2 - Community Services		202,772	201,946	201,946	6,402	130,834	117,802	13,032	11.1%	201,946
Vote 3 - Corporate Services		22,619	17,495	17,495	2,796	14,028	10,206	3,823	37.5%	17,495
Vote 4 - Technical Services		586,545	629,366	629,366	37,709	326,481	367,130	(40,649)	-11.1%	629,366
Vote 5 - Municipal Manager		1,746	1,702	1,702	46	386	993	(607)	-61.1%	1,702
Total Revenue by Vote	2	961,278	1,000,443	1,000,443	55,019	567,466	583,592	(16,126)	-2.8%	1,000,443
Expenditure by Vote	1									
Vote 1 - Financial Services		31,157	61,135	61,100	4,689	29,453	35,641	(6,189)	-17.4%	61,100
Vote 2 - Community Services		124,415	141,841	141,759	16,087	62,770	82,693	(19,923)	-24.1%	141,759
Vote 3 - Corporate Services		98,508	124,911	124,003	10,651	62,983	72,335	(9,352)	-12.9%	124,003
Vote 4 - Technical Services		595,423	649,300	642,173	54,133	272,917	374,601	(101,684)	-27.1%	642,173
Vote 5 - Municipal Manager		15,442	19,542	19,950	1,938	9,996	11,638	(1,642)	-14.1%	19,950
Total Expenditure by Vote	2	864,945	996,730	988,985	87,498	438,117	576,908	(138,791)	-24.1%	988,985
Surplus/ (Deficit) for the year	2	96,333	3,713	11,458	(32,479)	129,349	6,684	122,665	1835.2%	11,458

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A -

Vote Description	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %
R thousand									Full Year Forecast
Revenue by Vote	1								
Vote 1 - Financial Services		147,595	149,934	149,934	8,066	95,737	87,462	8,275	9%
1.2 - Income		101,042	114,101	114,101	5,776	78,703	66,559	12,144	18%
1.3 - Financial Administration		46,497	35,464	35,464	2,290	16,989	20,687	(3,698)	-18%
1.4 - Credit Control		(1)	284	284	-	(2)	166	(168)	-101%
1.5 - Supply Chain & Expenditure		57	86	86	1	47	50	(3)	-6%
Vote 2 - Community Services		202,772	201,946	201,946	6,402	130,834	117,802	13,032	11%
2.2 - Cemeteries		142	266	266	24	151	155	(4)	-3%
2.3 - Housing		38,863	35,029	35,029	3,567	8,776	20,434	(11,657)	-57%
2.4 - Libraries		9,487	10,947	10,947	880	6,995	6,386	609	10%
2.5 - Resorts & Swimming Pools		6,539	7,682	7,682	1,600	4,662	4,481	181	4%
2.6 - Social Services		139,162	147,397	147,397	261	109,898	85,982	23,917	28%
2.7 - Fire Services & Disaster Management		2,215	8	8	1	12	4	7	169%
2.8 - Environment & Licensing		1,032	150	150	1	102	88	14	16%
2.9 - Community Halls and Amenities		3,449	362	362	68	237	211	26	12%
2.10 - Local Economic Development		1,883	105	105	-	-	61	(61)	-100%
Vote 3 - Corporate Services		22,619	17,495	17,495	2,796	14,028	10,206	3,823	37%
3.2 - Human Resources		418	671	671	-	98	392	(294)	-75%
3.3 - Administration		0	11	11	-	0	6	(6)	-100%
3.5 - Marketing & Communication		-	5	5	-	-	3	(3)	-100%
3.6 - Tusong Centre		-	130	130	-	-	76	(76)	-100%
3.7 - Traffic and Protection Services		22,174	16,646	16,646	2,793	13,912	9,710	4,201	43%
3.9 - Council Cost		28	31	31	3	19	18	1	5%
Vote 4 - Technical Services		586,545	629,366	629,366	37,709	326,481	367,130	(40,649)	-11%
4.2 - Electro Technical Services		375,252	433,104	433,104	24,809	205,954	252,644	(46,690)	-18%
4.3 - Water Storage & Distribution		66,833	95,225	95,225	5,804	35,430	55,548	(20,118)	-36%
4.4 - Waste Water Management		83,087	56,985	56,985	3,396	59,497	33,241	26,255	79%
4.5 - Waste Management		43,854	41,081	41,081	3,624	24,298	23,964	334	1%
4.6 - Roads		15,837	1,311	1,311	-	27	765	(738)	-96%
4.8 - Town Planning & Building Control		1,682	1,660	1,660	77	1,275	968	307	32%
Vote 5 - Municipal Manager		1,746	1,702	1,702	46	386	993	(607)	-61%
5.2 - Performance & Project Management		997	1,000	1,000	-	-	583	(583)	-100%
5.3 - Property & Legal Services		749	702	702	46	386	410	(24)	-6%
Total Revenue by Vote	2	961,278	1,000,443	1,000,443	55,019	567,466	583,592	(16,126)	-3%
Expenditure by Vote	1								
Vote 1 - Financial Services		31,157	61,135	61,100	4,689	29,453	35,641	(6,189)	-17%
1.1 - Director: Finance		2,296	2,033	2,033	1,809	2,877	1,186	1,691	143%
1.2 - Income		(3,796)	18,980	18,938	519	3,529	11,047	(7,519)	-68%
1.3 - Financial Administration		13,227	17,127	17,134	728	11,201	9,995	1,207	12%
1.4 - Credit Control		10,841	12,593	12,593	876	6,319	7,346	(1,027)	-14%
1.5 - Supply Chain & Expenditure		8,589	10,401	10,401	757	5,527	6,067	(540)	-9%
Vote 2 - Community Services		124,415	141,841	141,759	16,087	62,770	82,693	(19,923)	-24%
2.1 - Director: Community Services		551	1,564	1,566	46	320	913	(594)	-65%
2.2 - Cemeteries		3,771	4,775	4,773	379	2,554	2,784	(231)	-8%
2.3 - Housing		39,236	40,899	40,929	8,603	16,348	23,875	(7,527)	-32%
2.4 - Libraries		14,594	17,487	17,487	1,339	8,365	10,201	(1,836)	-18%
2.5 - Resorts & Swimming Pools		14,771	15,153	15,087	1,800	8,751	8,801	(50)	-1%
2.6 - Social Services		8,045	6,999	6,622	562	3,671	3,863	(192)	-5%
2.7 - Fire Services & Disaster Management		10,656	13,007	13,017	935	5,961	7,593	(1,632)	-21%
2.8 - Environment & Licensing		2,566	5,210	5,066	168	1,226	2,955	(1,729)	-59%
2.9 - Community Halls and Amenities		28,158	33,843	34,223	1,971	14,218	19,964	(5,746)	-29%
2.10 - Local Economic Development		2,066	2,906	2,989	283	1,354	1,743	(389)	-22%
Vote 3 - Corporate Services		98,508	124,911	124,003	10,651	62,983	72,333	(9,352)	-13%
3.1 - Director: Corporate Services		2,314	2,568	2,568	2,226	3,353	1,498	1,855	124%
3.2 - Human Resources		22,194	30,941	31,262	1,985	17,545	18,236	(692)	-4%
3.3 - Administration		13,465	15,891	15,872	1,004	7,226	9,258	(2,032)	-22%
3.4 - Information Technology		4,553	5,473	5,463	435	2,784	3,187	(403)	-13%
3.5 - Marketing & Communication		4,125	5,000	4,985	359	2,701	2,908	(207)	-7%
3.6 - Tusong Centre		616	926	926	56	382	540	(158)	-29%
3.7 - Traffic and Protection Services		32,081	44,011	42,868	3,113	18,935	25,006	(6,072)	-24%
3.8 - Tourism		1,098	1,000	1,000	250	750	583	167	29%
3.9 - Council Cost		18,064	19,101	19,058	1,223	9,307	11,117	(1,811)	-16%
Vote 4 - Technical Services		595,423	649,300	642,173	54,133	272,917	374,601	(101,684)	-27%
4.1 - Director: Technical Services		2,502	2,772	2,770	99	1,198	1,616	(418)	-26%
4.2 - Electro Technical Services		363,641	423,621	423,563	42,872	192,913	247,078	(54,165)	-22%
4.3 - Water Storage & Distribution		68,556	56,326	55,888	3,126	20,185	32,601	(12,417)	-38%
4.4 - Waste Water Management		55,903	38,686	37,959	2,340	15,289	22,143	(6,854)	-31%
4.5 - Waste Management		61,387	76,652	76,281	3,314	23,897	44,497	(20,600)	-46%
4.6 - Roads		23,305	29,657	23,233	757	7,928	13,553	(5,625)	-42%
4.7 - Storm Water Management		8,388	8,822	9,726	449	4,026	5,674	(1,648)	-29%
4.8 - Town Planning & Building Control		5,768	6,699	6,693	650	4,123	3,904	219	6%
4.9 - Public Toilets		1,621	1,842	1,838	167	1,049	1,072	(23)	-2%
4.10 - Mechanical Workshop		4,351	4,221	4,221	359	2,308	2,463	(155)	-6%
Vote 5 - Municipal Manager		15,442	19,542	19,950	1,938	9,996	11,638	(1,642)	-14%
5.1 - Municipal Manager		3,385	4,058	4,456	1,103	3,510	2,599	911	35%
5.2 - Performance & Project Management		2,896	3,389	3,389	251	1,753	1,977	(224)	-11%
5.3 - Property & Legal Services		2,311	3,379	3,379	123	1,149	1,971	(822)	-42%
5.4 - Internal Audit		4,002	5,078	5,078	289	2,078	2,962	(884)	-30%
5.5 - IDP		2,847	3,639	3,649	172	1,505	2,129	(624)	-29%
Total Expenditure by Vote	2	864,945	996,730	988,985	87,498	438,117	576,908	(138,791)	(0)

Vote Description R thousand	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
								-		
Surplus/ (Deficit) for the year	2	96,333	3,713	11,458	(32,479)	129,349	6,684	122,665	0	11,458

WC022 Witzenberg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) -

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										
Revenue										
Exchange Revenue		606,675	629,318	629,318	41,435	353,159	367,103	(13,944)	-4%	629,318
Service charges - Electricity		371,022	431,223	431,223	24,536	204,283	251,547	(47,264)	-19%	431,223
Service charges - Water		48,337	49,359	49,359	4,991	28,827	28,793	34	0%	49,359
Service charges - Waste Water Management		75,250	50,932	50,932	2,498	52,463	29,710	22,753	77%	50,932
Service charges - Waste management		34,183	33,774	33,774	3,094	20,666	19,701	965	5%	33,774
Sale of Goods and Rendering of Services		14,484	5,536	5,536	1,303	10,985	3,229	7,756	240%	5,536
Agency services		4,739	4,684	4,684	461	3,045	2,732	313	11%	4,684
Interest		-	11	11	-	-	6	(6)	-100%	11
Interest earned from Receivables		28,557	23,549	23,549	2,256	17,444	13,737	3,707	27%	23,549
Interest earned from Current and Non Current Assets		22,019	22,444	22,444	1,655	11,840	13,093	(1,253)	-10%	22,444
Rent on Land		-	27	27	-	-	16	(16)	-100%	27
Rental from Fixed Assets		5,038	6,015	6,015	566	3,043	3,509	(466)	-13%	6,015
Operational Revenue		3,046	1,764	1,764	76	561	1,029	(467)	-45%	1,764
Non-Exchange Revenue		318,067	335,568	335,568	13,584	214,307	195,748	18,559	9%	335,568
Property rates		101,317	113,495	113,495	5,747	78,759	66,206	12,554	19%	113,495
Surcharges and Taxes		9,122	5,501	5,501	545	2,146	3,209	(1,063)	-33%	5,501
Fines, penalties and forfeits		20,634	11,254	11,254	2,237	10,304	6,565	3,740	57%	11,254
Licence and permits		1,183	2,444	2,444	97	623	1,425	(802)	-56%	2,444
Transfer and subsidies - Operational		179,020	196,213	196,213	4,263	118,117	114,457	3,659	3%	196,213
Interest		4,091	3,566	3,566	422	2,869	2,080	789	38%	3,566
Operational Revenue		2,991	3,095	3,095	272	1,488	1,805	(317)	-18%	3,095
Gains on disposal of Assets		(291)	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		924,741	964,887	964,887	55,019	567,466	562,851	4,615	1%	964,887
Expenditure By Type										
Employee related costs		242,378	277,558	279,445	27,759	161,507	163,010	(1,503)	-1%	279,445
Remuneration of councillors		11,447	12,311	12,311	972	7,128	7,182	(53)	-1%	12,311
Bulk purchases - electricity		324,086	375,258	375,258	40,837	175,262	218,900	(43,639)	-20%	375,258
Inventory consumed		23,245	25,929	24,948	1,964	12,493	14,553	(2,060)	-14%	24,948
Debt impairment		(75,887)	62,758	62,758	-	14,553	36,609	(22,055)	-60%	62,758
Depreciation and amortisation		34,241	54,219	54,219	-	21	31,627	(31,607)	-100%	54,219
Interest		5,299	10,233	10,233	-	-	5,969	(5,969)	-100%	10,233
Contracted services		55,684	75,234	66,705	4,456	22,876	38,911	(16,035)	-41%	66,705
Transfers and subsidies		36,338	37,116	37,126	8,406	14,406	21,657	(7,251)	-33%	37,126
Irrecoverable debts written off		159,168	2,131	2,131	-	34	1,243	(1,209)	-97%	2,131
Operational costs		49,897	60,487	60,355	3,104	29,837	35,207	(5,370)	-15%	60,355
Losses on Disposal of Assets		688	-	-	-	-	-	-	-	-
Other Losses		4	3,497	3,497	-	-	2,040	(2,040)	-100%	3,497
Total Expenditure		866,587	996,730	988,985	87,498	438,117	576,908	(138,791)	-24%	988,985
Surplus/(Deficit)		58,154	(31,844)	(24,099)	(32,479)	129,349	(14,057)	143,406	(0)	(24,099)
Transfers and subsidies - capital (monetary allocations)		36,536	35,557	35,557	-	-	20,741	(20,741)	(0)	35,557
Surplus/(Deficit) after capital transfers & contributions		94,691	3,713	11,458	(32,479)	129,349	6,684			11,458
Surplus/(Deficit) after income tax		94,691	3,713	11,458	(32,479)	129,349	6,684			11,458
Surplus/(Deficit) attributable to municipality		94,691	3,713	11,458	(32,479)	129,349	6,684			11,458
Surplus/ (Deficit) for the year		94,691	3,713	11,458	(32,479)	129,349	6,684			11,458

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) -

Vote 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									
Multi-Year expenditure appropriation	2									
Vote 1 - Financial Services		3,366	100	200	–	–	117	(117)	-100%	200
Vote 2 - Community Services		881	350	350	2	20	204	(185)	-90%	350
Vote 4 - Technical Services		32,776	18,937	19,358	437	5,677	11,292	(5,615)	-50%	19,358
Vote 5 - Municipal Manager		–	66	66	47	56	33	23	70%	66
Total Capital Multi-year expenditure	4,7	37,023	19,453	19,975	486	5,753	11,646	(5,893)	-51%	19,975
Single Year expenditure appropriation	2									
Vote 1 - Financial Services		530	30	30	–	1	18	(16)	-92%	30
Vote 2 - Community Services		5,550	1,780	1,791	555	655	1,045	(389)	-37%	1,791
Vote 3 - Corporate Services		1,712	760	1,169	138	324	682	(358)	-52%	1,169
Vote 4 - Technical Services		41,795	63,311	70,115	675	16,856	36,812	(19,956)	-54%	70,115
Vote 5 - Municipal Manager		–	30	30	–	–	18	(18)	-100%	30
Total Capital single-year expenditure	4	49,587	65,911	73,135	1,367	17,837	38,574	(20,737)	-54%	73,135
Total Capital Expenditure	3	86,610	85,365	93,110	1,853	23,590	50,220	(26,630)	-53%	93,110
Capital Expenditure - Functional Classification										
Governance and administration		9,033	2,196	3,746	185	474	2,179	(1,705)	-78%	3,746
Executive and council		124	216	283	47	127	159	(32)	-20%	283
Finance and administration		8,908	1,980	3,463	138	347	2,020	(1,673)	-83%	3,463
Community and public safety		6,252	2,300	2,311	557	669	1,348	(679)	-50%	2,311
Community and social services		58	1,100	1,100	496	496	642	(145)	-23%	1,100
Sport and recreation		3,224	650	661	59	153	386	(233)	-60%	661
Public safety		2,838	550	550	2	20	321	(301)	-94%	550
Housing		132	–	–	–	–	–	–	–	–
Economic and environmental services		32,934	7,367	11,891	–	8,692	6,920	1,772	26%	11,891
Planning and development		828	200	200	–	133	100	33	33%	200
Road transport		32,107	7,167	11,691	–	8,559	6,820	1,740	26%	11,691
Trading services		38,390	73,501	75,162	1,111	13,756	39,773	(26,017)	-65%	75,162
Energy sources		9,959	31,352	31,359	–	1,653	16,209	(14,557)	-90%	31,359
Water management		10,426	25,606	25,860	675	6,566	13,097	(6,531)	-50%	25,860
Waste water management		4,669	16,343	17,256	437	5,058	10,066	(5,007)	-50%	17,256
Waste management		13,337	200	687	–	478	401	77	19%	687
Total Capital Expenditure - Functional Classification	3	86,610	85,365	93,110	1,853	23,590	50,220	(26,630)	-53%	93,110
Funded by:										
National Government		21,847	37,504	37,504	1,159	10,674	20,093	(9,418)	-47%	37,504
Provincial Government		14,214	1,941	1,941	–	–	1,132	(1,132)	-100%	1,941
District Municipality		1,644	435	435	–	–	254	(254)	-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	1,159	10,674	21,479	(10,804)	-50%	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	28,230	694	12,361	16,242	(3,881)	-24%	28,230
Total Capital Funding	7	83,202	85,365	93,110	1,853	23,590	50,220	(26,630)	-53%	93,110

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - A -

Vote Description	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %
R thousand									
Capital expenditure - Municipal Vote									
Expenditure of multi-year capital appropriation	1								
Vote 1 - Financial Services		3,366	100	200	-	-	117	(117)	-100%
1.1 - Director: Finance		-	100	200	-	-	117	(117)	-100%
1.3 - Financial Administration		3,366	-	-	-	-	-	-	-
Vote 2 - Community Services		881	350	350	2	20	204	(185)	-90%
2.7 - Fire Services & Disaster Management		881	350	350	2	20	204	(185)	-90%
Vote 4 - Technical Services		32,776	18,937	19,358	437	5,677	11,292	(5,615)	-50%
4.2 - Electro Technical Services		6,693	5,593	5,600	-	1,092	3,267	(2,175)	-67%
4.3 - Water Storage & Distribution		2,857	200	200	-	-	117	(117)	-100%
4.4 - Waste Water Management		3,407	13,043	13,205	437	4,308	7,703	(3,395)	-44%
4.5 - Waste Management		1,685	100	353	-	277	206	71	35%
4.6 - Roads		18,133	-	-	-	-	-	-	-
Vote 5 - Municipal Manager		-	66	66	47	56	33	23	70%
5.2 - Performance & Project Management		-	66	66	47	56	33	23	70%
Total multi-year capital expenditure		37,023	19,453	19,975	486	5,753	11,646	(5,893)	-51%
Capital expenditure - Municipal Vote									
Expenditure of single-year capital appropriation	1								
Vote 1 - Financial Services		530	30	30	-	1	18	(16)	-92%
1.1 - Director: Finance		-	30	30	-	1	18	(16)	-92%
1.3 - Financial Administration		530	-	-	-	-	-	-	-
Vote 2 - Community Services		5,550	1,780	1,791	555	655	1,045	(389)	-37%
2.1 - Director: Community Services		94	30	30	-	6	18	(11)	-65%
2.2 - Cemeteries		-	100	100	-	-	58	(58)	-100%
2.3 - Housing		132	-	-	-	-	-	-	-
2.4 - Libraries		58	1,000	1,000	496	496	583	(87)	-15%
2.5 - Resorts & Swimming Pools		-	450	450	33	56	263	(207)	-79%
2.7 - Fire Services & Disaster Management		1,190	-	-	-	-	-	-	-
2.8 - Environment & Licensing		24	-	-	-	-	-	-	-
2.9 - Community Halls and Amenities		3,224	200	211	26	97	123	(26)	-21%
2.10 - Local Economic Development		828	-	-	-	-	-	-	-
Vote 3 - Corporate Services		1,712	760	1,169	138	324	682	(358)	-52%
3.1 - Director: Corporate Services		233	30	96	-	63	56	7	13%
3.2 - Human Resources		331	80	363	-	-	212	(212)	-100%
3.4 - Information Technology		270	350	410	138	214	239	(25)	-10%
3.5 - Marketing & Communication		110	100	100	-	46	58	(12)	-20%
3.7 - Traffic and Protection Services		767	200	200	-	-	117	(117)	-100%
Vote 4 - Technical Services		41,795	63,311	70,115	675	16,856	36,812	(19,956)	-54%
4.1 - Director: Technical Services		21	30	30	-	-	18	(18)	-100%
4.2 - Electro Technical Services		3,266	25,759	25,759	-	561	12,943	(12,382)	-96%
4.3 - Water Storage & Distribution		7,544	25,406	25,660	675	6,566	12,981	(6,414)	-49%
4.4 - Waste Water Management		1,262	2,850	3,600	-	750	2,100	(1,350)	-64%
4.5 - Waste Management		11,652	100	334	-	201	195	6	3%
4.6 - Roads		13,973	7,167	11,691	-	8,559	6,820	1,740	26%
4.7 - Storm Water Management		-	450	450	-	-	263	(263)	-100%
4.8 - Town Planning & Building Control		-	200	200	-	133	100	33	33%
4.10 - Mechanical Workshop		4,076	1,350	2,390	-	86	1,394	(1,308)	-94%
Vote 5 - Municipal Manager		-	30	30	-	-	18	(18)	-100%
5.1 - Municipal Manager		-	30	30	-	-	18	(18)	-100%
Total single-year capital expenditure		49,587	65,911	73,135	1,367	17,837	38,574	(20,737)	(0)
Total Capital Expenditure		86,610	85,365	93,110	1,853	23,590	50,220	(26,630)	(0)

WC022 Witzenberg - Table C6 Monthly Budget Statement - Financial Position -

Description	Ref	2023/24	Budget Year 2024/25			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
R thousands						
ASSETS	1					
Current assets						
Cash and cash equivalents		187,245	227,306	219,561	206,427	219,561
Trade and other receivables from exchange transactions		123,373	70,937	68,636	44,434	68,636
Receivables from non-exchange transactions		31,639	46,933	49,234	44,809	49,234
Current portion of non-current receivables		-	-	-	-	-
Inventory		27,362	9,181	9,964	20,491	9,964
VAT		-	6,836	6,836	133,618	6,836
Other current assets		11,117	1,709	1,709	3,045	1,709
Total current assets		380,735	362,903	355,941	452,824	355,941
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	1,101,921	1,070,028	1,101,921
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	1,145,893	1,114,616	1,145,893
TOTAL ASSETS		1,530,572	1,501,051	1,501,833	1,567,439	1,501,833
LIABILITIES						
Current liabilities						
Bank overdraft		-	-	-	-	-
Financial liabilities		-	(3,330)	(3,330)	36	(3,330)
Consumer deposits		9,739	12,158	12,158	13,866	12,158
Trade and other payables from exchange transactions		85,603	110,941	103,948	(29,848)	103,948
Trade and other payables from non-exchange transactions		-	3,129	3,129	74,770	3,129
Provision		35,611	45,567	45,567	24,453	45,567
VAT		4,566	18,269	18,269	119,298	18,269
Other current liabilities		8,455	-	-	-	-
Total current liabilities		143,975	186,734	179,742	202,575	179,742
Non current liabilities						
Financial liabilities		-	25,645	25,655	490	25,655
Provision		52,331	77,712	77,712	58,838	77,712
Long term portion of trade payables		-	-	-	-	-
Other non-current liabilities		71,705	78,001	78,001	72,860	78,001
Total non current liabilities		124,036	181,358	181,368	132,188	181,368
TOTAL LIABILITIES		268,011	368,091	361,109	334,763	361,109
NET ASSETS	2	1,262,561	1,132,959	1,140,724	1,232,676	1,140,724
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		1,251,395	1,120,420	1,120,420	1,288,517	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	1,265,155	1,132,959

WC022 Witzenberg - Table C7 Monthly Budget Statement - Cash Flow -

Description	Ref	Budget Year 2024/25								
		2023/24 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	7,982	72,211	60,247	11,963	20%	103,281
Service charges		494,505	602,900	602,900	33,397	253,683	351,692	(98,008)	-28%	602,900
Other revenue		-	17,029	17,029	1,108	6,716	9,934	(3,218)	-32%	17,029
Transfers and Subsidies - Operational		134,848	194,392	194,392	10,911	149,225	108,376	40,849	38%	194,392
Transfers and Subsidies - Capital		36,488	46,362	46,362	750	12,200	21,081	(8,881)	-42%	46,362
Interest		48,344	49,570	49,570	777	8,723	28,004	(19,282)	-69%	49,570
Dividends		-	-	-	-	-	-	-	-	-
Payments										
Suppliers and employees		(780,152)	(939,422)	(939,422)	(66,415)	(459,436)	(547,996)	(88,560)	16%	(78,285)
Interest		(132)	-	-	-	(0)	-	0	0%	-
Transfers and Subsidies		-	-	-	(316)	(1,347)	-	1,347	0%	-
NET CASH FROM/(USED) OPERATING ACTIVITIES		36,411	74,112	74,112	(11,805)	41,974	31,338	(10,636)	-34%	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)	(85,365)	(2,179)	(27,051)	50,220	77,271	154%	93,110
NET CASH FROM/(USED) INVESTING ACTIVITIES		(76,243)	(85,365)	(85,365)	(2,179)	(27,051)	50,220	77,271	154%	93,110
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	-	-	(37)	184	-	184	0%	-
Payments										
Repayment of borrowing		-	(4,012)	(4,012)	-	-	-	-	-	-
NET CASH FROM/(USED) FINANCING ACTIVITIES		275	20,988	20,988	(37)	184	12,500	12,316	99%	25,000
NET INCREASE/ (DECREASE) IN CASH HELD		(39,557)	9,736	9,736	(14,022)	15,108	94,058			1,053,359
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	227,330	227,330		202,344	311,653			1,240,594

WC022 Witzenberg - Supporting Table SC1 Material variance explanations -

Ref	Description	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
1	R thousands			
	Revenue			
	Service charges - Electricity	(47,264)	Peak of the High Demand Season for Electricity Usage is July-August. Currently within Low Season for Electricity Usage.	
	Service charges - Water	34	Immaterial Variance	
	Service charges - Waste Water Management	22,753	Industrial Effluent recognised	
	Service charges - Waste management	965	Immaterial Variance	
	Sale of Goods and Rendering of Services	7,756	Income received for Library Services	
	Agency services	313	Immaterial Variance	
	Interest	(6)	Immaterial Variance	
	Interest earned from Receivables	3,707	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 January 2025.	
	Interest earned from Current and Non Current A	(1,253)	Immaterial Variance	
	Dividends	-		
	Rent on Land	(16)	Immaterial Variance	
	Rental from Fixed Assets	(466)	Immaterial Variance	
	Licence and permits	-		
	Operational Revenue	(467)	Immaterial Variance	
	Non-Exchange Revenue			
	Property rates	12,554	Year-to-date budget must be corrected to include annual billing in July	
	Surcharges and Taxes	(1,063)	Immaterial Variance	
	Fines, penalties and forfeits	3,740	No Service provider in place.	
	Licence and permits	(802)	Immaterial Variance	
	Transfer and subsidies - Operational	3,659	First- and second tranche of Equitable Share received.	
	Interest	789	Immaterial Variance	
	Fuel Levy	-		
	Operational Revenue	(317)	Immaterial Variance	
	Gains on disposal of Assets	-		
	Other Gains	-		
	Discontinued Operations	-		
2	Expenditure By Type			
	Employee related costs	(1,503)	Primarily due to the filling of vacancies	
	Remuneration of councillors	(53)	Immaterial Variance	
	Bulk purchases - electricity	(43,639)	Currently within Low Season for Electricity Usage.	
	Inventory consumed	(2,060)	Less inventory procured and consumed than expected.	
	Debt impairment	(22,055)	Adjustment to Debt Impairment Provision to be processed during February 2024.	
	Depreciation and amortisation	(31,607)	Depreciation run performed annually at year end - budget to be corrected during Adjustment Budget.	
	Interest	(5,969)	Finance charges related to Landfil Sites recognised on an annual basis.	
	Contracted services	(16,035)	Dependant on the Roll Out of Contracts for Electrical, Road, Water & Sewer Maintenance	
	Transfers and subsidies	(7,251)	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	(1,209)	Immaterial Variance	
	Operational costs	(5,370)	Low expenditure experienced for operational cost items.	
	Losses on Disposal of Assets	-		
	Other Losses	(2,040)	Fair value adjustments in terms of Actuarial Assessments processed at year end.	
3	Capital Expenditure			
	Total Capital Expenditure	(26,630)	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 -

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
<u>Borrowing Management</u>							
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%	26.9%	2.4%	26.9%
<u>Safety of Capital</u>							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		12.5%	16.4%	15.8%	3.4%	15.8%
Gearing	Long Term Borrowing/ Funds & Reserves		0.0%	204.5%	204.6%	-2.1%	204.6%
<u>Liquidity</u>							
Current Ratio	Current assets/current liabilities	1	264.4%	194.3%	198.0%	223.5%	198.0%
Liquidity Ratio	Monetary Assets/Current Liabilities		130.1%	121.7%	122.2%	101.9%	122.2%
<u>Revenue Management</u>							
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%	16.3%	12.4%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))		100.0%	100.0%	100.0%	100.0%	100.0%
<u>Funding of Provisions</u>							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
<u>Other Indicators</u>							
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%	29.0%	28.5%	29.0%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		2.5%	3.3%	2.4%	1.7%	2.4%
Interest & Depreciation	I&D/Total Revenue - capital revenue		4.3%	6.7%	6.7%	0.0%	6.7%
<u>IDP regulation financial viability indicators</u>							
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 -

Description	NT Code	Budget Year 2024/25												Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
		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				
R thousands															
Debtors Age Analysis By Income Source															
Trade and Other Receivables from Exchange Transactions - Water	1200	8,072	2,113	2,317	2,099	1,769	1,882	9,526	61,541	89,320	76,817	-	-		
Trade and Other Receivables from Exchange Transactions - Electricity	1300	18,697	1,169	886	652	582	389	2,446	10,664	35,484	14,732	-	-		
Receivables from Non-exchange Transactions - Property Rates	1400	5,077	951	934	696	7,024	566	2,547	32,380	50,174	43,212	-	-		
Receivables from Exchange Transactions - Waste Water Management	1500	5,205	1,549	1,381	1,337	1,280	38,122	6,510	40,309	95,693	87,558	-	-		
Receivables from Exchange Transactions - Waste Management	1600	5,909	1,652	1,477	1,382	1,327	1,235	6,193	37,934	57,108	48,070	-	-		
Receivables from Exchange Transactions - Property Rental Debtors	1700	133	16	14	14	13	13	70	878	1,150	987	-	-		
Interest on Arrear Debtor Accounts	1810	1,109	163	212	248	521	2,672	2,784	62,047	69,756	68,272	-	-		
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-		
Other	1900	(7,395)	67	52	45	40	38	186	1,597	(5,371)	1,905	-	-		
Total By Income Source	2000	36,807	7,678	7,274	6,471	12,556	44,916	30,262	247,350	393,314	341,555	-	-		
2023/24 - totals only										-	-				
Debtors Age Analysis By Customer Group															
Organs of State	2200	457	426	305	307	612	214	1,004	8,045	11,370	10,183	-	-		
Commercial	2300	14,789	1,077	1,278	613	3,447	39,635	2,810	29,570	93,218	76,075	-	-		
Households	2400	21,273	5,974	5,480	5,344	7,588	4,867	25,223	198,838	274,587	241,859	-	-		
Other	2500	288	202	211	208	909	200	1,224	10,898	14,138	13,438	-	-		
Total By Customer Group	2600	36,807	7,678	7,274	6,471	12,556	44,916	30,262	247,350	393,314	341,555	-	-		

WC022 Witzenberg - Supporting Table SC4 Monthly Budget Statement - aged creditors -

Description	NT Code	Budget Year 2024/25									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	90 Days	61 91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
R thousands											
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	267	-	-	-	-	-	-	-	267	-
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	-	-	-	-	-	-	-
Total By Customer Type	1000	267	-	-	-	-	-	-	-	267	-

WC022 Witzenberg - Supporting Table SC5 Monthly Budget Statement - investment portfolio -

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 *	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	46,891	362		-	47,253
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	-	-		-	-
Standard Bank of SA Ltd		4 Months	Call Investment	Yes	Yes	Yes	No	No	22/11/2024	-	-		-	-
ABSA Bank Ltd		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	24,123	173		-	24,295
Nedbank Ltd		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	24,119	167		-	24,286
First National Bank		3 Months	Call Investment	Yes	Yes	Yes	No	No	10/03/2025	24,119	138		-	24,258
-		-								-	-		-	-
-		-								-	-		-	-
-		-								-	-		-	-
Municipality sub-total										119,252	840		-	120,092
Entities														
-		-	-						-	-	-		-	-
-		-	-						-	-	-		-	-
-		-	-						-	-	-		-	-
-		-	-						-	-	-		-	-
-		-	-						-	-	-		-	-
-		-	-						-	-	-		-	-
-		-	-						-	-	-		-	-
-		-	-						-	-	-		-	-
-		-	-						-	-	-		-	-
Entities sub-total										-	-		-	-
TOTAL INVESTMENTS AND INTEREST	2									119,252	840		-	120,092

WC022 Witzenberg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts -

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										
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	10,595	15,676	21,802	(6,125)	-28.1%	45,527
OPEX PROV LIBRARY		-	10,683	10,683	3,560	3,560	5,342	(1,782)	-33.4%	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 IHSDG		-	25,000	25,000	-	-	12,500	(12,500)	-100.0%	25,000
Specify (Add grant description)		33,460	-	-	7,035	11,585	-	11,585	-	-
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	-	-	36	36	-	36	-	-
OPEX DISTRICT SAFETY PLAN		-	-	-	36	36	-	36	-	-
Specify (Add grant description)		150	-	-	-	-	-	-	-	-
Other grant providers:		2,763	-	-	316	2,792	-	2,792	-	-
Foreign Government and International Organisations		680	-	-	316	316	-	316	-	-
Private Enterprises		2,083	-	-	-	2,476	-	2,476	-	-
Total Operating Transfers and Grants	5	41,797	48,686	48,686	10,947	21,196	23,381	(2,185)	-9.3%	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	10,947	42,472	44,462	(1,990)	-4.5%	91,548

WC022 Witzenberg - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure -

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										
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		5,911	(4,029)	(4,029)	302	2,473	(2,350)	4,823	-205.2%	(4,029)
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		3,364	(1,559)	(1,559)	224	1,489	(909)	2,399	-263.8%	(1,559)
Local Government Financial Management Grant [Schedule 5B]		1,550	(1,470)	(1,470)	78	984	(857)	1,841	-214.8%	(1,470)
Municipal Infrastructure Grant [Schedule 5B]		997	(1,000)	(1,000)	–	–	(583)	583	-100.0%	(1,000)
Provincial Government:		39,584	(46,426)	(46,426)	4,423	9,419	(27,082)	36,501	-134.8%	(46,426)
OPEX PROV TITLE DEEDS RESTORATION		568	–	–	–	–	–	–	–	–
OPEX PROV LIBRARY		–	(10,683)	(10,683)	852	852	(6,232)	7,084	-113.7%	(10,683)
OPEX PROV CDW		71	(262)	(262)	38	45	(153)	198	-129.5%	(262)
OPEX PROV THUSONG		–	(130)	(130)	–	–	(76)	76	-100.0%	(130)
OPEX PROV MUN ACC AND CAP BUILDING		196	(858)	(858)	–	–	(500)	500	-100.0%	(858)
OPEX PROV WATER RESILIENCE		500	–	–	–	–	–	–	–	–
Specify (Add grant description)		295	(172)	(172)	–	–	(101)	101	-100.0%	(172)
OPEX PROV HOUSING IHSDG		–	(1,532)	(1,532)	–	–	(894)	894	-100.0%	(1,532)
Specify (Add grant description)		37,954	(32,788)	(32,788)	3,533	8,521	(19,126)	27,648	-144.6%	(32,788)
Other grant providers:		2,767	(205)	(205)	–	–	(120)	120	-100.0%	(205)
Foreign Government and International Organisations		1,793	(205)	(205)	–	–	(120)	120	-100.0%	(205)
Private Enterprises		974	–	–	–	–	–	–	–	–
Total operating expenditure of Transfers and Grants:		48,262	(50,660)	(50,660)	4,725	11,892	(29,551)	41,444	-140.2%	(50,660)
National Government:		23,296	(39,630)	(39,630)	84	813	(23,118)	23,931	-103.5%	(39,630)
Municipal Infrastructure Grant [Schedule 5B]		23,296	(24,630)	(24,630)	84	674	(14,368)	15,042	-104.7%	(24,630)
Water Services Infrastructure Grant [Schedule 5B]		–	(15,000)	(15,000)	–	139	(8,750)	8,889	-101.6%	(15,000)
Provincial Government:		15,229	(1,375)	(1,375)	–	143	(802)	945	-117.8%	(1,375)
Specify (Add grant description)		200	–	–	–	–	–	–	–	–
CAPEX PROV MUN INTERVENTION		–	(179)	(179)	–	–	(105)	105	-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	(697)	840	-120.4%	(1,196)
District Municipality:		1,851	100	100	–	–	58	(58)	-100.0%	100
CAPEX DISTRICT		500	100	100	–	–	58	(58)	-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)	84	956	(23,861)	24,817	-104.0%	(40,905)
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		88,638	(91,565)	(91,565)	4,809	12,848	(53,413)	66,261	-124.1%	(91,565)

WC022 Witzenberg - Supporting Table SC7(2) Monthly Budget Statement - Expenditure against approved rollovers -

Description	Ref	Budget Year 2024/25				
		Approved Rollover 2023/24	Monthly Actual	YearTD Actual	YTD Variance	YTD Variance %
R thousands						
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 -

Summary of Employee and Councillor remuneration	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	A	B	C						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		9,007	9,658	9,658	780	5,770	5,634	136	2%	9,658
Pension and UIF Contributions		1,339	1,422	1,422	109	780	829	(50)	-6%	1,422
Medical Aid Contributions		54	86	86	—	—	50	(50)	-100%	86
Motor Vehicle Allowance		—	0	0	—	—	—	—	—	0
Cellphone Allowance		1,048	1,146	1,146	83	579	668	(90)	-13%	1,146
Other benefits and allowances		—	0	0	—	—	—	—	—	0
Sub Total - Councillors		11,447	12,311	12,311	972	7,128	7,182	(53)	-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	355	2,227	2,564	(337)	-13%	4,395
Pension and UIF Contributions		358	404	404	40	227	236	(8)	-4%	404
Medical Aid Contributions		32	9	9	—	—	5	(5)	-100%	9
Performance Bonus		803	890	890	90	543	519	23	4%	890
Motor Vehicle Allowance		1,316	1,115	1,115	75	658	650	8	1%	1,115
Cellphone Allowance		365	332	332	23	194	194	(0)	0%	332
Housing Allowances		33	57	57	—	—	33	(33)	-100%	57
Other benefits and allowances		45	61	61	0	1	36	(35)	-98%	61
Sub Total - Senior Managers of Municipality		7,034	7,265	7,265	584	3,849	4,238	(388)	-9%	7,265
% increase	4		3.3%	3.3%						3.3%
Other Municipal Staff										
Basic Salaries and Wages		141,863	157,900	159,720	17,995	95,172	93,170	2,002	2%	159,720
Pension and UIF Contributions		23,199	26,552	26,602	2,079	14,389	15,518	(1,130)	-7%	26,602
Medical Aid Contributions		9,802	11,093	11,093	918	6,036	6,471	(435)	-7%	11,093
Overtime		23,267	27,792	27,808	2,623	14,305	16,221	(1,916)	-12%	27,808
Performance Bonus		10,640	12,510	12,510	1,059	6,866	7,298	(432)	-6%	12,510
Motor Vehicle Allowance		6,758	7,751	7,751	677	4,603	4,521	82	2%	7,751
Cellphone Allowance		690	1,018	1,018	69	460	594	(134)	-22%	1,018
Housing Allowances		1,166	1,427	1,427	97	701	832	(131)	-16%	1,427
Other benefits and allowances		6,819	7,829	7,829	660	4,466	4,567	(101)	-2%	7,829
Payments in lieu of leave		2,522	3,754	3,754	—	3,686	2,190	1,496	68%	3,754
Long service awards		913	1,015	1,015	90	629	592	37	6%	1,015
Post-retirement benefit obligations		7,706	11,653	11,653	907	6,346	6,797	(452)	-7%	11,653
Sub Total - Other Municipal Staff		235,345	270,293	272,180	27,175	157,658	158,772	(1,114)	-1%	272,180
% increase	4		14.8%	15.7%						15.7%
Total Parent Municipality		253,826	289,869	291,756	28,731	168,635	170,191	(1,556)	-1%	291,756
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	4	—	—	—	—	—	—	—		—
% increase										
Other Staff of Entities										
Sub Total - Other Staff of Entities	4	—	—	—	—	—	—	—		—
% increase										
Total Municipal Entities		—	—	—	—	—	—	—		—
TOTAL SALARY, ALLOWANCES & BENEFITS		253,826	289,869	291,756	28,731	168,635	170,191	(1,556)	-1%	291,756
% increase	4		14.2%	14.9%						14.9%
TOTAL MANAGERS AND STAFF		242,378	277,558	279,445	27,759	161,507	163,010	(1,503)	-1%	279,445

WC022 Witzenberg - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts -

Description	Ref	Budget Year 2024/25												2024/25 Medium Term Revenue & Expenditure Framework		
		July Outcome	August Outcome	September Outcome	October Outcome	November Outcome	December Outcome	January Outcome	February Budget	March Budget	April Budget	May Budget	June Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
R thousands	1															
Cash Receipts By Source																
Property rates		6,736	13,751	8,139	25,750	5,745	4,108	7,982	8,607	8,607	8,607	8,607	(3,357)	103,281	108,881	115,270
Service charges - electricity revenue		33,478	35,134	34,797	29,483	21,039	17,851	22,840	40,600	40,600	40,600	40,600	130,181	487,205	535,527	588,111
Service charges - water revenue		3,044	3,009	4,585	3,001	2,681	2,536	3,818	3,133	3,133	3,133	3,133	2,394	37,600	42,392	44,386
Service charges - Waste Water Management		1,951	4,835	1,652	2,145	1,847	1,610	2,511	4,355	4,355	4,355	4,355	18,288	52,256	51,942	56,286
Service charges - Waste Mangement		2,175	2,402	2,030	2,639	2,103	1,801	2,961	2,153	2,153	2,153	2,153	1,114	25,839	27,059	30,515
Rental of facilities and equipment		146	239	274	567	254	267	456	0	0	0	0	(2,198)	5	6	6
Interest earned - external investments		998	1,293	758	1,164	3,012	716	777	2,921	5,656	2,921	2,921	22,856	45,994	47,793	49,683
Interest earned - outstanding debtors		-	-	-	-	5	-	-	298	298	298	298	2,380	3,577	3,756	3,944
Fines, penalties and forfeits		93	117	67	123	87	201	115	372	372	372	372	2,177	4,469	4,693	4,928
Licences and permits		136	162	53	98	84	99	85	213	213	213	213	988	2,558	2,685	2,820
Agency services		272	490	280	581	339	580	452	381	381	381	381	52	4,570	4,799	5,039
Transfers and Subsidies - Operational		71,099	6,955	132	5,073	7,401	47,653	10,911	12,142	20,762	12,142	12,142	(12,021)	194,392	196,992	205,715
Other revenue		190	405	222	483	684	475	1,267	452	452	452	452	(109)	5,426	5,698	5,982
Cash Receipts by Source		120,319	68,792	52,987	71,107	45,281	77,897	54,176	75,629	86,984	75,629	75,629	162,744	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	750	-	10,541	-	-	23,622	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	(37)	-	-	-	-	(184)	-	-	-
Total Cash Receipts by Source		125,350	69,832	53,042	71,159	48,996	79,674	54,888	75,629	103,774	75,629	75,629	200,920	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	24,455	39,424	39,424	39,424	39,424	154,723	473,093	492,706	518,694
Remuneration of councillors		951	951	951	931	1,401	972	972	-	-	-	-	(7,128)	-	-	-
Interest		0	-	-	-	-	-	-	-	-	-	-	(0)	-	-	-
Bulk purchases - Electricity		44,039	54,856	48,261	26,754	23,730	24,223	23,460	35,922	35,922	35,922	35,922	42,056	431,067	485,812	547,510
Acquisitions - water & other inventory		3,341	776	1,694	1,558	1,822	2,030	1,690	2,000	2,000	2,000	2,000	3,089	24,000	25,200	26,460
Contracted services		4,220	9,240	3,223	3,079	3,652	5,017	12,999	939	939	939	939	(33,921)	11,263	11,358	11,500
Transfers and subsidies - other		91	340	144	111	78	267	316	-	-	-	-	(1,347)	-	-	-
Other expenditure		10,266	6,701	4,805	6,317	6,210	4,881	3,273	-	-	-	-	(42,454)	-	-	-
Cash Payments by Type		81,776	92,158	81,622	59,245	68,843	60,455	67,165	78,285	78,285	78,285	78,285	115,018	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	2,179	-	-	-	-	(27,051)	-	-	-
Other Cash Flows/Payments		(11,882)	(13,239)	(9,334)	1,092	(3,592)	(13,091)	(434)	-	-	-	-	50,480	-	-	-
Total Cash Payments by Type		71,834	79,267	78,003	65,209	73,813	50,799	68,910	78,285	78,285	78,285	78,285	138,447	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	(14,022)	(2,656)	25,489	(2,656)	(2,656)	62,472	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	202,344	199,687	225,176	222,520	219,864	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	202,344	199,687	225,176	222,520	219,864	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 -

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 -

[illegible]

WC022 Witzenberg - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend -

Month	2023/24	Budget Year 2024/25							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	% spend of Original Budget
R thousands									
Monthly expenditure performance trend									
July	216	3,004	3,666	742	742	3,666	2,924	79.8%	1%
August	5,739	3,004	3,666	346	1,088	7,332	6,244	85.2%	1%
September	4,059	15,284	15,946	5,004	6,092	23,277	17,185	73.8%	7%
October	5,014	3,004	3,666	5,140	11,233	26,943	15,711	58.3%	13%
November	7,537	3,004	3,666	7,521	18,754	30,609	11,855	38.7%	22%
December	6,153	15,384	15,946	2,984	21,737	46,555	24,817	53.3%	25%
January	1,226	3,004	3,666	1,853	23,590	50,220	26,630	53.0%	28%
February	4,783	3,004	3,666	-	23,590	53,886	30,296	56.2%	28%
March	6,810	15,284	15,946	-	23,590	69,832	46,242	66.2%	28%
April	4,180	3,004	3,666	-	23,590	73,498	49,907	67.9%	28%
May	14,828	3,004	3,666	-	23,590	77,164	53,573	69.4%	28%
June	26,064	15,384	15,946	-	23,590	93,110	69,519	74.7%	28%
Total Capital expenditure	86,610	85,365	93,110	23,590					

WC022 Witzenberg - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class -

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									
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		21,321	22,898	23,513	559	6,771	11,944	(5,173)	-43.3%	23,513
Roads Infrastructure		-	1,532	1,532	-	-	894	(894)	-100.0%	1,532
Roads		-	1,332	1,332	-	-	777	(777)	-100.0%	1,332
Road Structures		-	200	200	-	-	117	(117)	-100.0%	200
Storm water Infrastructure		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		1,037	-	-	-	-	-	-	-	-
MV Networks		1,037	-	-	-	-	-	-	-	-
Water Supply Infrastructure		10,095	21,265	21,265	559	6,131	10,633	(4,501)	-42.3%	21,265
Dams and Weirs		2,857	-	-	-	-	-	-	-	-
Reservoirs		4,991	-	-	-	-	-	-	-	-
Bulk Mains		2,246	21,265	21,265	559	6,131	10,633	(4,501)	-42.3%	21,265
Sanitation Infrastructure		837	-	162	-	162	94	67	71.4%	162
Toilet Facilities		837	-	162	-	162	94	67	71.4%	162
Solid Waste Infrastructure		9,352	100	554	-	478	323	155	48.0%	554
Landfill Sites		4,301	-	201	-	201	117	84	71.4%	201
Waste Drop-off Points		1,685	100	353	-	277	206	71	34.6%	353
Waste Separation Facilities		3,366	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-
Community Assets		58	1,000	1,000	496	496	583	(87)	-14.9%	1,000
Community Facilities		58	1,000	1,000	496	496	583	(87)	-14.9%	1,000
Libraries		58	1,000	1,000	496	496	583	(87)	-14.9%	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	-	-	212	(212)	-100.0%	363
Licences and Rights		331	80	363	-	-	212	(212)	-100.0%	363
Computer Software and Applications		331	80	363	-	-	212	(212)	-100.0%	363
Computer Equipment		932	350	410	138	214	239	(25)	-10.4%	410
Computer Equipment		932	350	410	138	214	239	(25)	-10.4%	410
Furniture and Office Equipment		701	516	583	47	306	318	(11)	-3.6%	583
Furniture and Office Equipment		701	516	583	47	306	318	(11)	-3.6%	583
Machinery and Equipment		6,097	950	999	26	443	583	(140)	-24.0%	999
Machinery and Equipment		6,097	950	999	26	443	583	(140)	-24.0%	999
Transport Assets		12,395	1,000	2,040	-	47	1,190	(1,143)	-96.1%	2,040
Transport Assets		12,395	1,000	2,040	-	47	1,190	(1,143)	-96.1%	2,040
Land		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-
Total Capital Expenditure on new assets	1	42,583	26,794	28,908	1,266	8,278	15,069	6,790	45.1%	28,908

WC022 Witzenberg - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class -										
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									
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		15,836	8,500	13,704	-	9,264	7,994	1,269	15.9%	13,704
Roads Infrastructure		13,473	5,000	9,454	-	8,513	5,515	2,998	54.4%	9,454
Roads		13,473	5,000	9,454	-	8,513	5,515	2,998	54.4%	9,454
Storm water Infrastructure		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		1,000	500	500	-	-	292	(292)	-100.0%	500
MV Networks		1,000	500	500	-	-	292	(292)	-100.0%	500
Water Supply Infrastructure		100	750	750	-	-	438	(438)	-100.0%	750
Distribution		100	750	750	-	-	438	(438)	-100.0%	750
Sanitation Infrastructure		1,262	2,250	3,000	-	750	1,750	(1,000)	-57.1%	3,000
Reticulation		1,262	1,000	1,000	-	-	583	(583)	-100.0%	1,000
Waste Water Treatment Works		-	1,250	2,000	-	750	1,167	(416)	-35.7%	2,000
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-
Community Assets		-	450	450	33	56	263	(207)	-78.8%	450
Community Facilities		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		-	450	450	33	56	263	(207)	-78.8%	450
Outdoor Facilities		-	450	450	33	56	263	(207)	-78.8%	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	33	9,319	8,257	(1,063)	-12.9%	14,154

WC022 Witzenberg - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class -

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									
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		18,827	25,463	16,540	1,923	7,155	9,648	(2,494)	-25.8%	16,540
Roads Infrastructure		7,971	13,159	6,765	60	2,232	3,946	(1,715)	-43.4%	6,765
Roads		6,817	11,976	5,582	59	1,600	3,256	(1,656)	-50.9%	5,582
Road Furniture		1,154	1,183	1,183	1	632	690	(58)	-8.4%	1,183
Storm water Infrastructure		322	1,535	194	-	14	113	(100)	-88.0%	194
Storm water Conveyance		322	1,535	194	-	14	113	(100)	-88.0%	194
Electrical Infrastructure		1,564	2,358	2,276	6	776	1,328	(552)	-41.6%	2,276
HV Substations		-	15	-	-	-	-	-	-	-
MV Substations		770	1,028	995	6	93	581	(488)	-84.0%	995
MV Switching Stations		-	0	-	-	-	-	-	-	-
MV Networks		395	723	711	-	148	415	(266)	-64.2%	711
LV Networks		399	592	570	-	534	332	202	60.8%	570
Water Supply Infrastructure		2,648	2,860	2,720	1,171	1,564	1,587	(23)	-1.4%	2,720
Dams and Weirs		1,308	1,286	1,745	1,165	1,293	1,018	275	27.0%	1,745
Boreholes		380	398	298	-	-	174	(174)	-100.0%	298
Pump Stations		56	59	59	6	18	34	(17)	-48.1%	59
Water Treatment Works		307	118	118	-	70	69	1	1.6%	118
Bulk Mains		363	520	100	-	56	58	(2)	-3.4%	100
Distribution		111	350	400	-	127	233	(107)	-45.7%	400
Distribution Points		124	130	-	-	-	-	-	-	-
Sanitation Infrastructure		6,322	5,551	4,585	687	2,569	2,674	(105)	-3.9%	4,585
Reticulation		2,857	2,960	2,469	424	1,666	1,440	226	15.7%	2,469
Waste Water Treatment Works		3,368	2,464	1,989	255	848	1,160	(312)	-26.9%	1,989
Toilet Facilities		97	127	127	8	55	74	(20)	-26.5%	127
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-
Community Assets		600	1,103	1,025	10	333	598	(265)	-44.3%	1,025
Community Facilities		449	680	714	10	254	417	(163)	-39.1%	714
Halls		137	200	180	-	74	105	(31)	-30.0%	180
Crèches		106	151	151	2	51	88	(37)	-41.9%	151
Libraries		25	31	31	-	3	18	(15)	-84.3%	31
Cemeteries/Crematoria		106	185	185	8	107	108	(1)	-1.0%	185
Public Ablution Facilities		-	32	32	-	-	19	(19)	-100.0%	32
Markets		74	81	135	-	19	79	(59)	-75.7%	135
Sport and Recreation Facilities		151	423	311	-	79	181	(102)	-56.3%	311
Indoor Facilities		75	155	79	-	77	46	31	66.7%	79
Outdoor Facilities		77	268	232	-	2	135	(133)	-98.4%	232
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Other assets		708	821	793	29	287	462	(175)	-37.9%	793
Operational Buildings		335	559	531	-	128	310	(182)	-58.7%	531
Municipal Offices		335	559	531	-	128	310	(182)	-58.7%	531
Housing		373	262	262	29	159	153	6	4.1%	262
Social Housing		373	262	262	29	159	153	6	4.1%	262
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-
Computer Equipment		122	182	172	0	74	100	(27)	-26.6%	172
Computer Equipment		122	182	172	0	74	100	(27)	-26.6%	172
Furniture and Office Equipment		1	61	61	-	2	36	(34)	-95.8%	61
Furniture and Office Equipment		1	61	61	-	2	36	(34)	-95.8%	61
Machinery and Equipment		163	314	314	17	25	183	(158)	-86.4%	314
Machinery and Equipment		163	314	314	17	25	183	(158)	-86.4%	314
Transport Assets		2,912	3,439	3,863	303	1,566	2,253	(687)	-30.5%	3,863
Transport Assets		2,912	3,439	3,863	303	1,566	2,253	(687)	-30.5%	3,863
Land		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-
Total Repairs and Maintenance Expenditure	1	23,334	31,384	22,768	2,283	9,441	13,281	3,841	28.9%	22,768

WC022 Witzenberg - Supporting Table SC13d Monthly Budget Statement - depreciation by asset class -

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									
Depreciation by Asset Class/Sub-class										
Infrastructure		23,499	38,394	38,394	-	-	22,396	(22,396)	-100.0%	38,394
Roads Infrastructure		6,188	4,758	4,758	-	-	2,775	(2,775)	-100.0%	4,758
Roads		6,188	558	558	-	-	325	(325)	-100.0%	558
Road Structures		-	2,100	2,100	-	-	1,225	(1,225)	-100.0%	2,100
Road Furniture		-	2,100	2,100	-	-	1,225	(1,225)	-100.0%	2,100
Storm water Infrastructure		2,432	2,091	2,091	-	-	1,220	(1,220)	-100.0%	2,091
Drainage Collection		2,432	507	507	-	-	296	(296)	-100.0%	507
Storm water Conveyance		-	1,077	1,077	-	-	628	(628)	-100.0%	1,077
Attenuation		-	507	507	-	-	296	(296)	-100.0%	507
Electrical Infrastructure		3,813	3,912	3,912	-	-	2,282	(2,282)	-100.0%	3,912
HV Substations		-	474	474	-	-	277	(277)	-100.0%	474
HV Switching Station		-	474	474	-	-	277	(277)	-100.0%	474
HV Transmission Conductors		-	474	474	-	-	277	(277)	-100.0%	474
MV Substations		-	474	474	-	-	277	(277)	-100.0%	474
MV Switching Stations		-	474	474	-	-	277	(277)	-100.0%	474
MV Networks		3,357	591	591	-	-	345	(345)	-100.0%	591
LV Networks		457	474	474	-	-	277	(277)	-100.0%	474
Capital Spares		-	474	474	-	-	277	(277)	-100.0%	474
Water Supply Infrastructure		6,066	5,434	5,434	-	-	3,170	(3,170)	-100.0%	5,434
Dams and Weirs		-	407	407	-	-	237	(237)	-100.0%	407
Boreholes		68	407	407	-	-	237	(237)	-100.0%	407
Reservoirs		873	407	407	-	-	237	(237)	-100.0%	407
Pump Stations		439	407	407	-	-	237	(237)	-100.0%	407
Water Treatment Works		-	407	407	-	-	237	(237)	-100.0%	407
Bulk Mains		-	100	100	-	-	58	(58)	-100.0%	100
Distribution		4,686	1,100	1,100	-	-	642	(642)	-100.0%	1,100
Distribution Points		-	1,100	1,100	-	-	642	(642)	-100.0%	1,100
PRV Stations		-	1,100	1,100	-	-	642	(642)	-100.0%	1,100
Sanitation Infrastructure		4,512	5,559	5,559	-	-	3,243	(3,243)	-100.0%	5,559
Pump Station		137	100	100	-	-	58	(58)	-100.0%	100
Reticulation		137	1,200	1,200	-	-	700	(700)	-100.0%	1,200
Waste Water Treatment Works		4,130	1,200	1,200	-	-	700	(700)	-100.0%	1,200
Outfall Sewers		-	1,200	1,200	-	-	700	(700)	-100.0%	1,200
Toilet Facilities		-	1,859	1,859	-	-	1,084	(1,084)	-100.0%	1,859
Capital Spares		108	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		334	16,640	16,640	-	-	9,707	(9,707)	-100.0%	16,640
Landfill Sites		302	15,000	15,000	-	-	8,750	(8,750)	-100.0%	15,000
Waste Transfer Stations		-	328	328	-	-	191	(191)	-100.0%	328
Waste Processing Facilities		-	328	328	-	-	191	(191)	-100.0%	328
Waste Drop-off Points		31	328	328	-	-	191	(191)	-100.0%	328
Waste Separation Facilities		-	328	328	-	-	191	(191)	-100.0%	328
Electricity Generation Facilities		-	328	328	-	-	191	(191)	-100.0%	328
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		153	-	-	-	-	-	-	-	-
Data Centres		153	-	-	-	-	-	-	-	-
Community Assets		2,940	3,527	3,527	-	-	2,057	(2,057)	-100.0%	3,527
Community Facilities		1,014	2,079	2,079	-	-	1,213	(1,213)	-100.0%	2,079
Halls		-	1,422	1,422	-	-	829	(829)	-100.0%	1,422
Centres		299	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		12	-	-	-	-	-	-	-	-
Libraries		199	385	385	-	-	225	(225)	-100.0%	385
Cemeteries/Crematoria		5	13	13	-	-	7	(7)	-100.0%	13
Public Open Space		7	260	260	-	-	151	(151)	-100.0%	260
Public Ablution Facilities		408	-	-	-	-	-	-	-	-
Markets		83	-	-	-	-	-	-	-	-
Airports		1	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		1,926	1,448	1,448	-	-	845	(845)	-100.0%	1,448
Outdoor Facilities		1,926	1,448	1,448	-	-	845	(845)	-100.0%	1,448
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		409	742	742	-	-	433	(433)	-100.0%	742
Revenue Generating		-	371	371	-	-	216	(216)	-100.0%	371
Improved Property		-	185	185	-	-	108	(108)	-100.0%	185
Unimproved Property		-	185	185	-	-	108	(108)	-100.0%	185
Non-revenue Generating		409	371	371	-	-	216	(216)	-100.0%	371
Improved Property		409	185	185	-	-	108	(108)	-100.0%	185
Unimproved Property		-	185	185	-	-	108	(108)	-100.0%	185
Other assets		1,653	-	-	-	-	-	-	-	-
Operational Buildings		1,653	-	-	-	-	-	-	-	-
Municipal Offices		1,604	-	-	-	-	-	-	-	-
Workshops		49	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-

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									
Intangible Assets		12	128	128	-	21	75	(54)	-72.1%	128
Licences and Rights		12	128	128	-	21	75	(54)	-72.1%	128
Water Rights		-	17	17	-	-	10	(10)	-100.0%	17
Computer Software and Applications		12	111	111	-	21	65	(44)	-67.8%	111
Computer Equipment		669	2,373	2,373	-	-	1,384	(1,384)	-100.0%	2,373
Computer Equipment		669	2,373	2,373	-	-	1,384	(1,384)	-100.0%	2,373
Furniture and Office Equipment		834	630	630	-	-	368	(368)	-100.0%	630
Furniture and Office Equipment		834	630	630	-	-	368	(368)	-100.0%	630
Machinery and Equipment		2,221	1,505	1,505	-	-	878	(878)	-100.0%	1,505
Machinery and Equipment		2,221	1,505	1,505	-	-	878	(878)	-100.0%	1,505
Transport Assets		2,005	6,921	6,921	-	-	4,037	(4,037)	-100.0%	6,921
Transport Assets		2,005	6,921	6,921	-	-	4,037	(4,037)	-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	31,627	31,607	99.9%	54,219

WC022 Witzenberg - Supporting Table SC13e Monthly Budget Statement - capital expenditure on upgrading of existing assets by asset class -

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									
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class										
Infrastructure		24,326	48,721	48,727	553	5,973	26,125	(20,152)	-77.1%	48,727
Roads Infrastructure		18,633	585	585	-	-	341	(341)	-100.0%	585
Roads		-	100	100	-	-	58	(58)	-100.0%	100
Road Structures		18,633	485	485	-	-	283	(283)	-100.0%	485
Storm water Infrastructure		-	450	450	-	-	263	(263)	-100.0%	450
Storm water Conveyance		-	450	450	-	-	263	(263)	-100.0%	450
Electrical Infrastructure		5,693	30,702	30,709	-	1,647	15,830	(14,183)	-89.6%	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	537	142	26.5%	920
MV Networks		1,820	1,609	1,309	-	-	763	(763)	-100.0%	1,309
LV Networks		1,000	3,593	3,480	-	413	2,030	(1,617)	-79.7%	3,480
Water Supply Infrastructure		-	3,340	3,340	116	180	1,733	(1,553)	-89.6%	3,340
Water Treatment Works		-	500	500	-	-	292	(292)	-100.0%	500
Distribution		-	2,840	2,840	116	180	1,441	(1,261)	-87.5%	2,840
Sanitation Infrastructure		-	13,643	13,643	437	4,146	7,959	(3,812)	-47.9%	13,643
Waste Water Treatment Works		-	13,643	13,643	437	4,146	7,959	(3,812)	-47.9%	13,643
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-
Community Assets		3,865	100	100	-	-	58	(58)	-100.0%	100
Community Facilities		828	100	100	-	-	58	(58)	-100.0%	100
Cemeteries/Crematoria		-	100	100	-	-	58	(58)	-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	2	20	595	(575)	-96.7%	1,020
Operational Buildings		-	600	1,020	2	20	595	(575)	-96.7%	1,020
Municipal Offices		-	300	720	2	20	420	(400)	-95.3%	720
Workshops		-	300	300	-	-	175	(175)	-100.0%	300
Housing		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Intangible Assets		-	200	200	-	-	117	(117)	-100.0%	200
Licences and Rights		-	200	200	-	-	117	(117)	-100.0%	200
Computer Software and Applications		-	200	200	-	-	117	(117)	-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	554	5,993	26,895	20,902	77.7%	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
08/2/22/23	Provision and delivery of Welding Gas exchange refill of Cylinders for (MIG) Welding	06-Feb-2025

The following competitive bids are currently in the advertisement stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/22/55	Construction of Community Library, N'duli, Ceres	14-Mar-2025

3.2.1.2 Evaluation stage:

The following competitive bids 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:

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 BEC held, referred back to user department	M Grove / V Dyusha
08/2/22/16	Supply, delivery and off-loading of calcium hypochlorite and water purification Lime	15-Nov-2024	05-Dec-2024 Referred back	M Frieslaar N Jacobs
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 Referred Back	N Jacobs
08/2/22/29	Upgrade of Ceres 11KV switching substation	04-Dec-2024	28-Jan-2025	V Dyusha
08/2/22/42	Energy efficient interventions in Witzenberg Municipal area	10-Dec-2024	21-Jan-2025	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	21-Jan-2025	V Dyusha
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	Awaiting	N Jacobs
08/2/22/40	Maintenance & Upgrading of Municipal Geographic Information System	24-Jan-2024	Awaiting	H Taljaard

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
08/2/22/46	Supply, delivery and offloading of wooden transmission poles	05-Dec-2024	18-Dec-2024	M Frieslaar
08/2/22/54	Supply And Delivery Of Promotional Items	24-Jan-2025	Awaiting	P Klaasen
08/2/22/57	Supply of Licences for Handhelds and Meter Reading Software	29-Jan-2025	Awaitng	C Stevens
08/2/22/05	Facilitation of a Business Management Programme & Capacity Building for SMME's (Re-Advertisement)	29-Jan-2024	31-Jan-2025	R Fick

3.2.1.3 Adjudication stage

3.2.1.3 Toekenningsfase:

The following competitives bid are currently in the adjudication stage:

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 29-Jan-2025	02-Dec-2024 Referred back
08/2/21/51	Clearing of Alien Vegetation in Witzenberg Municipal area	25-Sep-2024	16-Jan-2025	-
08/2/21/89	Supply and delivery of Crushed Stone aggregate and sand	05-Sep-2024	14-Nov-2024	-
08/2/22/17	Invitation for Long Term Borrowings	09-Oct-2024	16-Jan-2025	-

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 January 2025:

3.2.1.4 Tenders toegeken

Die volgende tenders was toegeken deur die Tender Toekenningskomitee gedurende Januarie 2025:

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 January 2025:

Die volgende tenders was toegeken deur die Rekenpligtige Beampte gedurende Januarie 2025:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Estimated Value (incl. VAT)
RT 57/2022	17-Jan-2025	Isipho Capital Motors	4 Ton Payload Areal Platform Truck	Regulation 32	R 1 454 617.17

3.2.1.5 Paragraph 13 (1): Cancellation and re-invitation of tenders

The following bids were cancelled during January 2025:

3.2.1.5 Paragraaf 13 (1): Kansellasië en her-uitnodiging van tenders

Die volgende tenders was gekanselleer gedurende Januarie 2025:

Bid ref number	Date	Brief description of services	Reason why bid is cancelled
None			

3.2.1.6 Paragraph 19 (1) I and 19 (2): Written price quotations

The following written price quotations were approved during the month of January 2025:

3.2.1.6 Paragraaf 19 (1) (c) en 19 (2): Geskrewe Prys Kwotasies

Die volgende geskrewe prys kwotasies was goedgekeur gedurende Januarie 2025:

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
None						

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 January 2025:

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 Januarie 2025:

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
08/2/22/45	17-Jan-2025	AWV Project Management (Pty) Ltd	Supply and delivery of one Steel Container	Bidder scored the highest total points	R65 335.53	Acting Director: Community Services
08/2/22/53	13-Jan-2025	Ndlovu Food Supply And Construction Projects	Painting of Bella Vista Community Hall And Ablution Facility At Bella Vista Sportfield	Only Responsive Bidder	Cluster 1: R 67 513.60 Cluster 2: R 53 471.00	Director: Community Services; Director: Finance ito Par (19)
08/2/22/58	24-Jan-2025	Ubuntu Technologies (Pty) Ltd	Supply and Delivery of Laptops	Bidder scored the highest total points	R 229 415.53	Acting Director: Corporate Services
08/2/22/64	31-Jan-2025	African Technical Innovations	Leasing of Office Space to Witzenberg Municipality in Ceres for Credit Control	Only Responsive Bidder	R 141 566.15	Director: Corporate Services; Director: Finance ito Par (19)

3.2.1.8 Appeals

The following were lodged or dealt with by the Accounting Officer during the month of January 2025:

3.2.1.8 Appèlle

Die volgende is ontvang of was hanteer deur die Rekenpligtige beampte gedurende Januarie 2025:

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 January 2025 which totals R 1 691 754.00:

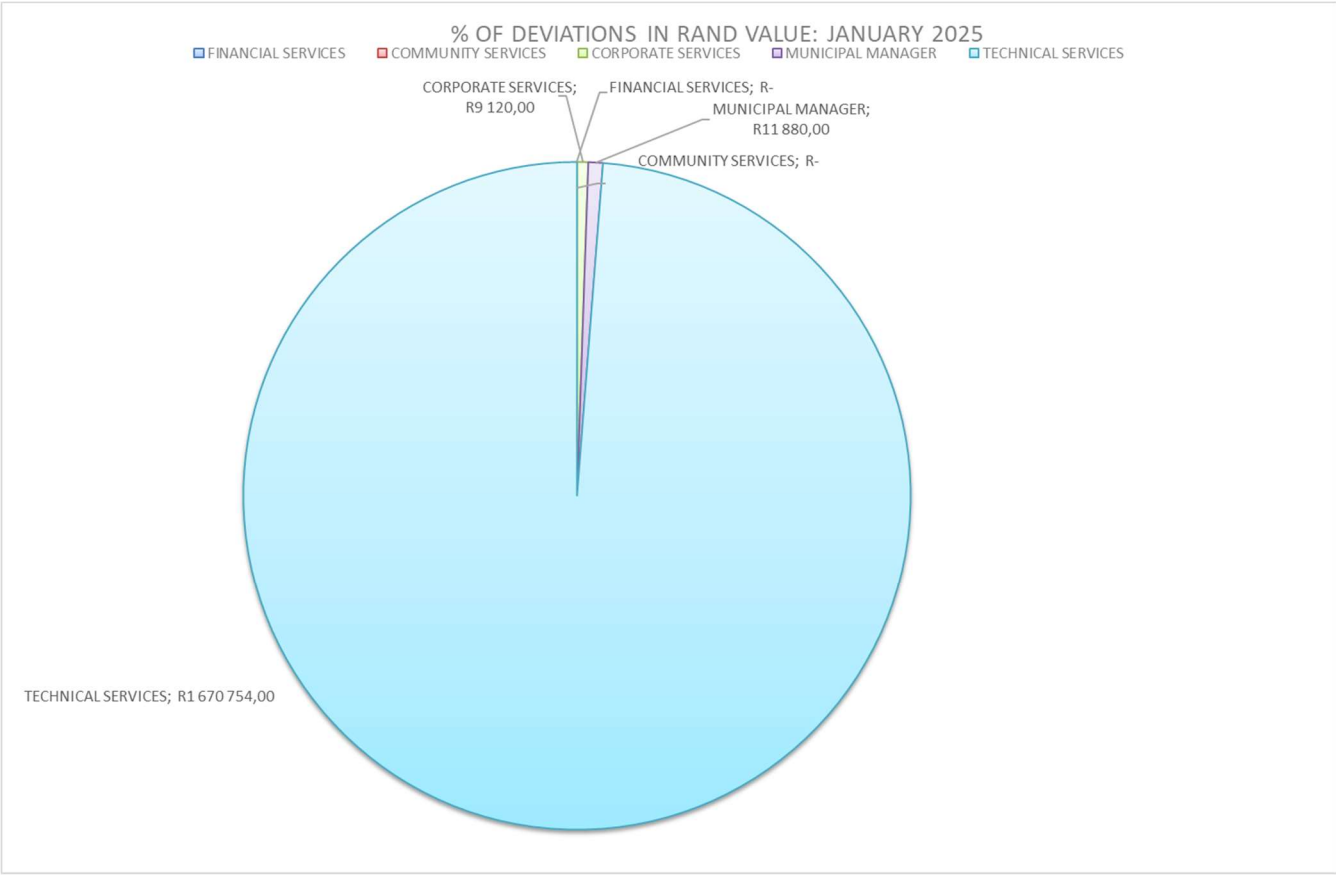
3.2.1.9 Afwykings

Die volgende tabel bevat die werklike uitgawes teen goedgekeurde afwykings deur die Rekenpligtige Beamppte vir die maand van Januarie 2025 wat beloop op die totaal van R 1 691 754.00:

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
17-Jan-25	Witzenberg Herald	Publish Notice: Mayoral message to matriculants	Single supplier	186278	R 9 120.00
21-Jan-25	Peninsula Water Treatment	Tulbagh Sandfilters	Impractical	186307	R 1 661 250.00
29-Jan-25	Witzenberg Herald	Publication of Notice: Portion of erf 2622 and Medium Voltage Infrastructure	Single supplier	186406	R 7 392.00
30-Jan-25	Witzenberg Herald	Notice: 2023/2024 Annual & Oversight Report	Single supplier	186434	R 4 488.00
30-Jan-25	Witzenberg Herald	Lease of Erf 364/82- MRF. Ceres	Single supplier	186437	R 3 432.00
31-Jan-25	Witzenberg Herald	Notice: Draft by-law for the development of Electronic Communications Infrastructure	Single supplier	186445	R 6 072.00

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
Nov 2024	R 141 404	R 20 689 551	0.68%
Dec 2024	R 343 474	R 18 848 481	1.82%
Jan 2025	R 1 691 754	R 23 448 481	7.21%

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	Nov 2024	Dec 2024	Jan 2025
Value of inventory at hand	R 20 480 929	R 20 053 127	R 21 027 563
Turnover rate of total value of inventory	0.99	0.97	0.95
Date of latest stores reconciliation	31 Jan 2025		
Date of last stock count	28 Nov 2024		
Date of next stock count	14 Mar 2025		

Cash Flow Forecast

Current commitments against cash

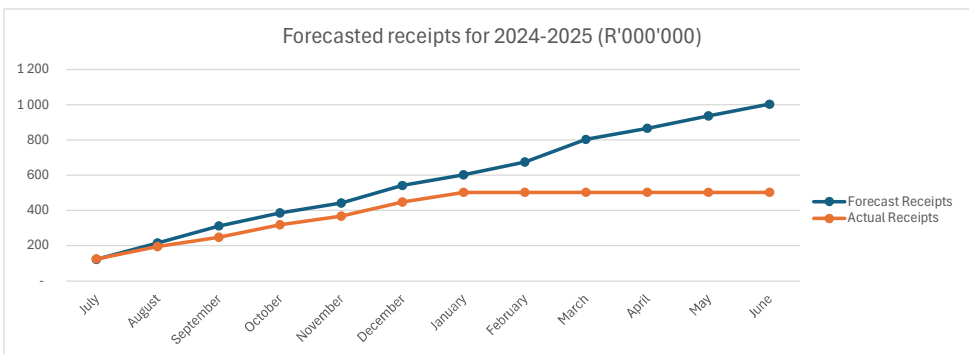
Cash Book Balance plus Investments	R 205 474 729
Total Commitments	(R145 009 727)
Unspent Grants	(R21 010 330)
Eskom Account	(R27 742 717)
Consumer Deposits	(R10 527 926)
Provision for Rehabilitation	(R19 142 364)
Working Capital Requirement	(R17 558 940)
Payables & Accruals	(R17 985 500)
Provision Current Employee Benefits	(R31 041 951)
Uncommitted Cash Balance	R 60 465 002

The estimated cost coverage ratio is as follow

Current

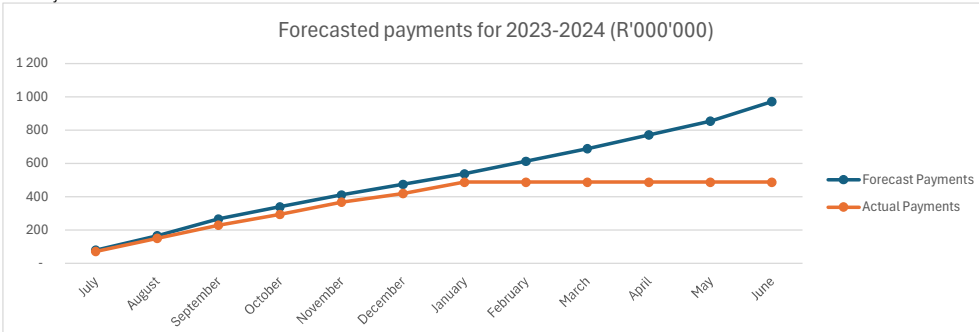
Cash and Cash Equivalents	R 205 474 729
Less Unspent Grants	R 21 010 330
Estimated Average fixed cost per month	R 71 265 641
Ratio	2,59

The ratio indicates that the municipality has sufficient cash available to cover its fixed cost for the next 2,59 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 Receipts	Actual Receipts
November	R56m	R49m
December	R100m	R80m
January	R61m	R55m



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
November	R71m	R74m
December	R63m	R51m
January	R64m	R69m

DISCLOSURES OF GRANTS AND SUBSIDIES IN TERMS OF SECTION 123 OF MFMA, 56 OF 2003

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15 980 899

Insurance Report - January 2025

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	1	0	1	2	4
Motor Accident	2	1	2	5	10
Public Liability	1	1	5	17	24
Glass	0	1	0	0	1
Money loss	0	0	0	0	0
	4	3	8	24	39

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
Jet Machine CT14428	R 40,000
Storm damage to Storm Water Channel	R 3,195,000

Claims Movement for the Month : January

	Property Loss/damage	Motor Accident	Public Liability	Glass	Money loss
Opening Balance	5	9	25	1	0
New Claims	1	3	2	0	0
Claims Closed	2	2	3	0	0
Closing Balance	4	10	24	1	0

OVERTIME & STANDBY REPORT JANUARY 2025

OVERTIME	YTD 2024/25	YTD vs Budget %	Adjusted Budget	Original Budget	Projected	Projected Saving / (Shortfall)	Actual 2023/24
Administration	9,331	68.0%	13,721	13,721	15,995	-2,274	12,528
Cemetries	195,272	100.9%	193,482	193,482	334,752	-141,270	155,234
Community Halls And Facilities	168,303	44.1%	381,439	381,439	288,519	92,920	320,240
Council Cost	0		0	0	0	0	0
Electricity*	1,229,846	40.7%	3,019,523	3,019,523	2,108,308	911,215	2,170,666
Enviromental Protection	0		0	0	0	0	0
Fire Protection Seviles	60,579	243.1%	24,922	24,922	103,850	-78,928	18,683
Housing: Administration	0	0.0%	2,982	2,982	0	2,982	0
Human Resources	1,874		0	0	3,213	-3,213	0
IDP	3,430	49.8%	6,883	6,883	5,880	1,003	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	302,139	61.3%	493,272	493,272	517,952	-24,680	435,922
Mechanical Workshop	187,344	52.8%	354,719	354,719	321,160	33,559	296,374
Parks	168,282	67.5%	249,266	249,266	288,483	-39,217	188,391
Performance Management	0		0	0	0	0	0
Pine Forest*	435,522	56.0%	777,271	777,271	746,608	30,663	659,857
Project Management	0		0	0	0	0	0
Property & Legal Services	0		0	0	0	0	0
Public Toilets	94,642	72.0%	131,494	131,494	162,243	-30,749	136,351
Recreational Land	189,280	62.2%	304,156	304,156	324,479	-20,323	269,255
Roads	189,574	52.0%	364,774	364,774	324,985	39,789	334,875
Sewerage	1,436,695	41.9%	3,427,782	3,427,782	2,462,907	964,875	2,579,774
Social & Welfare Services	3,238	55.8%	5,801	1,801	5,551	250	3,389
Solid Waste*	1,354,141	52.6%	2,574,555	2,574,555	2,321,384	253,171	2,326,132
Stormwater Management	115,706	39.4%	293,855	293,855	198,354	95,501	206,319
Supply Chain Management	91,930	74.1%	123,986	123,986	157,594	-33,608	89,348
Swimming Pools	61,805	61.2%	101,018	101,018	105,952	-4,934	100,085
Thusong Centre	0		0	0	0	0	0
Town Secretary	1,308	410.1%	319	319	2,242	-1,923	1,043
Traffic	2,873,640	57.5%	4,994,053	4,994,053	4,926,239	67,814	4,424,660
Treasury*	90,394	38.1%	237,102	237,102	154,960	82,142	164,336
Vehicle Licensing & Testing	287,062	76.4%	375,598	375,598	492,106	-116,508	380,508
Water Distribution	1,058,808	39.2%	2,702,500	2,702,500	1,815,099	887,401	2,045,934
TOTAL OVERTIME	10,610,143	50.1%	21,158,131	21,154,131	18,188,817	2,969,314	17,333,164

STANDBY	YTD 2024/25	YTD vs Budget %	Adjusted Budget	Original Budget	Projected	Projected Saving / (Shortfall)	Actual 2023/24
Administration	13,679	94.3%	14,508	14,508	23,451	-8,943	17,070
Cemetries	75,900	69.8%	108,673	108,673	130,115	-21,442	96,128
Community Halls And Facilities	67,282	43.1%	156,001	156,001	115,340	40,661	127,781
Council Cost	0		0	0	0	0	0
Electricity*	321,810	54.6%	589,587	589,587	551,674	37,913	526,278
Enviromental Protection	0		0	0	0	0	0
Fire Protection Sevices	567,222	51.9%	1,092,585	1,092,585	972,381	120,204	955,372
Housing: Administration	12,297	46.9%	26,237	26,237	21,081	5,156	14,848
Human Resources	0		0	0	0	0	0
IDP	0		0	0	0	0	0
Information Tecnology	33,457	50.2%	66,629	66,629	57,354	9,275	57,974
Internal Audit	0		0	0	0	0	0
L E D	0		0	0	0	0	0
Library Services	3,338	80.7%	4,136	4,136	5,721	-1,585	4,181
Marketing & Communications	0		0	0	0	0	0
Mechanical Workshop	92,203	57.3%	160,916	160,916	158,063	2,853	143,448
Parks	119,202	50.3%	236,975	236,975	204,346	32,629	197,997
Performance Management	0		0	0	0	0	0
Pine Forest*	108,670	79.1%	137,366	137,366	186,291	-48,925	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	128,654	58.2%	221,215	221,215	220,549	666	193,214
Roads	181,535	47.6%	381,069	381,069	311,203	69,866	363,508
Sewerage	368,902	53.1%	694,523	694,523	632,403	62,120	560,270
Social & Welfare Services	0		0	0	0	0	0
Solid Waste*	57,560	39.9%	144,348	144,348	98,673	45,675	124,576
Stormwater Management	107,980	43.2%	249,921	249,921	185,109	64,812	214,594
Supply Chain Management	32,817	51.8%	63,339	63,339	56,257	7,082	57,300
Swimming Pools	9,785	91.0%	10,750	10,750	16,774	-6,024	6,243
Thusong Centre	0		0	0	0	0	0
Town Secretary	0		0	0	0	0	0
Traffic	936,116	58.2%	1,607,692	1,607,692	1,604,770	2,922	1,431,510
Treasury*	35,152	49.8%	70,539	70,539	60,261	10,278	61,487
Vehicle Licensing & Testing	100,228	56.6%	177,155	177,155	171,819	5,336	160,741
Water Distribution	310,741	54.4%	570,884	570,884	532,698	38,186	478,657
TOTAL STANDBY	3,684,528	54.3%	6,785,048	6,785,048	6,316,334	468,714	5,927,235



QUALITY CERTIFICATE

I, Mr D Nasson, Municipal Manager of Witzenberg Municipality, hereby certify that the monthly in year monitoring reports for the month of January 2025 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: _____

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager

VAN / FROM: Director: Finance

DATUM / DATE: 14 February 2025

VERW. / REF.: 05/01/

2024/2025 ADJUSTMENT BUDGET FOR CONSIDERATION

1. PURPOSE

The purpose of this report is to:

- Document the 2024/2025 adjustment budget for consideration to the Municipal Manager and Executive Mayor.
- Provide the background information regarding the consideration and approval of the budget.

2. LEGAL FRAMEWORK

Chapter 4 of the MFMA provides the legal framework for municipal budgets. Section 28 deals with adjustment budgets and is quoted below:

"28. Municipal adjustments budgets — (1) A municipality may revise an approved annual budget through an adjustments budget.

(2) An adjustments budget—

- (a) must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the current year.
- (b) may appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for.
- (c) may, within a prescribed framework, authorise unforeseeable and unavoidable expenditure recommended by the mayor of the municipality.
- (d) may authorise the utilisation of projected savings in one vote towards spending under another vote.
- (e) may authorise the spending of funds that were unspent at the end of the past financial year where the under-spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council.
- (f) may correct any errors in the annual budget; and
- (g) may provide for any other expenditure within a prescribed framework.

(3) An adjustments budget must be in a prescribed form.

- (4) *Only the mayor may table an adjustments budget in the municipal council, but an adjustments budget in terms of subsection (2) (b) to (g) may only be tabled within any prescribed limitations as to timing or frequency.*
- (5) *When an adjustments budget is tabled, it must be accompanied by—*
 - (a) *an explanation how the adjustments budget affects the annual budget.*
 - (b) *a motivation of any material changes to the annual budget.*
 - (c) *an explanation of the impact of any increased spending on the annual budget and the annual budgets for the next two financial years; and*
 - (d) *any other supporting documentation that may be prescribed.*
- (6) *Municipal tax and tariffs may not be increased during a financial year.*
- (7) *Sections 22 (b), 23 (3) and 24 (3) apply in respect of an adjustments budget, and in such application a reference in those sections to an annual budget must be read as a reference to an adjustments budget.”*

Section 23 of the Local Government: Municipal Finance Management Act: Municipal Budget and Reporting Regulations, regulates municipal adjustment budgets and is quoted below:

“Timeframes for tabling of adjustments budgets

- 23. (1) *An adjustment budget referred to in Section 28(2)(b),(d) and (f) of the act may be tabled in the municipal 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.*
- (2) *Only one adjustment budget referred to in sub regulation (1) may be tabled in the municipal council during a financial year, except when the additional revenues contemplated in section 28(2)(b) of the Act are allocations to a municipality in a national or provincial adjustments budget, in which case sub regulation (3) applies.*
- (3) *If a national or provincial adjustments budgets allocates or transfers additional revenues to a municipality, the mayor of the municipality must, at the next available council meeting, but within 60 days of the approval of the relevant national or provincial adjustments budget, table an adjustments budget referred to in section 28(2)(b) of the Act in the municipal council to appropriate these additional revenues.*
- (4) *An adjustments budgets referred to in section 28(2)(c) of the Act must be tabled in the municipal council at the first available opportunity after the unforeseeable and unavoidable expenditure contemplated in that section was incurred and within the time period set in section 29(3) of the Act.*
- (5) *An adjustment budget referred to in section 28(2)(e) of the Act may only be tabled after the end of the financial year to which the roll-overs relate and must be approved by the municipal council **by 25 August of the financial year following the financial year to which the roll-overs relate.***
- (6) *An adjustment budget contemplated in section 28(2)(g) of the Act may only authorise unauthorised expenditure as anticipated by section 32(2)(a)(i) of the Act, and must be –*
 - a) *dealt with as part of the adjustment budget contemplated in sub regulation (1); and*
 - b) *a special adjustment budget tabled in the municipal council when the mayor tables the annual report in terms of section 127(2) of the Act, which 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.”*

2 **Progress to date:**

The Annual Budget for 2024/2025 was approved by Council during May 2024.

3. **DISCUSSION**

Councils' approval for the adjustments to the budget as per the attached report are requested

4. **RECOMMENDATION**

- a) That the adjustment budget of Witzenberg Municipality for the financial year 2024/2025 as set out in the budget documents be approved:
 - i. Table B1 - Budget summary.
 - ii. Table B2 Adjustments Budget Financial Performance (by standard classification).
 - iii. Table B3 – Budgeted Financial performance (Revenue and Expenditure) by Vote.
 - iv. Table B4 Adjustments Budget Financial Performance (revenue by source); and
 - v. Table B5 – Budgeted Capital Expenditure by Vote, standard classification and funding.

Yours faithfully

HJ Kritzinger
DIRECTOR: FINANCE



Medium Term Revenue and Expenditure Framework

Adjustments Budget
2024/2025 to 2026/2027

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Glossary

Adjustments Budget – Prescribed in section 28 of the MFMA. The formal means by which a municipality may revise its annual budget during the year.
Allocations – Money received from Provincial or National Government or other municipalities.
AFS – Annual Financial Statements.
Budget – The financial plan of the Municipality.
Budget Related Policy – Policy of a municipality affecting or affected by the budget, examples include tariff policy, rates policy and credit control and debt collection policy.
Capital Expenditure - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's Statement of Financial Performance.
Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality. Cash payments do not always coincide with budgeted expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.
CFO – Chief Financial Officer
DORA – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government.
Equitable Share – A general grant paid to municipalities. It is predominantly targeted to help with free basic services.
Fruitless and wasteful expenditure – Expenditure that was made in vain and would have been avoided had reasonable care been exercised.
GFS – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.
GRAP – Generally Recognised 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 the Municipality
KPI's – Key Performance Indicators. Measures of service output and/or outcome.
MFMA – The Municipal Finance Management Act – No. 53 of 2003. The principle piece of legislation relating to municipal financial management.
MTREF – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years budget allocations. 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 the Municipality such as salaries and wages.
Rates – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.
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 the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.
Unauthorised expenditure – Generally, expenditure 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.
<p>Vote – One of the main segments into which a budget is divided. In Witzenberg Municipality the following votes and responsible senior manager was approved:</p> <ul style="list-style-type: none"> • Budget & Treasury Office – Director: Financial services • Civil Services - Director: Technical services • Community & Social Services – Director: Community services • Corporate Services – Director: Corporate services • Electro Technical Services - Director: Technical services • Executive & Council – Municipal Manager • Housing– Director: Community services • Planning - Director: Technical services • Public Safety– Director: Community services • Sport & Recreation– Director: Community services

PART 1 – ADJUSTMENTS BUDGET

Section 1 – Mayor’s Report

Speaker
Aldermen
Deputy Executive Mayor
Members of the Mayoral Committee
Councillors
Representatives of Provincial Government
Municipal Manager
Directors and officials
Introduction

It is my privilege to present to you the Annual Adjustments Budget for the 2024 / 2025 financial year.

This adjustment budget seeks to adjust, if deemed necessary, revenues and expenditure based upon the mid-year assessment report. The budget also incorporates amendments to grant allocations as envisaged in adjusted government gazettes. It is drafted in terms of the requirements of the MFMA and seeks to adhere to the stipulations of section 28 of the MFMA.

The reason for the tabling of this adjustment budget is fully disclosed in the executive summary of this report.

Tabling

Honourable Speaker, I recommend that the adjustments budget be approved.

COUNCILLOR T ABRAHAMS
EXECUTIVE MAYOR

Section 2 – Resolutions

ADJUSTMENTS MTREF 2024/2025

The resolutions tabled at Council for consideration with approval of the adjustments budget will be:

RECOMMENDATION:

- a) That the adjustment budget of Witzenberg Municipality for the financial year 2024/2025 as set out in the budget documents attached be approved:
 - i. Table B1 - Budget summary;
 - ii. Table B2 - Adjustments Budget Financial Performance (by standard classification);
 - iii. Table B3 - Budgeted Financial performance (Revenue and Expenditure) by Vote;
 - iv. Table B4 - Adjustments Budget Financial Performance (revenue by source); and
 - v. Table B5 - Budgeted Capital Expenditure by Vote, standard classification and funding.
- (b) That the monthly and quarterly financial targets of the service delivery and budget implementation plan be adjusted to correspond with the approved adjustments budget figures.

Section 3 – Executive Summary

3.1 Introduction

Adjustments to both the operating and capital budget are required to make provision for adjustments in expected expenditure and certain capital projects for the financial year.

Operational budget

In summary the operating budget has been adjusted as follow:

Operational Revenue Budget

Dept.	Ref	Description	Funding	Amount
Finance	1	Transfers & Subsidies_Operational	FMCG	R 100 000
Refuse	1	Transfers & Subsidies_Capital	Boreholes	R 257 000
Housing	1	Transfers & Subsidies_Operational	Housing: Human Settlements Development Grant	(R 1 736 000)
Housing	1	Transfers & Subsidies_Operational	Housing: Acceleration of Housing Delivery	R 3 692 000
Housing	1	Transfers & Subsidies_Capital	Informal Upgrade	(R 1 532 000)
Traffic	2	Transfers & Subsidies	CWDM	R 36 000
Roads	3	Transfers & Subsidies_Capital	Main Roads	(R 1 375 000)
Library	4	Transfers & Subsidies_Operational	Library Grant	(R10 683 123)
Library	4	Sales of Goods & Rendering of Services	Library Grant	R 10 683 123
Various	5	Transfers & Subsidies	MDRG	R 3 612 000
Water	6	Transfers & Subsidies_Capital	MIG	(R 35 000)
Property & Legal Services	7	Gain on sale of erven	Own	R 6 120 737
Operational Budget Revenue Adjustments				R 9 139 737

* All Grant Revenue inclusive of Surcharges & Taxes

Reasons for Adjustments to Operating Revenue Budget

1. Adjustments to Provincial Grants as per Provincial Gazette 9021
2. Additional funding received from Cape Winelands District Municipality
3. Correction of Error on Budget. Allocation in terms of a unpaid amount in terms of prior year
4. Correction of Classification of Library Grant based on Vat Binding Ruling
5. Additional funding received from Department Cooperative Governance.
6. Adjustment to MIG Allocation
7. Council resolution 8.4.2 of 26 July 2024, that erf 2622 in Schoonvlei be sold for R8.5 million

Operational Expenditure Budget

Dept.	Ref	Description	Funding	Amount
Council	1	Transfers & Subsidies	OWN	R 1 407 312
Human Resources	2	Bursaries	FMCG	R 100 000
Human Resources	4	Bursaries	FMCG	(R 314 700)

Dept.	Ref	Description	Funding	Amount
Housing	2	Transfers & Subsidies	Housing	(R 4 107 826)
Traffic	3	Uniforms & Protective Clothing	CWDM	R 31 304
Sanitation	5	Repair Flood Damage	MDRG	R 101 739
Water	5	Repair Flood Damage	MDRG	R 260 870
Environmental	6	Outsourced/ contracted services: Manage a pound facility for animals	Own	R 600 000
Parks	7	Cutting of Trees	Own	R 200 000
Solid Waste	8	Procurement of health & safety Items	Own	R 100 000
Solid Waste	9	Contracted services: service fire extinguishers and sanitary bins at public toilets	Own	R 100 000
Social Services	10	Purchase of consumables for Soup Kitchens	Own	R 500 000
Roads	11	Contracted Services: Civil	Own	R 100 000
Municipal Manager	12	Transfers and subsidies	Own	R 150 000
Operational Budget Expenditure Adjustment				(R 971 301)

Reasons for Adjustments to Operating Expenditure Budget:

1. Council approved a contribution to proportionally refund the erection of a fence constructed by Farm Owners adjacent to Vredebes Housing Development.
2. Adjustments to Provincial Grants as per Provincial Gazette 9021
3. Additional funding received from Cape Winelands District Municipality
4. Correction: Incorrectly budgeted for bursaries funded by provincial budget
5. Additional funding received from Department Cooperative Governance in reaction to Storm Damages.
6. The Municipality must establish such a facility. There are many laws and procedures that regulate such service and it is a full-time job where a qualified and only an authorized person may impound animals.
7. Cutting of trees
8. Procurement of health & safety Items
9. Provision to service fire extinguishers and sanitary bins at public toilets.
10. To increase the support to soup kitchens.
11. Planning Fees for Tulbagh Taxi Rank
12. Contribution to Security Cameras in Tulbagh.

Capital budget

In summary the Capital budget has been adjusted as follow:

Total Capital Adjustments by funding source:

Funding Source	Adjustment
Own	R 5 170 000
Boreholes	R 257 000

Informal Upgrade	(R 1 532 000)
MDRG	R 3 195 000
MIG	(R 35 000)

Detailed Capital Adjustments

Dept.	Ref	Description	Funding	Amount
Council	1	Acquisition of property for municipal offices	CRR	R 2 720 000
Refuse	2	Construction of Boreholes at Landfill Site	Boreholes	R 223 478
Roads	2	Nduli Housing Roads	Informal Upgrade	(R 1 332 174)
Roads	3	Replacement of Roads and Stormwater Infrastructure	MDRG	R 2 778 260
Parks	4	Vehicle replacement: tractor X 2	CRR	R 800 000
Solid Waste	5	Bulk Waste Container	CRR	R 100 000
Water	6	Network Schoonvlei	CRR	R 300 000
Sewerage	6	Network Schoonvlei	CRR	R 700 000
Recreational Land	7	Upgrade Sport Facilities Kluitjieskraal	CRR	R 500 000
Roads	8	Tulbagh Taxi Rank	CRR	(R 100 000)
Project Management	9	Capex Office Equipment	MIG	(R 9 990)
Water	9	Capex Nduli upgrade and replace water pipe along R46	MIG	(R 107 401)
Roads	9	Capex Rehabilitation of Streets Wolseley	MIG	R 86 957
Electricity	10	Capex Upgrade of Streetlights	CRR	R 150 000
Electricity	11	Capex Upgrade Power Station	Loan	(R 15 000 000)
Total Capital Budget Adjustment				(R 8 190 870)

Reasons for Capital Budget Adjustments can be summarised as follow:

1. Council approved the purchase of an office building
2. Adjustments to Provincial Grants as per Provincial Gazette 9021
3. Additional funding received from Department Cooperative Governance
4. To procure tractors for the parks section.
5. Additional funds required to procure waste containers.
6. Council resolution 8.4.2 of 26 July 2024, that *the proceeds of the sale of erf 2622 in Schoonvlei be used for the bulk services that are required to service the erven at Schoonvlei, Ceres that have been set aside for the previously disadvantaged community.*
7. Upgrade of Sport Facilities at Kluitjieskraal
8. Planning Fees for Taxi Rank moved to Operational budget
9. Adjustment to MIG allocation.
10. Upgrade of Streetlights in Tulbagh.
11. Anticipated unspent portion of Upgrade to Power Station transferred to next financial year.

Financial Position

Element	Funding	Amount
Unpaid Government Grants	Main Roads	(R 7 461 000)
Land Sale Debtor	Own	R8 500 000

Reason: Refund of unpaid portion on Main Roads Grants

Reason: Recognition of Land Sale Debtor from sale of erf 2622 in Schoonvlei.

3.2 Provision of basic services

The provision of basic services will be improved by the approval of the adjustment budget.

3.3 Effect of the adjustment budget**3.3.1 Service delivery and budget implementation plan**

Except for the adjustment of the monthly revenue and expenditure targets, the impact to the SDBIP in terms of target adjustments is highlighted in SDBIP report.

3.3.2 Service delivery agreements

None

3.3.3 Medium term revenue and expenditure framework

The impact to the outer years is minimal.

3.3.4 Long term financial sustainability

The approval of the adjustment budget will have no effect on the long-term financial sustainability of the municipality.

3.4 Adjustment highlights

The adjustments budget seeks to comply with section 28 of the MFMA. Therefore, all adjustments are discussed according to the sub-sections of Section 28(2) of the MFMA.

3.4.1 Correction of expenditure.

The Cash flow Budget in terms of Property Rates, Electricity & Water was adjusted to align it to past trends

3.4.2 Appropriation of additional revenues

Provincial grant allocation adjustments have been provided for in the budget

3.4.3 Authorisation of unforeseen and unavoidable expenditure

No material items.

3.4.4 Utilisation of project savings between votes

No material items.

3.4.5 Correction of errors in annual budget

No material items.

3.4.6 Roll-over of unspent funds

No material items

PART 2 – SUPPORTING DOCUMENTATION

Section 4 – Adjustments to budget assumptions

Revenue

There are no changes to the budget assumptions for operating revenue. The billing for service charges remains in line with projected budget estimates.

Expenditure

None

Section 5 – Adjustments to budget funding

5.1 Summary of the impact of the adjustments budget

5.1.1 *Funding of operating and capital expenditure*

The Budget remains funded by realistic anticipated revenues and cash backed accumulated reserves

5.1.2 *Financial plans*

No amendments.

5.1.3 *Reserves*

The only reserve that is cash backed at this stage is the capital replacement reserve.

5.1.4 *Financial sustainability of the municipality*

The financial sustainability of the municipality remains positive as the municipality is enjoying a positive bank balance whilst the cost coverage ratio and liquidity ratios remains within acceptable norms

5.2 Expenditure funded in accordance with MFMA section 18

No additional new loans included in the budget.

5.3 Adjustments to collection levels estimated

The year-to-date collection rate as at 31 December 2024 is 76%, which is below the collection rate of 86% for the comparative prior year figure. A significant contributor to the lower collection rate of 76% is the outstanding Industrial Effluent charge of approximately R34 million (Excl VAT).

5.4 Adjustments to the monetary investments

No major adjustments.

5.5 Adjustments to contributions and donations in cash or in-kind

Summarised in

5.6 Adjustments related to proceeds from the sale of assets

None

5.7 Adjustments related to proceeds from the lease of assets, where the period of the lease is three years or more;

None

5.8 Adjustments related to the planned use of previous years' cash backed accumulated surplus

None

5.9 Adjustments related to new proposed loans to be raised in the budget year

None

Section 6 – Adjustments to expenditure on allocations and grant programmes

Disclosure on expenditure on allocations and grant programmes is included in supporting table SB7. Small adjustments were made to SB7 in order to align it to adjusted National & Provincial Government Gazettes

Section 7 – Adjustments to allocations or grants made by the municipality**Section 8 – Adjustments to councillors and board member's allowances and employee benefits**

None.

Section 9 – Adjustments to service delivery and budget implementation plan**9.1 Quarterly service delivery targets and performance indicators in the SDBIP**

No adjustments were made to any non-financial indicators.

9.2 Key financial indicators

No adjustments were made to the key financial indicators.

9.3 Monthly targets for revenue, expenditure and cash flow

No major adjustments

Section 10 Municipal Manager's quality certification

Quality Certificate

I, Mr D Nasson, Municipal Manager of Witzenberg Municipality, hereby certify that the adjustment budget and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act, and that the budget and supporting documentations are consistent with the Integrated Development Plan of the municipality.

Print name Mr D NASSON

Municipal Manager of Witzenberg Municipality

Signature _____

Date _____

WC022 Witzenberg - Table B1 Adjustments Budget Summary - 26/02/2025

Description	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
	Original Budget	Prior Adjusted 1 A1	Accum. Funds 2 B	Multi-year capital 3 C	Unfore. Unavoid. 4 D	Nat. or Prov. Govt 5 E	Other Adjuts. 6 F	Total Adjuts. 7 G	Adjusted Budget 8 H	Adjusted Budget	Adjusted Budget
R thousands	A	1 A1	2 B	3 C	4 D	5 E	6 F	7 G	8 H		
Financial Performance											
Property rates	113,495	113,495	—	—	—	—	—	—	113,495	120,979	128,237
Service charges	565,288	565,288	—	—	—	—	—	—	565,288	609,615	667,594
Investment revenue	22,444	22,444	—	—	—	—	—	—	22,444	23,067	23,720
Transfers recognised - operational	196,213	196,213	—	—	—	—	(14,316)	(14,316)	181,896	182,433	190,947
Other own revenue	67,446	67,446	—	—	—	—	21,663	21,663	89,109	84,261	86,874
Total Revenue (excluding capital transfers and	964,887	964,887	—	—	—	—	7,346	7,346	972,233	1,020,355	1,097,373
Employee costs	277,558	279,445	—	—	—	—	—	—	279,445	295,259	316,287
Remuneration of councillors	12,311	12,311	—	—	—	—	—	—	12,311	12,804	13,316
Depreciation & asset impairment	54,219	54,219	—	—	—	—	—	—	54,219	40,273	40,323
Interest	10,233	10,233	—	—	—	—	—	—	10,233	10,255	10,277
Inventory consumed and bulk purchases	401,186	400,081	—	—	—	—	647	647	400,729	448,592	503,687
Transfers and subsidies	37,116	37,126	—	—	—	—	(2,765)	(2,765)	34,361	24,682	20,976
Other expenditure	204,107	195,522	—	—	—	—	1,283	1,283	196,805	206,777	210,977
Total Expenditure	996,730	988,938	—	—	—	—	(835)	(835)	988,103	1,038,641	1,115,843
Surplus/(Deficit)	(31,844)	(24,051)	—	—	—	—	8,181	8,181	(15,870)	(18,286)	(18,470)
Transfers and subsidies - capital (monetary allocations)	35,557	35,557	—	—	—	—	1,771	1,771	37,328	31,266	27,122
Transfers and subsidies - capital (in-kind - all)	—	—	—	—	—	—	—	—	—	—	—
Surplus/(Deficit) after capital transfers &	3,713	11,505	—	—	—	—	9,952	9,952	21,457	12,980	8,652
Share of surplus/ (deficit) of associate	—	—	—	—	—	—	—	—	—	—	—
Surplus/ (Deficit) for the year	3,713	11,505	—	—	—	—	9,952	9,952	21,457	12,980	8,652
Capital expenditure & funds sources											
Capital expenditure	85,365	93,110	—	—	—	—	(8,278)	(8,278)	84,832	62,013	33,923
Transfers recognised - capital	39,880	39,880	—	—	—	—	1,639	1,639	41,519	35,047	25,327
Borrowing	25,000	25,000	—	—	—	—	(15,000)	(15,000)	10,000	15,000	—
Internally generated funds	20,485	28,230	—	—	—	—	5,170	5,170	33,400	24,424	17,785
Total sources of capital funds	85,365	93,110	—	—	—	—	(8,191)	(8,191)	84,919	74,471	43,112
Financial position											
Total current assets	362,903	356,065	—	—	—	—	55,940	55,940	412,005	397,168	(3,968)
Total non current assets	1,138,148	1,145,893	—	—	—	—	31,379	31,379	1,177,272	1,211,470	36,987
Total current liabilities	186,734	179,819	—	—	—	—	(50,019)	(50,019)	129,799	113,338	(35,280)
Total non current liabilities	259,358	259,368	—	—	—	—	(13,829)	(13,829)	245,539	279,582	69,962
Community wealth/Equity	1,132,959	1,140,751	—	—	—	—	143,320	143,320	1,284,072	1,297,072	21,632
Cash flows											
Net cash from (used) operating	74,112	74,112	—	—	—	—	13,229	13,229	87,341	56,702	39,247
Net cash from (used) investing	(85,365)	(93,110)	—	—	—	—	8,201	8,201	(84,909)	(74,471)	(43,112)
Net cash from (used) financing	20,988	20,988	—	—	—	—	—	—	20,988	(4,012)	(4,012)
Cash/cash equivalents at the year end	227,330	219,585	—	—	—	—	(8,920)	(8,920)	210,665	188,861	(29,682)
Cash backing/surplus reconciliation											
Cash and investments available	227,306	219,561	—	—	—	—	(8,920)	(8,920)	210,641	188,836	(29,708)
Application of cash and investments	67,174	60,259	—	—	—	—	(95,095)	(95,095)	(34,836)	(54,406)	(49,456)
Balance - surplus (shortfall)	160,132	159,302	—	—	—	—	86,175	86,175	245,478	243,242	19,749
Asset Management											
Asset register summary (WDV)	1,138,148	1,145,893	—	—	—	—	29,000	29,000	1,174,893	1,211,470	36,987
Depreciation	54,219	54,219	—	—	—	—	—	—	54,219	40,273	40,323
Renewal and Upgrading of Existing Assets	58,571	64,202	—	—	—	—	(11,692)	(11,692)	52,509	55,295	20,688
Repairs and Maintenance	31,384	22,631	—	—	—	—	363	363	22,993	32,886	34,438
Free services											
Cost of Free Basic Services provided	3,939	3,939	—	—	—	—	—	—	3,939	3,993	4,051
Revenue cost of free services provided	42,611	42,611	—	—	—	—	—	—	42,611	44,815	47,866
Households below minimum service level											
Water:	—	—	—	—	—	—	—	—	—	—	—
Sanitation/sewerage:	—	—	—	—	—	—	—	—	—	—	—
Energy:	—	—	—	—	—	—	—	—	—	—	—
Refuse:	—	—	—	—	—	—	—	—	—	—	—

WC022 Witzenberg - Table B2 Adjustments Budget Financial Performance (functional classification) - 26/02/2025

Standard Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands	1, 4	A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H			
Revenue - Functional													
Governance and administration		153,789	153,789	-	-	-	-	6,436	6,436	160,225	160,727	169,679	
Executive and council		31	31	-	-	-	-	-	-	31	31	-	
Finance and administration		153,758	153,758	-	-	-	-	6,436	6,436	160,194	160,696	169,679	
Internal audit		-	-	-	-	-	-	-	-	-	-	-	
Community and public safety		218,327	218,327	-	-	-	-	460	460	218,787	229,013	232,131	
Community and social services		158,917	158,917	-	-	-	-	-	-	158,917	168,992	181,856	
Sport and recreation		7,820	7,820	-	-	-	-	-	-	7,820	8,306	8,817	
Public safety		16,654	16,654	-	-	-	-	36	36	16,690	17,486	18,361	
Housing		34,936	34,936	-	-	-	-	424	424	35,360	34,229	23,098	
Health		-	-	-	-	-	-	-	-	-	-	-	
Economic and environmental services		4,338	4,338	-	-	-	-	(1,196)	(1,196)	3,143	4,565	4,528	
Planning and development		3,016	3,016	-	-	-	-	-	-	3,016	3,215	3,116	
Road transport		1,311	1,311	-	-	-	-	(1,196)	(1,196)	116	1,339	1,400	
Environmental protection		11	11	-	-	-	-	-	-	11	11	12	
Trading services		623,849	623,849	-	-	-	-	3,417	3,417	627,266	657,169	718,002	
Energy sources		430,868	430,868	-	-	-	-	-	-	430,868	468,731	519,891	
Water management		95,225	95,225	-	-	-	-	265	265	95,490	86,003	90,777	
Waste water management		56,602	56,602	-	-	-	-	2,895	2,895	59,497	59,320	62,166	
Waste management		41,154	41,154	-	-	-	-	257	257	41,411	43,115	45,168	
Other		139	139	-	-	-	-	-	-	139	146	154	
Total Revenue - Functional	2	1,000,443	1,000,443	-	-	-	-	9,117	9,117	1,009,560	1,051,621	1,124,495	
Expenditure - Functional													
Governance and administration		161,917	164,800	-	-	-	-	1,232	1,232	166,032	169,434	171,261	
Executive and council		32,064	32,419	-	-	-	-	1,557	1,557	33,976	33,746	35,506	
Finance and administration		124,776	127,303	-	-	-	-	(325)	(325)	126,978	130,261	129,960	
Internal audit		5,078	5,078	-	-	-	-	-	-	5,078	5,427	5,795	
Community and public safety		176,506	175,253	-	-	-	-	(3,329)	(3,329)	171,924	171,599	177,023	
Community and social services		36,104	36,146	-	-	-	-	500	500	36,646	36,215	38,251	
Sport and recreation		42,561	42,370	-	-	-	-	247	247	42,617	45,527	48,226	
Public safety		56,942	55,809	-	-	-	-	31	31	55,840	60,754	64,807	
Housing		40,899	40,929	-	-	-	-	(4,108)	(4,108)	36,821	29,103	25,739	
Health		-	-	-	-	-	-	-	-	-	-	-	
Economic and environmental services		51,243	44,864	-	-	-	-	917	917	45,781	51,263	54,036	
Planning and development		16,351	16,501	-	-	-	-	-	-	16,501	17,120	18,201	
Road transport		29,657	23,251	-	-	-	-	317	317	23,569	31,082	32,592	
Environmental protection		5,235	5,111	-	-	-	-	600	600	5,711	3,062	3,243	
Trading services		606,005	602,983	-	-	-	-	345	345	603,328	644,279	711,354	
Energy sources		428,398	428,339	-	-	-	-	-	-	428,339	473,846	536,848	
Water management		55,909	55,471	-	-	-	-	43	43	55,514	55,489	58,332	
Waste water management		45,046	42,891	-	-	-	-	102	102	42,993	50,257	51,356	
Waste management		76,652	76,281	-	-	-	-	200	200	76,481	64,687	65,819	
Other		1,059	1,039	-	-	-	-	-	-	1,039	2,065	2,169	
Total Expenditure - Functional	3	996,730	988,938	-	-	-	-	(835)	(835)	988,103	1,038,641	1,115,843	
Surplus/ (Deficit) for the year		3,713	11,505	-	-	-	-	9,952	9,952	21,457	12,980	8,652	

WC022 Witzenberg - Table B2 Adjustments Budget Financial Performance (functional classification) - B - 26/02/2025

Standard Classification Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjts.	Total Adjts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousand	1	A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H			
Revenue - Functional													
Municipal governance and administration		153,789	153,789	-	-	-	-	6,436	6,436	160,225	160,727	169,679	
Executive and council		31	31	-	-	-	-	-	-	31	31	-	
Mayor and Council		31	31	-	-	-	-	-	-	31	31	-	
Finance and administration		153,758	153,758	-	-	-	-	6,436	6,436	160,194	160,696	169,679	
Administrative and Corporate Support		11	11	-	-	-	-	-	-	11	11	12	
Finance		152,985	152,985	-	-	-	-	6,436	6,436	159,421	159,884	168,827	
Human Resources		671	671	-	-	-	-	-	-	671	705	740	
Marketing, Customer Relations, Publicity and Media Co-Supply Chain Management		5	5	-	-	-	-	-	-	5	6	6	
		86	86	-	-	-	-	-	-	86	90	95	
Community and public safety		218,327	218,327	-	-	-	-	460	460	218,787	229,013	232,131	
Community and social services		158,917	158,917	-	-	-	-	-	-	158,917	168,992	181,856	
Aged Care		147,397	147,397	-	-	-	-	-	-	147,397	157,336	169,783	
Cemeteries, Funeral Parlours and Crematoriums		266	266	-	-	-	-	-	-	266	280	294	
Community Halls and Facilities		543	543	-	-	-	-	-	-	543	441	472	
Libraries and Archives		10,710	10,710	-	-	-	-	-	-	10,710	10,935	11,307	
Sport and recreation		7,820	7,820	-	-	-	-	-	-	7,820	8,306	8,817	
Recreational Facilities		7,682	7,682	-	-	-	-	-	-	7,682	8,157	8,658	
Sports Grounds and Stadiums		139	139	-	-	-	-	-	-	139	148	159	
Public safety		16,654	16,654	-	-	-	-	36	36	16,690	17,486	18,361	
Fire Fighting and Protection		8	8	-	-	-	-	-	-	8	8	8	
Police Forces, Traffic and Street Parking Control		16,646	16,646	-	-	-	-	36	36	16,682	17,478	18,352	
Housing		34,936	34,936	-	-	-	-	424	424	35,360	34,229	23,098	
Housing		34,936	34,936	-	-	-	-	424	424	35,360	34,229	23,098	
Economic and environmental services		4,338	4,338	-	-	-	-	(1,196)	(1,196)	3,143	4,565	4,528	
Planning and development		3,016	3,016	-	-	-	-	-	-	3,016	3,215	3,116	
Economic Development/Planning		105	105	-	-	-	-	-	-	105	205	-	
Town Planning, Building Regulations and Enforcement, Project Management Unit		1,911	1,911	-	-	-	-	-	-	1,911	2,010	2,116	
Road transport		1,000	1,000	-	-	-	-	-	-	1,000	1,000	1,000	
Roads		1,311	1,311	-	-	-	-	(1,196)	(1,196)	116	1,339	1,400	
Environmental protection		11	11	-	-	-	-	-	-	11	11	12	
Biodiversity and Landscape		11	11	-	-	-	-	-	-	11	11	12	
Trading services		623,849	623,849	-	-	-	-	3,417	3,417	627,266	657,169	718,002	
Energy sources		430,868	430,868	-	-	-	-	-	-	430,868	468,731	519,891	
Electricity		430,868	430,868	-	-	-	-	-	-	430,868	468,731	519,891	
Water management		95,225	95,225	-	-	-	-	265	265	95,490	86,003	90,777	
Water Distribution		82,182	82,182	-	-	-	-	265	265	82,447	86,003	90,777	
Water Storage		13,043	13,043	-	-	-	-	-	-	13,043	-	-	
Waste water management		56,602	56,602	-	-	-	-	2,895	2,895	59,497	59,320	62,166	
Sewerage		56,602	56,602	-	-	-	-	117	117	56,719	59,320	62,166	
Storm Water Management		-	-	-	-	-	-	2,778	2,778	2,778	-	-	
Waste management		41,154	41,154	-	-	-	-	257	257	41,411	43,115	45,168	
Solid Waste Disposal (Landfill Sites)		-	-	-	-	-	-	257	257	257	-	-	
Solid Waste Removal		41,154	41,154	-	-	-	-	-	-	41,154	43,115	45,168	
Other		139	139	-	-	-	-	-	-	139	146	154	
Licensing and Regulation		139	139	-	-	-	-	-	-	139	146	154	
Total Revenue - Functional	2	1,000,443	1,000,443	-	-	-	-	9,117	9,117	1,009,560	1,051,621	1,124,495	

Standard Classification Description	Ref	Budget Year 2024/25										Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjts.	Total Adjts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousand	1	A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H			
Expenditure - Functional													
Municipal governance and administration		161,917	164,800	–	–	–	–	1,232	1,232	166,032	169,434	171,261	
Executive and council		32,064	32,419	–	–	–	–	1,557	1,557	33,976	33,746	35,595	
Mayor and Council		19,101	19,058	–	–	–	–	–	–	19,058	19,899	20,728	
Municipal Manager, Town Secretary and Chief Executive		12,962	13,360	–	–	–	–	1,557	1,557	14,918	13,847	14,778	
Finance and administration		124,776	127,303	–	–	–	–	(325)	(325)	128,978	130,261	129,960	
Administrative and Corporate Support		15,255	15,236	–	–	–	–	–	–	15,236	16,079	16,665	
Asset Management		271	273	–	–	–	–	–	–	273	289	309	
Finance		46,823	49,196	–	–	–	–	–	–	49,196	50,894	45,813	
Fleet Management		4,221	4,221	–	–	–	–	–	–	4,221	4,512	4,819	
Human Resources		30,941	31,262	–	–	–	–	(325)	(325)	30,937	29,570	31,705	
Information Technology		5,493	5,483	–	–	–	–	–	–	5,483	5,745	6,005	
Legal Services		3,254	3,254	–	–	–	–	–	–	3,254	3,429	3,611	
Marketing, Customer Relations, Publicity and Media Co-		4,980	4,965	–	–	–	–	–	–	4,965	5,363	5,762	
Property Services		1,506	1,506	–	–	–	–	–	–	1,506	1,568	1,634	
Supply Chain Management		10,268	10,243	–	–	–	–	–	–	10,243	10,955	11,680	
Valuation Service		1,763	1,663	–	–	–	–	–	–	1,663	1,859	1,957	
Internal audit		5,078	5,078	–	–	–	–	–	–	5,078	5,427	5,795	
Governance Function		5,078	5,078	–	–	–	–	–	–	5,078	5,427	5,795	
Community and public safety		176,506	175,253	–	–	–	–	(3,329)	(3,329)	171,924	171,599	177,023	
Community and social services		36,104	36,146	–	–	–	–	500	500	36,646	36,215	38,251	
Aged Care		7,179	6,740	–	–	–	–	500	500	7,240	5,993	6,204	
Cemeteries, Funeral Parlours and Crematoriums		4,783	4,781	–	–	–	–	–	–	4,781	4,735	4,997	
Child Care Facilities		99	99	–	–	–	–	–	–	99	104	108	
Community Halls and Facilities		9,675	10,159	–	–	–	–	–	–	10,159	10,089	10,668	
Disaster Management		76	76	–	–	–	–	–	–	76	79	83	
Education		2	2	–	–	–	–	–	–	2	2	2	
Libraries and Archives		14,289	14,289	–	–	–	–	–	–	14,289	15,213	16,187	
Sport and recreation		42,561	42,370	–	–	–	–	247	247	42,617	45,527	48,226	
Community Parks (including Nurseries)		14,625	14,578	–	–	–	–	200	200	14,778	15,504	16,424	
Recreational Facilities		18,350	18,237	–	–	–	–	47	47	18,285	19,466	20,647	
Sports Grounds and Stadiums		9,585	9,554	–	–	–	–	–	–	9,554	10,557	11,155	
Public safety		56,942	55,809	–	–	–	–	31	31	55,840	60,754	64,807	
Fire Fighting and Protection		12,931	12,941	–	–	–	–	–	–	12,941	13,839	14,810	
Police Forces, Traffic and Street Parking Control		44,011	42,868	–	–	–	–	31	31	42,899	46,915	49,997	
Housing		40,899	40,929	–	–	–	–	(4,108)	(4,108)	36,821	29,103	25,739	
Housing		40,844	40,874	–	–	–	–	(4,108)	(4,108)	36,766	29,045	25,678	
Informal Settlements		55	55	–	–	–	–	–	–	55	58	61	
Economic and environmental services		51,243	44,864	–	–	–	–	917	917	45,781	51,263	54,836	
Planning and development		16,351	16,501	–	–	–	–	–	–	16,501	17,120	18,201	
Corporate Wide Strategic Planning (IDPs, LEDS)		3,639	3,649	–	–	–	–	–	–	3,649	3,832	4,040	
Economic Development/Planning		2,624	2,771	–	–	–	–	–	–	2,771	2,842	3,077	
Town Planning, Building Regulations and Enforcement,		6,699	6,693	–	–	–	–	–	–	6,693	6,891	7,355	
Project Management Unit		3,389	3,389	–	–	–	–	–	–	3,389	3,555	3,729	
Road transport		29,657	23,251	–	–	–	–	317	317	23,569	31,082	32,592	
Roads		29,657	23,251	–	–	–	–	317	317	23,569	31,082	32,592	
Environmental protection		5,235	5,111	–	–	–	–	600	600	5,711	3,062	3,243	
Biodiversity and Landscape		5,036	4,912	–	–	–	–	600	600	5,512	2,853	3,025	
Pollution Control		199	199	–	–	–	–	–	–	199	206	218	
Trading services		606,005	602,983	–	–	–	–	345	345	603,328	644,279	711,354	
Energy sources		428,398	428,339	–	–	–	–	–	–	428,339	473,846	535,848	
Electricity		423,090	423,238	–	–	–	–	–	–	423,238	468,511	530,427	
Street Lighting and Signal Systems		5,308	5,101	–	–	–	–	–	–	5,101	5,334	5,421	
Water management		55,909	55,471	–	–	–	–	43	43	55,514	55,489	58,332	
Water Treatment		251	251	–	–	–	–	–	–	251	268	287	
Water Distribution		51,504	50,735	–	–	–	–	43	43	50,779	50,967	53,689	
Water Storage		4,155	4,485	–	–	–	–	–	–	4,485	4,254	4,356	
Waste water management		45,046	42,891	–	–	–	–	102	102	42,993	50,257	51,356	
Public Toilets		1,842	1,838	–	–	–	–	–	–	1,838	1,967	2,098	
Sewerage		34,367	33,640	–	–	–	–	102	102	33,742	38,909	39,295	
Storm Water Management		8,822	7,398	–	–	–	–	–	–	7,398	9,366	9,946	
Waste Water Treatment		15	15	–	–	–	–	–	–	15	16	16	
Waste management		76,652	76,281	–	–	–	–	200	200	76,481	64,687	65,819	
Solid Waste Disposal (Landfill Sites)		32,050	31,776	–	–	–	–	–	–	31,776	17,399	17,656	
Solid Waste Removal		44,521	44,424	–	–	–	–	200	200	44,624	47,200	48,067	
Street Cleaning		82	82	–	–	–	–	–	–	82	88	95	
Other		1,059	1,039	–	–	–	–	–	–	1,039	2,065	2,169	
Licensing and Regulation		58	38	–	–	–	–	–	–	38	61	64	
Tourism		1,000	1,000	–	–	–	–	–	–	1,000	2,004	2,105	
Total Expenditure - Functional	3	996,730	988,938	–	–	–	–	(835)	(835)	988,103	1,038,641	1,115,843	
Surplus/ (Deficit) for the year		3,713	11,505	–	–	–	–	9,952	9,952	21,457	12,980	8,652	

WC022 Witzenberg - Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) - 26/02/2025

Vote Description <i>[Insert departmental structure etc]</i>	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
Revenue by Vote	1											
Vote 1 - Financial Services		149,934	149,934	-	-	-	-	6,436	6,436	156,370	156,612	165,288
Vote 2 - Community Services		201,946	201,946	-	-	-	-	424	424	202,370	212,043	214,091
Vote 3 - Corporate Services		17,495	17,495	-	-	-	-	36	36	17,531	18,231	19,111
Vote 4 - Technical Services		629,366	629,366	-	-	-	-	2,222	2,222	631,587	662,982	724,200
Vote 5 - Municipal Manager		1,702	1,702	-	-	-	-	-	-	1,702	1,752	1,805
Total Revenue by Vote	2	1,000,443	1,000,443	-	-	-	-	9,117	9,117	1,009,560	1,051,621	1,124,495
Expenditure by Vote	1											
Vote 1 - Financial Services		61,135	61,075	-	-	-	-	-	-	61,075	66,151	62,065
Vote 2 - Community Services		141,841	141,736	-	-	-	-	(2,761)	(2,761)	138,976	132,313	135,185
Vote 3 - Corporate Services		124,911	124,003	-	-	-	-	(294)	(294)	123,709	129,821	137,476
Vote 4 - Technical Services		649,300	642,173	-	-	-	-	663	663	642,836	689,665	759,214
Vote 5 - Municipal Manager		19,542	19,950	-	-	-	-	1,557	1,557	21,508	20,691	21,904
Total Expenditure by Vote	2	996,730	988,938	-	-	-	-	(835)	(835)	988,103	1,038,641	1,115,843
Surplus/ (Deficit) for the year	2	3,713	11,505	-	-	-	-	9,952	9,952	21,457	12,980	8,652

WC022 Witzenberg - Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) - B - 26/02/2025

Vote Description <i>[Insert departmental structure etc]</i>	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
Revenue by Vote	1											
Vote 1 - Financial Services		149,934	149,934	-	-	-	-	6,436	6,436	156,370	156,612	165,288
1.2 - Income		114,101	114,101	-	-	-	-	-	-	114,101	121,623	128,922
1.3 - Financial Administration		35,464	35,464	-	-	-	-	6,436	6,436	41,899	34,601	35,959
1.4 - Credit Control		284	284	-	-	-	-	-	-	284	298	313
1.5 - Supply Chain & Expenditure		86	86	-	-	-	-	-	-	86	90	95
Vote 2 - Community Services		201,946	201,946	-	-	-	-	424	424	202,370	212,043	214,091
2.2 - Cemeteries		266	266	-	-	-	-	-	-	266	280	294
2.3 - Housing		35,029	35,029	-	-	-	-	424	424	35,453	34,325	23,193
2.4 - Libraries		10,947	10,947	-	-	-	-	-	-	10,947	11,184	11,568
2.5 - Resorts & Swimming Pools		7,682	7,682	-	-	-	-	-	-	7,682	8,157	8,658
2.6 - Social Services		147,397	147,397	-	-	-	-	-	-	147,397	157,336	169,783
2.7 - Fire Services & Disaster Management		8	8	-	-	-	-	-	-	8	8	8
2.8 - Environment & Licensing		150	150	-	-	-	-	-	-	150	158	166
2.9 - Community Halls and Amenities		362	362	-	-	-	-	-	-	362	390	422
2.10 - Local Economic Development		105	105	-	-	-	-	-	-	105	205	-
Vote 3 - Corporate Services		17,495	17,495	-	-	-	-	36	36	17,531	18,231	19,111
3.2 - Human Resources		671	671	-	-	-	-	-	-	671	705	740
3.3 - Administration		11	11	-	-	-	-	-	-	11	11	12
3.5 - Marketing & Communication		5	5	-	-	-	-	-	-	5	6	6
3.6 - Thusong Centre		130	130	-	-	-	-	-	-	130	-	-
3.7 - Traffic and Protection Services		16,646	16,646	-	-	-	-	36	36	16,682	17,478	18,352
3.9 - Council Cost		31	31	-	-	-	-	-	-	31	31	-
Vote 4 - Technical Services		629,366	629,366	-	-	-	-	2,222	2,222	631,587	662,982	724,200
4.2 - Electro Technical Services		433,104	433,104	-	-	-	-	-	-	433,104	471,138	522,518
4.3 - Water Storage & Distribution		95,225	95,225	-	-	-	-	265	265	95,490	86,003	90,777
4.4 - Waste Water Management		56,985	56,985	-	-	-	-	117	117	57,102	59,721	62,588
4.5 - Waste Management		41,081	41,081	-	-	-	-	257	257	41,338	43,038	45,088
4.6 - Roads		1,311	1,311	-	-	-	-	(1,196)	(1,196)	116	1,339	1,400
4.7 - Storm Water Management		-	-	-	-	-	-	2,778	2,778	2,778	-	-
4.8 - Town Planning & Building Control		1,660	1,660	-	-	-	-	-	-	1,660	1,742	1,830
Vote 5 - Municipal Manager		1,702	1,702	-	-	-	-	-	-	1,702	1,752	1,805
5.2 - Performance & Project Management		1,000	1,000	-	-	-	-	-	-	1,000	1,000	1,000
5.3 - Property & Legal Services		702	702	-	-	-	-	-	-	702	752	805
Total Revenue by Vote	2	1,000,443	1,000,443	-	-	-	-	9,117	9,117	1,009,560	1,051,621	1,124,495
Expenditure by Vote	1											
Vote 1 - Financial Services		61,135	61,075	-	-	-	-	-	-	61,075	66,151	62,065
1.1 - Director: Finance		2,033	2,033	-	-	-	-	-	-	2,033	2,177	2,330
1.2 - Income		18,980	18,938	-	-	-	-	-	-	18,938	21,418	14,707
1.3 - Financial Administration		17,127	17,134	-	-	-	-	-	-	17,134	17,897	18,825
1.4 - Credit Control		12,593	12,593	-	-	-	-	-	-	12,593	13,561	14,370
1.5 - Supply Chain & Expenditure		10,401	10,376	-	-	-	-	-	-	10,376	11,098	11,833
Vote 2 - Community Services		141,841	141,736	-	-	-	-	(2,761)	(2,761)	138,976	132,313	135,185
2.1 - Director: Community Services		1,564	1,566	-	-	-	-	-	-	1,566	1,675	1,791
2.2 - Cemeteries		4,775	4,773	-	-	-	-	-	-	4,773	4,727	4,990
2.3 - Housing		40,899	40,929	-	-	-	-	(4,108)	(4,108)	36,821	29,103	25,739
2.4 - Libraries		17,487	17,479	-	-	-	-	47	47	17,527	18,567	19,706
2.5 - Resorts & Swimming Pools		15,153	15,047	-	-	-	-	-	-	15,047	16,112	17,129
2.6 - Social Services		6,999	6,622	-	-	-	-	500	500	7,122	5,813	6,025
2.7 - Fire Services & Disaster Management		13,007	13,017	-	-	-	-	-	-	13,017	13,919	14,893
2.8 - Environment & Licensing		5,210	5,066	-	-	-	-	600	600	5,666	3,035	3,215

Vote Description <i>[Insert departmental structure etc]</i>	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
2.9 - Community Halls and Amenities		33,843	34,248	-	-	-	-	200	200	34,448	36,235	38,330
2.10 - Local Economic Development		2,906	2,989	-	-	-	-	-	-	2,989	3,127	3,366
Vote 3 - Corporate Services		124,911	124,003	-	-	-	-	(294)	(294)	123,709	129,821	137,476
3.1 - Director: Corporate Services		2,568	2,568	-	-	-	-	-	-	2,568	2,748	2,938
3.2 - Human Resources		30,941	31,262	-	-	-	-	(325)	(325)	30,937	29,570	31,705
3.3 - Administration		15,891	15,872	-	-	-	-	-	-	15,872	16,719	17,310
3.4 - Information Technology		5,473	5,463	-	-	-	-	-	-	5,463	5,725	5,985
3.5 - Marketing & Communication		5,000	4,985	-	-	-	-	-	-	4,985	5,383	5,782
3.6 - Thusong Centre		926	926	-	-	-	-	-	-	926	860	926
3.7 - Traffic and Protection Services		44,011	42,868	-	-	-	-	31	31	42,899	46,915	49,997
3.8 - Tourism		1,000	1,000	-	-	-	-	-	-	1,000	2,004	2,105
3.9 - Council Cost		19,101	19,058	-	-	-	-	-	-	19,058	19,899	20,728
Vote 4 - Technical Services		649,300	642,173	-	-	-	-	663	663	642,836	689,665	759,214
4.1 - Director: Technical Services		2,772	2,770	-	-	-	-	-	-	2,770	2,962	3,163
4.2 - Electro Technical Services		423,621	423,563	-	-	-	-	-	-	423,563	468,462	529,781
4.3 - Water Storage & Distribution		56,326	55,888	-	-	-	-	43	43	55,932	55,960	58,862
4.4 - Waste Water Management		38,686	37,959	-	-	-	-	102	102	38,061	43,776	44,779
4.5 - Waste Management		76,652	76,281	-	-	-	-	200	200	76,481	64,687	65,819
4.6 - Roads		29,657	23,251	-	-	-	-	317	317	23,569	31,082	32,592
4.7 - Storm Water Management		8,822	9,708	-	-	-	-	-	-	9,708	9,366	9,946
4.8 - Town Planning & Building Control		6,699	6,693	-	-	-	-	-	-	6,693	6,891	7,355
4.9 - Public Toilets		1,842	1,838	-	-	-	-	-	-	1,838	1,967	2,098
4.10 - Mechanical Workshop		4,221	4,221	-	-	-	-	-	-	4,221	4,512	4,819
Vote 5 - Municipal Manager		19,542	19,950	-	-	-	-	1,557	1,557	21,508	20,691	21,904
5.1 - Municipal Manager		4,058	4,456	-	-	-	-	1,557	1,557	6,013	4,319	4,593
5.2 - Performance & Project Management		3,389	3,389	-	-	-	-	-	-	3,389	3,555	3,729
5.3 - Property & Legal Services		3,379	3,379	-	-	-	-	-	-	3,379	3,559	3,747
5.4 - Internal Audit		5,078	5,078	-	-	-	-	-	-	5,078	5,427	5,795
5.5 - IDP		3,639	3,649	-	-	-	-	-	-	3,649	3,832	4,040
Total Expenditure by Vote	2	996,730	988,938	-	-	-	-	(835)	(835)	988,103	1,038,641	1,115,843
Surplus/ (Deficit) for the year	2	3,713	11,505	-	-	-	-	9,952	9,952	21,457	12,980	8,652

WC022 Witzenberg - Table B4 Adjustments Budget Financial Performance (revenue and expenditure) - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands	1	A	A1	B	C	D	E	F	G	H		
Revenue												
Exchange Revenue												
Service charges - Electricity	2	431,223	431,223	-	-	-	-	-	-	431,223	469,206	520,537
Service charges - Water	2	49,359	49,359	-	-	-	-	-	-	49,359	51,677	54,110
Service charges - Waste Water Management	2	50,932	50,932	-	-	-	-	-	-	50,932	53,366	55,915
Service charges - Waste Management	2	33,774	33,774	-	-	-	-	-	-	33,774	35,366	37,032
Sale of Goods and Rendering of Services		5,536	5,536	-	-	-	-	10,683	10,683	16,219	16,720	17,380
Agency services		4,684	4,684	-	-	-	-	-	-	4,684	4,918	5,164
Interest		11	11	-	-	-	-	-	-	11	11	12
Interest earned from Receivables		23,549	23,549	-	-	-	-	-	-	23,549	24,727	25,963
Interest earned from Current and Non Current Assets		22,444	22,444	-	-	-	-	-	-	22,444	23,067	23,720
Rent on Land		27	27	-	-	-	-	-	-	27	29	30
Rental from Fixed Assets		6,015	6,015	-	-	-	-	-	-	6,015	6,447	6,904
Operational Revenue		1,764	1,764	-	-	-	-	-	-	1,764	1,854	1,920
Non-Exchange Revenue												
Property rates		113,495	113,495	-	-	-	-	-	-	113,495	120,979	128,237
Surcharges and Taxes		5,501	5,501	-	-	-	-	4,859	4,859	10,360	8,146	6,964
Fines, penalties and forfeits		11,254	11,254	-	-	-	-	-	-	11,254	11,816	12,407
Licences or permits		2,444	2,444	-	-	-	-	-	-	2,444	2,566	2,694
Transfer and subsidies - Operational		196,213	196,213	-	-	-	-	(14,316)	(14,316)	181,896	182,433	190,947
Interest		3,566	3,566	-	-	-	-	-	-	3,566	3,744	3,932
Operational Revenue		3,095	3,095	-	-	-	-	-	-	3,095	3,282	3,505
Gains on disposal of Assets		-	-	-	-	-	-	6,121	6,121	6,121	-	-
Total Revenue (excluding capital transfers and		964,887	964,887	-	-	-	-	7,346	7,346	972,233	1,020,355	1,097,373
Expenditure By Type												
Employee related costs		277,558	279,445	-	-	-	-	-	-	279,445	295,259	316,287
Remuneration of councillors		12,311	12,311	-	-	-	-	-	-	12,311	12,804	13,316
Bulk purchases - electricity		375,258	375,258	-	-	-	-	-	-	375,258	422,916	476,626
Inventory consumed		25,929	24,823	-	-	-	-	647	647	25,471	25,676	27,061
Debt impairment		62,758	62,758	-	-	-	-	-	-	62,758	62,605	59,716
Depreciation and amortisation		54,219	54,219	-	-	-	-	-	-	54,219	40,273	40,323
Interest		10,233	10,233	-	-	-	-	-	-	10,233	10,255	10,277
Contracted services		75,234	66,790	-	-	-	-	1,342	1,342	68,132	75,822	79,030
Transfers and subsidies		37,116	37,126	-	-	-	-	(2,765)	(2,765)	34,361	24,682	20,976
Irrecoverable debts written off		2,131	2,131	-	-	-	-	-	-	2,131	2,229	2,329
Operational costs		60,487	60,347	-	-	-	-	(59)	(59)	60,288	65,486	69,235
Other Losses		3,497	3,497	-	-	-	-	-	-	3,497	635	667
Total Expenditure		996,730	988,938	-	-	-	-	(835)	(835)	988,103	1,038,641	1,115,843
Surplus/(Deficit)		(31,844)	(24,051)	-	-	-	-	8,181	8,181	(15,870)	(18,286)	(18,470)
Transfers and subsidies - capital (monetary allocations)		35,557	35,557	-	-	-	-	1,771	1,771	37,328	31,266	27,122
Surplus/(Deficit) after capital transfers & contributions		3,713	11,505	-	-	-	-	9,952	9,952	21,457	12,980	8,652
Surplus/(Deficit) after income tax		3,713	11,505	-	-	-	-	9,952	9,952	21,457	12,980	8,652
Surplus/(Deficit) attributable to municipality		3,713	11,505	-	-	-	-	9,952	9,952	21,457	12,980	8,652
Surplus/ (Deficit) for the year		3,713	11,505	-	-	-	-	9,952	9,952	21,457	12,980	8,652

WC022 Witzenberg - Table B5 Adjustments Capital Expenditure Budget by vote and funding - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year	Budget Year
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H	+1 2025/26	+2 2026/27
R thousands												
Capital expenditure - Vote												
Multi-year expenditure to be adjusted	2											
Vote 1 - Financial Services		100	200	-	-	-	-	-	-	200	-	-
Vote 2 - Community Services		350	350	-	-	-	-	500	500	850	9,909	-
Vote 4 - Technical Services		18,937	19,358	-	-	-	-	4,028	4,028	23,386	16,370	5,300
Vote 5 - Municipal Manager		66	66	-	-	-	-	(10)	(10)	56	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total	3	19,453	19,975	-	-	-	-	4,518	4,518	24,493	26,279	5,300
Single-year expenditure to be adjusted	2											
Vote 1 - Financial Services		30	30	-	-	-	-	-	-	30	30	30
Vote 2 - Community Services		1,780	1,791	-	-	-	-	-	-	1,791	1,330	17,621
Vote 3 - Corporate Services		760	1,169	-	-	-	-	2,720	2,720	3,889	1,260	615
Vote 4 - Technical Services		63,311	70,115	-	-	-	-	(15,516)	(15,516)	54,598	33,084	10,327
Vote 5 - Municipal Manager		30	30	-	-	-	-	-	-	30	30	30
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-	-
Capital single-year expenditure sub-total		65,911	73,135	-	-	-	-	(12,796)	(12,796)	60,339	35,734	28,623
Total Capital Expenditure - Vote		85,365	93,110	-	-	-	-	(8,278)	(8,278)	84,832	62,013	33,923
Capital Expenditure - Functional												
Governance and administration		2,196	3,746	-	-	-	-	3,510	3,510	7,256	2,680	2,785
Executive and council		216	283	-	-	-	-	(10)	(10)	273	650	150
Finance and administration		1,980	3,463	-	-	-	-	3,520	3,520	6,983	2,030	2,635
Community and public safety		2,300	2,311	-	-	-	-	500	500	2,811	11,509	17,591
Community and social services		1,100	1,100	-	-	-	-	-	-	1,100	-	-
Sport and recreation		650	661	-	-	-	-	500	500	1,161	10,709	17,591
Public safety		550	550	-	-	-	-	-	-	550	800	-
Economic and environmental services		7,367	11,891	-	-	-	-	(1,345)	(1,345)	10,546	18,287	14,495
Planning and development		200	200	-	-	-	-	-	-	200	-	-
Road transport		7,167	11,691	-	-	-	-	(1,345)	(1,345)	10,346	18,287	14,495
Trading services		73,501	75,162	-	-	-	-	(10,856)	(10,856)	64,306	41,995	8,240
Energy sources		31,352	31,359	-	-	-	-	(14,850)	(14,850)	16,509	25,142	6,018
Water management		25,606	25,860	-	-	-	-	193	193	26,053	12,193	1,507
Waste water management		16,343	17,256	-	-	-	-	3,478	3,478	20,734	4,560	614
Waste management		200	687	-	-	-	-	323	323	1,011	100	100
Total Capital Expenditure - Functional	3	85,365	93,110	-	-	-	-	(8,191)	(8,191)	84,919	74,471	43,112
Funded by:												
National Government		37,504	37,504	-	-	-	-	2,748	2,748	40,252	27,277	24,098
Provincial Government		1,941	1,941	-	-	-	-	(1,109)	(1,109)	832	7,469	1,229
District Municipality		435	435	-	-	-	-	-	-	435	-	-
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-	300	-
Transfers recognised - capital	4	39,880	39,880	-	-	-	-	1,639	1,639	41,519	35,047	25,327
Borrowing		25,000	25,000	-	-	-	-	(15,000)	(15,000)	10,000	15,000	-
Internally generated funds		20,485	28,230	-	-	-	-	5,170	5,170	33,400	24,424	17,785
Total Capital Funding		85,365	93,110	-	-	-	-	(8,191)	(8,191)	84,919	74,471	43,112

WC022 Witzenberg - Table B5 Adjustments Capital Expenditure Budget by vote and funding - B - 26/02/2025

Vote Description	Ref	Budget Year 2024/25									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
R thousands												
Capital expenditure - Municipal Vote	2											
Multi-year expenditure appropriation												
Vote 1 - Financial Services		100	200	-	-	-	-	-	-	200	-	-
1.1 - Director: Finance		100	200	-	-	-	-	-	-	200	-	-
Vote 2 - Community Services		350	350	-	-	-	-	500	500	850	9,909	-
2.7 - Fire Services & Disaster Management		350	350	-	-	-	-	-	-	350	150	-
2.9 - Community Halls and Amenities		-	-	-	-	-	-	500	500	500	9,759	-
Vote 4 - Technical Services		18,937	19,358	-	-	-	-	4,028	4,028	23,386	16,370	5,300
4.2 - Electro Technical Services		5,593	5,600	-	-	-	-	150	150	5,750	9,318	5,300
4.3 - Water Storage & Distribution		200	200	-	-	-	-	300	300	500	7,052	-
4.4 - Waste Water Management		13,043	13,205	-	-	-	-	700	700	13,905	-	-
4.5 - Waste Management		100	353	-	-	-	-	100	100	453	-	-
4.7 - Storm Water Management		-	-	-	-	-	-	2,778	2,778	2,778	-	-
Vote 5 - Municipal Manager		66	66	-	-	-	-	(10)	(10)	56	-	-
5.2 - Performance & Project Management	66	66	-	-	-	-	(10)	(10)	56	-	-	
Capital multi-year expenditure sub-total		19,453	19,975	-	-	-	-	4,518	4,518	24,493	26,279	5,300
Capital expenditure - Municipal Vote	2											
Single-year expenditure appropriation												
Vote 1 - Financial Services		30	30	-	-	-	-	-	-	30	30	30
1.1 - Director: Finance		30	30	-	-	-	-	-	-	30	30	30
Vote 2 - Community Services		1,780	1,791	-	-	-	-	-	-	1,791	1,330	17,621
2.1 - Director: Community Services		30	30	-	-	-	-	-	-	30	30	30
2.2 - Cemeteries		100	100	-	-	-	-	-	-	100	-	-
2.4 - Libraries		1,000	1,000	-	-	-	-	-	-	1,000	30	-
2.5 - Resorts & Swimming Pools		450	450	-	-	-	-	-	-	450	-	-
2.7 - Fire Services & Disaster Management		-	-	-	-	-	-	-	-	-	350	-
2.9 - Community Halls and Amenities		200	211	-	-	-	-	-	-	211	920	17,591
Vote 3 - Corporate Services		760	1,169	-	-	-	-	2,720	2,720	3,889	1,260	615
3.1 - Director: Corporate Services		30	96	-	-	-	-	-	-	96	30	30
3.2 - Human Resources		80	363	-	-	-	-	-	-	363	-	-
3.3 - Administration		-	-	-	-	-	-	2,720	2,720	2,720	-	-
3.4 - Information Technology		350	410	-	-	-	-	-	-	410	300	300
3.5 - Marketing & Communication		100	100	-	-	-	-	-	-	100	130	285
3.7 - Traffic and Protection Services		200	200	-	-	-	-	-	-	200	300	-
3.9 - Council Cost		-	-	-	-	-	-	-	-	-	500	-
Vote 4 - Technical Services		63,311	70,115	-	-	-	-	(15,516)	(15,516)	54,598	33,084	10,327
4.1 - Director: Technical Services		30	30	-	-	-	-	-	-	30	30	30
4.2 - Electro Technical Services		25,759	25,759	-	-	-	-	(15,000)	(15,000)	10,759	15,824	718
4.3 - Water Storage & Distribution		25,406	25,660	-	-	-	-	(107)	(107)	25,553	5,141	1,507
4.4 - Waste Water Management		2,850	3,600	-	-	-	-	-	-	3,600	2,780	307
4.5 - Waste Management		100	334	-	-	-	-	223	223	558	100	100
4.6 - Roads		7,167	11,691	-	-	-	-	(1,432)	(1,432)	10,259	5,830	5,307
4.7 - Storm Water Management		450	450	-	-	-	-	-	-	450	1,780	307
4.8 - Town Planning & Building Control		200	200	-	-	-	-	-	-	200	-	-
4.10 - Mechanical Workshop		1,350	2,390	-	-	-	-	800	800	3,190	1,600	2,050
Vote 5 - Municipal Manager		30	30	-	-	-	-	-	-	30	30	30
5.1 - Municipal Manager		30	30	-	-	-	-	-	-	30	30	30
Capital single-year expenditure sub-total			65,911	73,135	-	-	-	(12,796)	(12,796)	60,339	35,734	28,623
Total Capital Expenditure			85,365	93,110	-	-	-	(8,278)	(8,278)	84,832	62,013	33,923

WC022 Witzenberg - Table B6 Adjustments Budget Financial Position - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H	
R thousands											
ASSETS											
Current assets											
Cash and cash equivalents		227,306	219,561	–	–	–	–	(8,920)	(8,920)	210,641	188,836
Trade and other receivables from exchange transaction	1	68,636	68,636	–	–	–	–	57,688	57,688	126,324	120,262
Receivables from non-exchange transactions	1	49,234	49,234	–	–	–	–	(9,146)	(9,146)	40,088	50,636
Inventory		9,181	10,088	–	–	–	–	18,322	18,322	28,410	30,334
VAT		6,836	6,836	–	–	–	–	(1,534)	(1,534)	5,302	5,861
Other current assets		1,709	1,709	–	–	–	–	(470)	(470)	1,239	1,239
Total current assets		362,903	356,065	–	–	–	–	55,940	55,940	412,005	397,168
Non current assets											
Investment property		40,610	40,610	–	–	–	–	(1,811)	(1,811)	38,799	38,057
Property, plant and equipment		1,094,459	1,101,921	–	–	–	–	34,510	34,510	1,136,431	1,171,499
Heritage assets		550	550	–	–	–	–	–	–	550	550
Intangible assets		2,529	2,812	–	–	–	–	(1,319)	(1,319)	1,493	1,365
Other non-current assets		–	–	–	–	–	–	–	–	–	–
Total non current assets		1,138,148	1,145,893	–	–	–	–	31,379	31,379	1,177,272	1,211,470
TOTAL ASSETS		1,501,051	1,501,958	–	–	–	–	87,319	87,319	1,589,277	1,608,639
LIABILITIES											
Current liabilities											
Financial liabilities		(3,330)	(3,330)	–	–	–	–	(118)	(118)	(3,447)	(7,445)
Consumer deposits		12,158	12,158	–	–	–	–	(2,419)	(2,419)	9,739	9,739
Trade and other payables from exchange transactions		110,941	104,026	–	–	–	–	(22,297)	(22,297)	81,729	73,537
Trade and other payables from non-exchange transactions		3,129	3,129	–	–	–	–	6,644	6,644	9,773	13,568
Provisions		45,567	45,567	–	–	–	–	(8,730)	(8,730)	36,837	39,954
VAT		18,269	18,269	–	–	–	–	(23,100)	(23,100)	(4,831)	(16,014)
Total current liabilities		186,734	179,819	–	–	–	–	(50,019)	(50,019)	129,799	113,338
Non current liabilities											
Financial Liabilities	1	25,645	25,655	–	–	–	–	1,884	1,884	27,539	29,421
Provisions	1	155,712	155,712	–	–	–	–	(7,866)	(7,866)	147,846	168,808
Other non-current liabilities		78,001	78,001	–	–	–	–	(7,847)	(7,847)	70,154	81,353
Total non current liabilities		259,358	259,368	–	–	–	–	(13,829)	(13,829)	245,539	279,582
TOTAL LIABILITIES		446,092	439,187	–	–	–	–	(63,848)	(63,848)	375,339	392,920
NET ASSETS	2	1,054,958	1,062,771	–	–	–	–	151,167	151,167	1,213,938	1,215,719
COMMUNITY WEALTH/EQUITY											
Accumulated Surplus/(Deficit)		1,120,420	1,128,212	–	–	–	–	144,693	144,693	1,272,905	1,285,905
Funds and Reserves		12,540	12,540	–	–	–	–	(1,373)	(1,373)	11,166	11,166
TOTAL COMMUNITY WEALTH/EQUITY		1,132,959	1,140,751	–	–	–	–	143,320	143,320	1,284,072	1,297,072

WC022 Witzenberg - Table B7 Adjustments Budget Cash Flows - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted 3	Accum. Funds 4	Multi-year capital 5	Unfore. Unavoid. 6	Nat. or Prov. Govt 7	Other Adjusts. 8	Total Adjusts. 9	Adjusted Budget 10	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
CASH FLOW FROM OPERATING ACTIVITIES												
Receipts												
Property rates		103,281	103,281	–	–	–	–	–	–	103,281	108,881	115,270
Service charges		602,900	602,900	–	–	–	–	–	–	602,900	656,921	719,299
Other revenue		17,029	17,029	–	–	–	–	–	–	17,029	17,880	18,774
Transfers and Subsidies - Operational	1	194,392	194,392	–	–	–	–	2,473	2,473	196,865	196,992	205,715
Transfers and Subsidies - Capital	1	46,362	46,362	–	–	–	–	10,756	10,756	57,118	39,556	30,727
Interest		49,570	49,570	–	–	–	–	–	–	49,570	51,549	53,626
Dividends		–	–	–	–	–	–	–	–	–	–	–
Payments												
Suppliers and employees		(939,422)	(939,422)	–	–	–	–	–	–	(939,422)	(1,015,077)	(1,104,164)
Finance charges		–	–	–	–	–	–	–	–	–	–	–
Transfers and Grants	1	–	–	–	–	–	–	–	–	–	–	–
NET CASH FROM/(USED) OPERATING ACTIVITIES		74,112	74,112	–	–	–	–	13,229	13,229	87,341	56,702	39,247
CASH FLOWS FROM INVESTING ACTIVITIES												
Receipts												
Proceeds on disposal of PPE		–	–	–	–	–	–	–	–	–	–	–
Decrease (Increase) in non-current debtors		–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–	–	–	–	–
Payments												
Capital assets		(85,365)	(93,110)	–	–	–	–	8,201	8,201	(84,909)	(74,471)	(43,112)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(85,365)	(93,110)	–	–	–	–	8,201	8,201	(84,909)	(74,471)	(43,112)
CASH FLOWS FROM FINANCING ACTIVITIES												
Receipts												
Short term loans		–	–	–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing		25,000	25,000	–	–	–	–	–	–	25,000	–	–
Increase (decrease) in consumer deposits		–	–	–	–	–	–	–	–	–	–	–
Payments												
Repayment of borrowing		(4,012)	(4,012)	–	–	–	–	–	–	(4,012)	(4,012)	(4,012)
NET CASH FROM/(USED) FINANCING ACTIVITIES		20,988	20,988	–	–	–	–	–	–	20,988	(4,012)	(4,012)
NET INCREASE/ (DECREASE) IN CASH HELD		9,736	1,991	–	–	–	–	21,430	21,430	23,420	(21,780)	(7,876)
Cash/cash equivalents at the year begin:	2	217,594	217,594	–	–	–	–	(30,350)	(30,350)	187,245	210,641	(21,805)
Cash/cash equivalents at the year end:	2	227,330	219,585	–	–	–	–	(8,920)	(8,920)	210,665	188,861	(29,682)

WC022 Witzenberg - Table B8 Cash backed reserves/accumulated surplus reconciliation - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted 3	Accum. Funds 4	Multi-year capital 5	Unfore. Unavoid. 6	Nat. or Prov. Govt 7	Other Adjusts. 8	Total Adjusts. 9	Adjusted Budget 10	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
Cash and investments available												
Cash/cash equivalents at the year end	1	227,330	219,585	–	–	–	–	(8,920)	(8,920)	210,665	188,861	(29,682)
Other current investments > 90 days		(24)	(24)	–	–	–	–	–	–	(24)	(25)	(26)
Cash and investments available:		227,306	219,561	–	–	–	–	(8,920)	(8,920)	210,641	188,836	(29,708)
Applications of cash and investments												
Unspent conditional transfers		6,316	6,316	–	–	–	–	4,503	4,503	10,819	14,614	3,927
Statutory requirements		11,359	11,359	–	–	–	–	(21,565)	(21,565)	(10,207)	(21,949)	(22,204)
Other working capital requirements	2	(8,607)	(15,522)	–	–	–	–	(67,930)	(67,930)	(83,452)	(98,191)	(37,643)
Other provisions		45,567	45,567	–	–	–	–	(8,730)	(8,730)	36,837	39,954	6,464
Reserves to be backed by cash/investments		12,540	12,540	–	–	–	–	(1,373)	(1,373)	11,166	11,166	–
Total Application of cash and investments:		67,174	60,259	–	–	–	–	(95,095)	(95,095)	(34,836)	(54,406)	(49,456)
Surplus(shortfall)		160,132	159,302	–	–	–	–	86,175	86,175	245,478	243,242	19,749
Other working capital requirements												
Debtors		119,548	119,548							165,181	171,727	17,627
Creditors due		110,941	104,026							81,729	73,537	(20,016)
Total Other working capital requirements		8,607	15,522							83,452	98,191	37,643
Debtors collection assumptions:												
Balance outstanding - debtors		117,870	117,870							166,413	170,898	17,473
Estimate of debtors collection rate		101.42%	101.42%							99.26%	100.49%	100.88%
Long term investments committed												
Balance (Insert description; eg sinking fund)												
Reserves to be backed by cash/investments												
Capital replacement		12,540	12,540							11,166	11,166	–
Total Reserves to be backed by cash/investments		12,540	12,540							11,166	11,166	–

WC022 Witzenberg - Table B9 Asset Management - 26/02/2025

Description	Ref	Budget Year 2024/25										Budget Year	Budget Year
		Original	Prior Adjusted	Accum.	Multi-year	Unfore.	Nat. or Prov.	Other Adjusts.	Total Adjusts.	Adjusted	Adjusted	Adjusted	
		Budget	7	8	capital	Unavoid.	Govt	12	13	Budget	Budget	Budget	
R thousands													
CAPITAL EXPENDITURE													
Total New Assets to be adjusted	1	26,794	28,908	-	-	-	-	3,501	3,501	32,409	19,175	22,423	
Roads Infrastructure		1,532	1,532	-	-	-	-	(1,332)	(1,332)	200	1,830	307	
Storm water Infrastructure		-	-	-	-	-	-	-	-	-	1,780	307	
Electrical Infrastructure		-	-	-	-	-	-	-	-	-	574	518	
Water Supply Infrastructure		21,265	21,265	-	-	-	-	523	523	21,789	8,832	307	
Sanitation Infrastructure		-	162	-	-	-	-	700	700	862	1,780	307	
Solid Waste Infrastructure		100	554	-	-	-	-	-	-	554	-	-	
Infrastructure		22,898	23,513	-	-	-	-	(109)	(109)	23,405	14,795	1,747	
Community Facilities		1,000	1,000	-	-	-	-	-	-	1,000	200	-	
Sport and Recreation Facilities		-	-	-	-	-	-	-	-	-	230	17,391	
Community Assets		1,000	1,000	-	-	-	-	-	-	1,000	430	17,391	
Operational Buildings		-	-	-	-	-	-	2,720	2,720	2,720	-	-	
Other Assets	6	-	-	-	-	-	-	2,720	2,720	2,720	-	-	
Licences and Rights		80	363	-	-	-	-	-	-	363	-	-	
Intangible Assets		80	363	-	-	-	-	-	-	363	-	-	
Computer Equipment		350	410	-	-	-	-	-	-	410	330	335	
Furniture and Office Equipment		516	583	-	-	-	-	(10)	(10)	573	750	400	
Machinery and Equipment		950	999	-	-	-	-	100	1,099	1,099	1,220	550	
Transport Assets		1,000	2,040	-	-	-	-	800	800	2,840	1,650	2,000	
Living Resources		-	-	-	-	-	-	-	-	-	-	-	
Total Renewal of Existing Assets to be adjusted	2	8,950	14,154	-	-	-	-	2,778	2,778	16,933	7,000	7,000	
Roads Infrastructure		5,000	9,454	-	-	-	-	-	-	9,454	4,000	5,000	
Storm water Infrastructure		-	-	-	-	-	-	2,778	2,778	2,778	-	-	
Electrical Infrastructure		500	500	-	-	-	-	-	-	500	1,000	1,000	
Water Supply Infrastructure		750	750	-	-	-	-	-	-	750	1,000	1,000	
Sanitation Infrastructure		2,250	3,000	-	-	-	-	-	-	3,000	1,000	-	
Infrastructure		8,500	13,704	-	-	-	-	2,778	2,778	16,483	7,000	7,000	
Sport and Recreation Facilities		450	450	-	-	-	-	-	-	450	-	-	
Community Assets		450	450	-	-	-	-	-	-	450	-	-	
Living Resources		-	-	-	-	-	-	-	-	-	-	-	
Total Upgrading of Existing Assets to be adjusted	2a	49,621	50,047	-	-	-	-	(14,470)	(14,470)	35,577	48,295	13,688	
Roads Infrastructure		585	585	-	-	-	-	(13)	(13)	572	12,457	9,188	
Storm water Infrastructure		450	450	-	-	-	-	-	-	450	-	-	
Electrical Infrastructure		30,702	30,709	-	-	-	-	(14,850)	(14,850)	15,859	23,318	4,300	
Water Supply Infrastructure		3,340	3,340	-	-	-	-	(107)	(107)	3,233	2,361	200	
Sanitation Infrastructure		13,643	13,643	-	-	-	-	-	-	13,643	-	-	
Infrastructure		48,721	48,727	-	-	-	-	(14,970)	(14,970)	33,757	38,136	13,688	
Community Facilities		100	100	-	-	-	-	-	-	100	-	-	
Sport and Recreation Facilities		-	-	-	-	-	-	500	500	500	9,559	-	
Community Assets		100	100	-	-	-	-	500	500	600	9,559	-	
Operational Buildings		600	1,020	-	-	-	-	-	-	1,020	600	-	
Other Assets	6	600	1,020	-	-	-	-	-	-	1,020	600	-	
Licences and Rights		200	200	-	-	-	-	-	-	200	-	-	
Intangible Assets		200	200	-	-	-	-	-	-	200	-	-	
Total Capital Expenditure to be adjusted	4	7,117	11,571	-	-	-	-	(1,345)	(1,345)	10,226	18,287	14,495	
Roads Infrastructure		450	450	-	-	-	-	2,778	2,778	3,228	1,780	307	
Storm water Infrastructure		31,202	31,209	-	-	-	-	(14,850)	(14,850)	16,359	24,892	5,818	
Electrical Infrastructure		25,356	25,356	-	-	-	-	416	416	25,772	12,193	1,507	
Water Supply Infrastructure		15,893	16,806	-	-	-	-	700	700	17,506	2,780	307	
Sanitation Infrastructure		100	554	-	-	-	-	-	-	554	-	-	
Solid Waste Infrastructure		80,118	85,945	-	-	-	-	(12,301)	(12,301)	73,644	59,932	22,435	
Infrastructure		1,100	1,100	-	-	-	-	-	-	1,100	200	-	
Community Facilities		450	450	-	-	-	-	500	500	950	9,789	17,391	
Sport and Recreation Facilities		1,550	1,550	-	-	-	-	500	500	2,050	9,989	17,391	
Community Assets		600	1,020	-	-	-	-	2,720	2,720	3,740	600	-	
Operational Buildings		600	1,020	-	-	-	-	2,720	2,720	3,740	600	-	
Other Assets		280	563	-	-	-	-	-	-	563	-	-	
Licences and Rights		280	563	-	-	-	-	-	-	563	-	-	
Intangible Assets		350	410	-	-	-	-	-	-	410	330	335	
Computer Equipment		516	583	-	-	-	-	(10)	(10)	573	750	400	
Furniture and Office Equipment		950	999	-	-	-	-	100	1,099	1,099	1,220	550	
Machinery and Equipment		1,000	2,040	-	-	-	-	800	800	2,840	1,650	2,000	
Transport Assets		-	-	-	-	-	-	-	-	-	-	-	
Living Resources		-	-	-	-	-	-	-	-	-	-	-	
TOTAL CAPITAL EXPENDITURE to be adjusted	4	85,365	93,110	-	-	-	-	(8,191)	(8,191)	84,919	74,471	43,112	
ASSET REGISTER SUMMARY - PPE (WDV)													
Roads Infrastructure	5	358,653	363,177	-	-	-	-	(172)	(172)	363,004	376,534	23,267	
Storm water Infrastructure		92,376	92,376	-	-	-	-	(19,889)	(19,889)	72,487	72,175	(2,095)	
Electrical Infrastructure		(6,614)	(6,608)	-	-	-	-	(15,552)	(15,552)	(22,160)	(2,680)	19,987	
Water Supply Infrastructure		211,850	211,850	-	-	-	-	(1,450)	(1,450)	210,400	217,158	2,831	
Sanitation Infrastructure		127,068	127,981	-	-	-	-	2,100	2,100	130,080	127,301	(8,030)	
Solid Waste Infrastructure		(9,987)	(9,500)	-	-	-	-	30,016	30,016	20,516	18,876	(3,280)	
Information and Communication Infrastructure		9,991	9,991	-	-	-	-	(143)	(143)	9,848	9,848	-	
Infrastructure		783,337	789,267	-	-	-	-	(5,092)	(5,092)	784,175	819,213	32,680	
Community Assets		72,479	72,479	-	-	-	-	8,044	8,044	80,523	86,985	20,327	
Heritage Assets		550	550	-	-	-	-	-	-	550	550	-	
Investment properties		40,610	40,610	-	-	-	-	(4,190)	(4,190)	36,419	38,057	(1,484)	
Other Assets		133,346	133,766	-	-	-	-	27,062	27,062	160,827	154,506	(13,242)	
Intangible Assets		2,529	2,812	-	-	-	-	(1,319)	(1,319)	1,493	1,365	(256)	
Computer Equipment		(2,250)	(2,190)	-	-	-	-	2,297	2,297	107	(1,936)	(4,080)	
Furniture and Office Equipment		2,392	2,458	-	-	-	-	(301)	(301)	2,157	1,323	(2,069)	
Machinery and Equipment		17,741	17,686	-	-	-	-	1,129	1,129	18,815	19,930	1,460	
Transport Assets		15,846	16,886	-	-	-	-	(1,072)	(1,072)	15,814	17,464	3,650	
Land		71,568	71,568	-	-	-	-	2,444	2,444	74,012	74,012	-	
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	1,138,148	1,145,893	-	-	-	-	29,000	29,000	1,174,893	1,211,470	36,987	
EXPENDITURE OTHER ITEMS													
Depreciation & asset impairment	3	54,219	54,219	-	-	-	-	-	-	54,219	40,273	40,323	
Repairs and Maintenance by asset class		31,384	22,631	-	-	-	-	363	363	22,993	32,886	34,438	
Roads Infrastructure		13,159	6,765	-	-	-	-	217	217	6,982	13,764	14,397	
Storm water Infrastructure		1,535	194	-	-	-	-	43	43	238	1,673	1,823	
Electrical Infrastructure		2,358	2,276	-	-	-	-	-	-	2,276	2,467	2,580	
Water Supply Infrastructure		2,860	2,720	-	-	-	-	-	-	2,720	2,766	2,893	
Sanitation Infrastructure		5,551	4,505	-	-	-	-	102	102	4,607	6,138	6,421	
Infrastructure		25,463	16,460	-	-	-	-	363	363	16,823	26,807	28,115	
Community Facilities		680	714	-	-	-	-	-	-	714	603	611	
Sport and Recreation Facilities		423	297	-	-	-	-	-	-	297	439	457	
Community Assets		1,103	1,011	-	-	-	-	-	-	1,011	1,043	1,068	
Operational Buildings		559	531	-	-	-	-	-	-	531	577	595	
Housing		262	262	-	-	-	-	-	-	262	274	287	
Other Assets		821	793	-	-	-	-	-	-	793	851	882	
Computer Equipment		182	172	-	-	-	-	-	-	172	191	199	
Furniture and Office Equipment		61	35	-	-	-	-	-	-	35	64	67	
Machinery and Equipment		314	314	-	-	-	-	-	-	314	329	344	
Transport Assets		3,439	3,845	-	-	-	-	-	-	3,845	3,602	3,763	
TOTAL EXPENDITURE OTHER ITEMS to be adjusted		85,603	76,849	-	-	-	-	363	363	77,212	73,158	74,762	

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget A	Prior Adjusted 7 A1	Accum. Funds 8 B	Multi-year capital 9 C	Unfore. Unavoid. 10 D	Nat. or Prov. Govt 11 E	Other Adjusts. 12 F	Total Adjusts. 13 G	Adjusted Budget 14 H	Adjusted Budget	Adjusted Budget
R thousands												
Renewal and upgrading of Existing Assets as % of total capex		68.6%	69.0%							61.8%	74.3%	48.0%
Renewal and upgrading of Existing Assets as % of deprecn"		108.0%	118.4%							96.8%	137.3%	51.3%
R&M as a % of PPE		2.8%	2.0%							2.0%	2.7%	93.1%
Renewal and upgrading and R&M as a % of PPE		7.9%	7.6%							6.4%	7.3%	149.0%

WC022 Witzenberg - Table B10 Basic service delivery measurement - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
Household service targets	1											
Water:												
Total number of households	5	-	-	-	-	-	-	-	-	-	-	-
Sanitation/sewerage:												
Total number of households	5	-	-	-	-	-	-	-	-	-	-	-
Energy:												
Total number of households	5	-	-	-	-	-	-	-	-	-	-	-
Refuse:												
Total number of households	5	-	-	-	-	-	-	-	-	-	-	-
Households receiving Free Basic Service	15											
Water (6 kilolitres per household per month)		3,938,664	3,938,664	-	-	-	-	-	-	3,938,664	3,993,106	4,050,814
Cost of Free Basic Services provided (R'000)	16											
Water (6 kilolitres per indigent household per month)		3,939	3,939	-	-	-	-	-	-	3,939	3,993	4,051
Total cost of FBS provided		3,939	3,939	-	-	-	-	-	-	3,939	3,993	4,051
Highest level of free service provided												
Revenue cost of free services provided (R'000)	17											
Property rates exemptions, reductions and rebates and impermissible values		16,860	16,860	-	-	-	-	-	-	16,860	17,198	18,229
Sanitation (in excess of free sanitation service to indigent households)		11,297	11,297	-	-	-	-	-	-	11,297	11,975	12,693
Electricity/other energy (in excess of 50 kwh per indigent household per month)		4,793	4,793	-	-	-	-	-	-	4,793	5,402	6,088
Refuse (in excess of one removal a week for indigent households)		9,661	9,661	-	-	-	-	-	-	9,661	10,241	10,855
Total revenue cost of subsidised services provided		42,611	42,611	-	-	-	-	-	-	42,611	44,815	47,866

WC022 Witzenberg - Supporting Table SB1 Supporting detail to 'Budgeted Financial Performance' - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted 6 A1	Accum. Funds 7 B	Multi-year capital 8 C	Unfore. Unavoid. 9 D	Nat. or Prov. Govt 10 E	Other Adjusts. 11 F	Total Adjusts. 12 G	Adjusted Budget 13 H	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
REVENUE ITEMS:												
Non-exchange revenue by source:												
Property rates												
Total Property Rates		130,355	130,355	–	–	–	–	–	–	130,355	138,176	146,467
less Revenue Foregone (exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA)		16,860	16,860	–	–	–	–	–	–	16,860	17,198	18,229
Net Property Rates		113,495	113,495	–	–	–	–	–	–	113,495	120,979	128,237
Exchange revenue service charges												
Service charges - Electricity												
Total Service charges - Electricity		436,016	436,016	–	–	–	–	–	–	436,016	474,608	526,625
less Revenue Foregone (in excess of 50 kwh per indigent household per month)		4,793	4,793	–	–	–	–	–	–	4,793	5,402	6,088
Net Service charges - Electricity		431,223	431,223	–	–	–	–	–	–	431,223	469,206	520,537
Service charges - Water												
Total Service charges - Water		53,298	53,298	–	–	–	–	–	–	53,298	55,670	58,161
less Cost of Free Basic Services (6 kilolitres per indigent household per month)		3,939	3,939	–	–	–	–	–	–	3,939	3,993	4,051
Net Service charges - Water		49,359	49,359	–	–	–	–	–	–	49,359	51,677	54,110
Service charges - Waste Water Management												
Total Service charges - Waste Water Management		62,229	62,229	–	–	–	–	–	–	62,229	65,341	68,608
less Revenue Foregone (in excess of free sanitation service to indigent households)		11,297	11,297	–	–	–	–	–	–	11,297	11,975	12,693
Net Service charges - Waste Water Management		50,932	50,932	–	–	–	–	–	–	50,932	53,366	55,915
Service charges - Waste Management												
Total refuse removal revenue		42,504	42,504	–	–	–	–	–	–	42,504	44,629	46,860
Total landfill revenue		931	931	–	–	–	–	–	–	931	978	1,027
less Revenue Foregone (in excess of one removal a week to indigent households)		9,661	9,661	–	–	–	–	–	–	9,661	10,241	10,855
Net Service charges - Waste Management		33,774	33,774	–	–	–	–	–	–	33,774	35,366	37,032
EXPENDITURE ITEMS												
Employee related costs												
Basic Salaries and Wages		162,295	164,115	–	–	–	–	–	–	164,115	171,638	183,781
Pension and UIF Contributions		26,956	27,007	–	–	–	–	–	–	27,007	28,847	30,867
Medical Aid Contributions		11,102	11,102	–	–	–	–	–	–	11,102	11,890	12,723
Overtime		21,007	21,011	–	–	–	–	–	–	21,011	22,504	24,085
Performance Bonus		13,401	13,401	–	–	–	–	–	–	13,401	14,354	15,360
Motor Vehicle Allowance		8,866	8,866	–	–	–	–	–	–	8,866	9,498	10,167
Cellphone Allowance		1,350	1,350	–	–	–	–	–	–	1,350	1,447	1,548
Housing Allowances		1,484	1,484	–	–	–	–	–	–	1,484	1,590	1,701
Other benefits and allowances		12,577	12,589	–	–	–	–	–	–	12,589	13,470	14,413
Payments in lieu of leave		3,754	3,754	–	–	–	–	–	–	3,754	4,092	4,461
Long service awards		2,298	2,298	–	–	–	–	–	–	2,298	2,482	2,680
Post-retirement benefit obligations		10,370	10,370	–	–	–	–	–	–	10,370	11,200	12,096
Acting and post related allowance		2,098	2,098	–	–	–	–	–	–	2,098	2,247	2,405
Total Employee related costs		277,558	279,445	–	–	–	–	–	–	279,445	295,259	316,287
Depreciation & asset impairment												
Depreciation of Property, Plant & Equipment		54,091	54,091	–	–	–	–	–	–	54,091	40,145	40,195
Lease amortisation		128	128	–	–	–	–	–	–	128	128	128
Total Depreciation & asset impairment		54,219	54,219	–	–	–	–	–	–	54,219	40,273	40,323
Bulk purchases												
Electricity Bulk Purchases		375,258	375,258	–	–	–	–	–	–	375,258	422,916	476,626
Total bulk purchases		375,258	375,258	–	–	–	–	–	–	375,258	422,916	476,626
Transfers and grants												
Cash transfers and grants		37,116	37,126	–	–	–	–	(2,765)	(2,765)	34,361	24,682	20,976
Total transfers and grants		37,116	37,126	–	–	–	–	(2,765)	(2,765)	34,361	24,682	20,976
Contracted services												
Outsourced Services		39,552	38,055	–	–	–	–	900	900	38,955	40,772	42,635
Consultants and Professional Services		27,688	20,509	–	–	–	–	79	79	20,588	27,284	28,485
Contractors		7,994	8,226	–	–	–	–	363	363	8,589	7,766	7,910
Total contracted services		75,234	66,790	–	–	–	–	1,342	1,342	68,132	75,822	79,030
Operational Costs												
Collection costs		2,600	2,600	–	–	–	–	–	–	2,600	3,513	3,671
Contributions to 'other' provisions		1	1	–	–	–	–	–	–	1	1	1
Audit fees		4,267	4,267	–	–	–	–	–	–	4,267	4,464	4,665
Other Operational Costs		1,300	1,300	–	–	–	–	–	–	1,300	1,359	1,420
Operating Leases		52,319	52,179	–	–	–	–	(59)	(59)	52,120	56,150	59,478
Total Operational Costs		60,487	60,347	–	–	–	–	(59)	(59)	60,288	65,486	69,235
Repairs and Maintenance by Expenditure Item												
Employee related costs	14	719	31	–	–	–	–	–	–	31	822	937
Inventory Consumed (Project Maintenance)		5,831	5,757	–	–	–	–	–	–	5,757	6,099	6,374
Contracted Services		21,251	13,003	–	–	–	–	363	363	13,365	22,111	23,097
Other Expenditure		3,584	3,839	–	–	–	–	–	–	3,839	3,853	4,030
Total Repairs and Maintenance Expenditure	15	31,384	22,631	–	–	–	–	363	363	22,993	32,886	34,438
Inventory Consumed												
Inventory Consumed - Water		0	0	–	–	–	–	–	–	0	0	0
Inventory Consumed - Other		25,928	24,823	–	–	–	–	647	647	25,471	25,676	27,061
Total Inventory Consumed & Other Material		25,928	24,823	–	–	–	–	647	647	25,471	25,676	27,061

WC022 Witzenberg - Supporting Table SB2 Supporting detail to 'Financial Position Budget' - 26/02/2025

Description	Ref	Budget Year 2024/25										Budget Year	Budget Year
		Original	Prior Adjusted	Accum. Funds	Multi-year	Unfore.	Nat. or Prov.	Other Adjusts.	Total Adjusts.	Adjusted	Adjusted	Adjusted	
		Budget	4	5	capital	Unavoid.	Govt	9	10	Budget	Budget	Budget	
		A	A1	B	C	D	E	F	G	H	+1 2025/26	+2 2026/27	
R thousands													
ASSETS													
Trade and other receivables from exchange transactions													
Electricity		66,142	66,142	-	-	-	-	13,948	13,948	80,090	84,336	14,958	
Water		186,751	186,751	-	-	-	-	(70,481)	(70,481)	116,270	133,286	34,836	
Waste		113,181	113,181	-	-	-	-	(40,036)	(40,036)	73,145	86,919	26,014	
Waste Water		123,180	123,180	-	-	-	-	(16,060)	(16,060)	107,120	116,614	17,580	
Other trade receivables from exchange transactions		25,453	25,453	-	-	-	-	1,549	1,549	27,002	33,042	12,503	
Gross: Trade and other receivables from exchange transactions		514,707	514,707	-	-	-	-	(111,080)	(111,080)	403,626	454,198	105,890	
Less: Impairment for debt	1	(446,070)	(446,070)	-	-	-	-	168,769	168,769	(277,302)	(333,936)	(118,264)	
Impairment for Electricity		(19,850)	(19,850)	-	-	-	-	(2,894)	(2,894)	(22,744)	(28,140)	(17,383)	
Impairment for Water		(164,290)	(164,290)	-	-	-	-	54,889	54,889	(109,401)	(127,547)	(37,146)	
Impairment for Waste		(100,486)	(100,486)	-	-	-	-	31,213	31,213	(69,273)	(83,739)	(27,435)	
Impairment for Waste Water		(84,298)	(84,298)	-	-	-	-	19,951	19,951	(64,347)	(74,228)	(18,374)	
Impairment for other trade receivables from exchange transactions		(77,146)	(77,146)	-	-	-	-	65,609	65,609	(11,537)	(20,281)	(17,926)	
Total net Trade and other receivables from Exchange Transactions		68,636	68,636	-	-	-	-	57,688	57,688	126,324	120,262	(12,373)	
Receivables from non-exchange transactions													
Property rates		71,350	71,350	-	-	-	-	(6,254)	(6,254)	65,096	77,194	25,066	
Less: Impairment of Property rates		(46,981)	(46,981)	-	-	-	-	(6,543)	(6,543)	(53,524)	(65,622)	(16,901)	
Net Property rates		24,369	24,369	-	-	-	-	(12,797)	(12,797)	11,572	11,572	8,165	
Other receivables from non-exchange transactions		31,717	31,717	-	-	-	-	(62)	(62)	31,655	42,203	21,681	
Impairment for other receivables from non-exchange transactions		(6,852)	(6,852)	-	-	-	-	3,713	3,713	(3,139)	(3,139)	-	
Net other receivables from non-exchange transactions		24,865	24,865	-	-	-	-	3,651	3,651	28,516	39,064	21,681	
Total net Receivables from non-exchange transactions	1	49,234	49,234	-	-	-	-	(9,146)	(9,146)	40,088	50,636	29,846	
Inventory													
Water													
Opening Balance		349	349	-	-	-	-	(333)	(333)	16	16	(0)	
Water Losses		(0)	(0)	-	-	-	-	-	-	(0)	(0)	(0)	
Real losses		(0)	(0)	-	-	-	-	-	-	(0)	(0)	(0)	
Unavoidable Annual Real Losses		(0)	(0)	-	-	-	-	-	-	(0)	(0)	(0)	
Non-revenue Water		(0)	(0)	-	-	-	-	-	-	(0)	(0)	(0)	
Closing Balance Water		349	349	-	-	-	-	(333)	(333)	16	16	(0)	
Agricultural													
Opening Balance		-	-	-	-	-	-	1,740	1,740	1,740	1,740	-	
Closing balance - Agricultural		-	-	-	-	-	-	1,740	1,740	1,740	1,740	-	
Consumables													
Standard Rated													
Opening Balance		1,851	1,851	-	-	-	-	553	553	2,405	2,368	(28)	
Acquisitions		2,400	2,400	-	-	-	-	-	-	2,400	2,400	2,400	
Issues		(2,360)	(2,413)	-	-	-	-	(23)	(23)	(2,437)	(2,428)	(2,494)	
Closing balance - Consumables Standard Rated	13	1,891	1,838	-	-	-	-	530	530	2,368	2,340	(122)	
Zero Rated													
Opening Balance		168	168	-	-	-	-	19	19	186	154	(36)	
Issues		(34)	(32)	-	-	-	-	-	-	(32)	(36)	(37)	
Closing balance - Consumables Zero Rated	13	133	135	-	-	-	-	19	19	154	118	(73)	
Finished Goods													
Materials and Supplies													
Opening Balance		4,919	4,919	-	-	-	-	18,096	18,096	23,015	24,132	1,988	
Acquisitions		24,000	24,000	-	-	-	-	-	-	24,000	25,200	26,460	
Issues		(23,534)	(22,576)	-	-	-	-	(307)	(307)	(22,883)	(23,212)	(24,530)	
Closing balance - Materials and Supplies	13	5,385	6,343	-	-	-	-	17,789	17,789	24,132	26,121	3,918	
Work-in-progress													
Housing Stock													
Land													
Opening Balance		1,423	1,423	-	-	-	-	(1,423)	(1,423)	-	-	-	
Closing Balance - Land		1,423	1,423	-	-	-	-	(1,423)	(1,423)	-	-	-	
Closing Balance - Inventory & Consumables		9,181	10,088	-	-	-	-	18,322	18,322	28,410	30,334	3,723	
Property, plant & equipment													
PPE at cost/valuation (excl. finance leases)		1,581,674	1,589,136	-	-	-	-	9,556	9,556	1,598,692	1,673,163	117,582	
Leases recognised as PPE		4,563	4,563	-	-	-	-	(3,103)	(3,103)	1,460	1,460	-	
Less: Accumulated depreciation		(491,778)	(491,778)	-	-	-	-	28,057	28,057	(463,721)	(503,124)	(78,856)	
Total Property, plant & equipment	1	1,094,459	1,101,921	-	-	-	-	34,510	34,510	1,136,431	1,171,499	38,726	
LIABILITIES													
Current liabilities - Borrowing													
Current portion of long-term liabilities		(3,330)	(3,330)	-	-	-	-	(118)	(118)	(3,447)	(7,445)	(7,995)	
Total Current liabilities - Borrowing		(3,330)	(3,330)	-	-	-	-	(118)	(118)	(3,447)	(7,445)	(7,995)	
Trade and other payables													
Trade and other payables from exchange transactions		110,941	104,026	-	-	-	-	(22,297)	(22,297)	81,729	73,537	(20,016)	
Trade payables from Non-exchange transactions: Unspent conditions		6,316	6,316	-	-	-	-	4,503	4,503	10,819	14,614	3,927	
Trade payables from Non-exchange transactions: Other		(3,187)	(3,187)	-	-	-	-	2,140	2,140	(1,046)	(1,046)	-	
VAT		18,269	18,269	-	-	-	-	(23,100)	(23,100)	(4,831)	(16,014)	(17,660)	
Total Trade and other payables	1	132,339	125,424	-	-	-	-	(38,753)	(38,753)	86,671	71,090	(33,749)	
Non current liabilities - Financial liabilities													
Borrowing		23,028	23,028	-	-	-	-	3,162	3,162	26,189	26,669	981	
Other financial liabilities		2,618	2,628	-	-	-	-	(1,277)	(1,277)	1,350	2,752	2,866	
Total Non current liabilities - Financial liabilities	3	25,645	25,655	-	-	-	-	1,884	1,884	27,539	29,421	3,848	
Non current liabilities - Long Term portion of trade payables													
Provisions - non current													
Retirement benefits		78,001	78,001	-	-	-	-	(7,847)	(7,847)	70,154	81,353	23,295	
List other major items													
Refuse landfill site rehabilitation		67,596	67,596	-	-	-	-	(1,872)	(1,872)	65,723	75,485	19,524	
Other		10,116	10,116	-	-	-	-	1,854	1,854	11,969	11,969	-	
Total Provisions - non current		155,712	155,712	-	-	-	-	(7,866)	(7,866)	147,846	168,808	42,819	
CHANGES IN NET ASSETS													
Accumulated surplus/(Deficit)													
Accumulated surplus/(Deficit) - opening balance		1,116,707	1,116,707	-	-	-	-	134,741	134,741	1,251,448	1,272,925	12,980	
Restated balance		1,116,707	1,116,707	-	-	-	-	134,741	134,741	1,251,448	1,272,925	12,980	
Surplus/(Deficit)		3,713	11,505	-	-	-	-	9,952	9,952	21,457	12,980	8,652	
Accumulated Surplus/(Deficit)	1	1,120,420	1,128,212	-	-	-	-	144,693	144,693	1,272,905	1,285,905	21,632	

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget A	Prior Adjusted 4 A1	Accum. Funds 5 B	Multi-year capital 6 C	Unfore. Unavoid. 7 D	Nat. or Prov. Govt 8 E	Other Adjusts. 9 F	Total Adjusts. 10 G	Adjusted Budget 11 H	Adjusted Budget	Adjusted Budget
R thousands												
Reserves												
Capital replacement		12,540	12,540	–	–	–	–	(1,373)	(1,373)	11,166	11,166	–
Total Reserves	2	12,540	12,540	–	–	–	–	(1,373)	(1,373)	11,166	11,166	–
TOTAL COMMUNITY WEALTH/EQUITY	2	1,132,959	1,140,751	–	–	–	–	143,320	143,320	1,284,072	1,297,072	21,632

WC022 Witzenberg - Supporting Table SB4 Adjustments to budgeted performance indicators and benchmarks - 26/02/2025

Description of financial indicator	Basis of calculation	Budget Year 2024/25			Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Adjusted Budget	Adjusted Budget	Adjusted Budget
<u>Borrowing Management</u>						
Credit Rating	Short term/long term rating					
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	1.4%	1.4%	1.4%	1.4%	1.3%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	1.5%	1.5%	1.5%	1.4%	1.3%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants	55.0%	47.0%	20.1%	30.5%	0.0%
<u>Safety of Capital</u>						
Gearing	Long Term Borrowing/ Funds & Reserves	204.5%	204.6%	246.6%	263.5%	0.0%
<u>Liquidity</u>						
Current Ratio	Current assets/current liabilities	194.3%	198.0%	317.4%	350.4%	11.2%
Current Ratio adjusted for aged debtors	Current assets/current liabilities less debtors > 90 days/current liabilities	194.3%	198.0%	0.0%	0.0%	0.0%
Liquidity Ratio	Monetary Assets/Current Liabilities	1.6	1.6	2.6	2.7	1.2
<u>Revenue Management</u>		148.1%	149.5%	193.2%	211.3%	-0.4%
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing	93.0%	93.0%	93.0%	93.0%	93.0%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)		94.0%	94.0%	94.0%	94.0%	94.0%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	13.2%	13.3%	20.0%	19.7%	1.9%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old	0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>						
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))	99.0%	99.0%	99.0%	99.0%	99.0%
Creditors to Cash and Investments		58.2%	57.1%	41.1%	37.6%	113.7%
<u>Other Indicators</u>						
Electricity Distribution Losses (2)	Total Volume Losses (kW)	21782563.00	21782563.00	21782563.00	21782563.00	21782563.00
	Total Volume Losses (kW) non technical	25879902.93	25879902.93	25879902.93	25879902.93	25879902.93
	Total Cost of Losses (Rand '000)	0.11	0.11	0.11	0.11	0.11
	% Volume (units purchased and generated less units sold)/units purchased and generated					
Water Distribution Losses (2)	Bulk Purchase					
	Water treatment works					
	Natural sources					
	Total Volume Losses (kℓ)	870884.00	870884.00	870884.00	870884.00	870884.00
	Total Cost of Losses (Rand '000)	355945.69	355945.69	355945.69	355945.69	355945.69
	% Volume (units purchased and generated less units sold)/units purchased and generated					
Employee costs	Employee costs/(Total Revenue - capital revenue)	28.8%	29.0%	28.7%	28.9%	28.8%
Remuneration	Total remuneration/(Total Revenue - capital revenue)					
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	3.3%	2.3%	2.4%	3.2%	3.1%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	3.7%	3.6%	3.7%	3.5%	3.4%
<u>IDP regulation financial viability indicators</u>						
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	0.0%	0.0%	0.0%	0.0%	0.0%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	5.1%	5.1%	4.1%	5.0%	2.7%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	0.0	0.0	0.0	0.0	0.0

WC022 Witzenberg - Supporting Table SB5 Adjustments Budget - social, economic and demographic statistics and assumptions - 26/02/2025

Description of economic indicator	Ref.	Basis of calculation	2001 Census	2007 Survey	2011 Census	2021/22	2022/23	2023/24	Budget Year 2024/25	Budget Year 2024/25
						Outcome	Outcome	Outcome	Original Budget	Actual
Demographics										
Population			-	-	-	116	116	116	116	116
Females aged 15 - 34			-	-	-	21	21	21	21	21
Males aged 15 - 34			-	-	-	24	24	24	24	24
Unemployment			-	-	-	3	3	3	3	3
Monthly household income (no. of households)	1, 12									
No income			-	-	-	1,757	1,757	1,757	1,757	1,757
R1 - R1 600			-	-	-	6,703	6,703	6,703	6,703	6,703
R1 601 - R3 200			-	-	-	7,079	7,079	7,079	7,079	7,079
R3 201 - R6 400			-	-	-	5,723	5,723	5,723	5,723	5,723
R6 401 - R12 800			-	-	-	2,863	2,863	2,863	2,863	2,863
R12 801 - R25 600			-	-	-	1,851	1,851	1,851	1,851	1,851
R25 601 - R51 200			-	-	-	1,064	1,064	1,064	1,064	1,064
R52 201 - R102 400			-	-	-	253	253	253	253	253
R102 401 - R204 800			-	-	-	77	77	77	77	77
R204 801 - R409 600			-	-	-	49	49	49	49	49
Poverty profiles (no. of households)										
< R2 060 per household per month	13		-	-	-	8,460	8,460	8,460	8,460	8,460
	2		-	-	-	15,539	15,539	15,539	15,539	15,539
Household/demographics (000)										
Number of people in municipal area			-	-	-	116	116	116	116	116
Number of poor people in municipal area			-	-	-	90	90	90	90	90
Number of households in municipal area			-	-	-	27	27	27	27	27
Number of poor households in municipal area			-	-	-	21	21	21	21	21
Definition of poor household (R per month)			-	-	-	>R6400	>R6400	>R6400	>R6400	>R6400
Housing statistics	3									
Formal			-	-	-	23,642	23,642	23,642	23,642	23,642
Informal			-	-	-	3,778	3,778	3,778	3,778	3,778
Total number of households			-	-	-	27,420	27,420	27,420	27,420	27,420
Economic	6									
Collection rates	7									

Detail on the provision of municipal services for A10

Total municipal services	Ref.		-2021	-2022	-2023	-2024-O	-2024-A	-2024-F	-2020	-2021	-2022
			2021/22	2022/23	2023/24	Budget Year 2024/25			2020/21 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
		<u>Household service targets (000)</u>									
		<u>Water:</u>									
		<u>Sanitation/sewerage:</u>									
		<u>Energy:</u>									
		<u>Refuse:</u>									
Municipal in-house services	Ref.		2021/22	2022/23	2023/24	Budget Year 2024/25			2020/21 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23
		<u>Household service targets (000)</u>									
		<u>Water:</u>									
		<u>Sanitation/sewerage:</u>									

		<u>Energy:</u> <u>Refuse:</u>											
-ME			-2021	-2022	-2023	-2024-O	-2024-A	-2024-F	-2020	-2021	-2022		
Municipal entity services	Ref.		2021/22	2022/23	2023/24	Budget Year 2024/25			2020/21 Medium Term Revenue & Expenditure Framework				
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23			
		Household service targets (000)											
Name of municipal entity		<u>Water:</u>											
Name of municipal entity		<u>Sanitation/sewerage:</u>											
Name of municipal entity		<u>Energy:</u>											
Name of municipal entity		<u>Refuse:</u>											
-SP			-2021	-2022	-2023	-2024-O	-2024-A	-2024-F	-2020	-2021	-2022		
Services provided by 'external mechanisms'	Ref.		2021/22	2022/23	2023/24	Budget Year 2024/25			2020/21 Medium Term Revenue & Expenditure Framework				
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2020/21	Budget Year +1 2021/22	Budget Year +2 2022/23			
		Household service targets (000)											
Names of service providers		<u>Water:</u>											
Names of service providers		<u>Sanitation/sewerage:</u>											
Names of service providers		<u>Energy:</u>											
Names of service providers		<u>Refuse:</u>											
-FBS			-2024-O	-2024-PA	-2024-AF	-2024-MYC	-2024-UU	-2024-NPG	-2024-OA		-2025-A	-2026-A	
Detail of Free Basic Services (FBS) provided			Budget Year 2024/25								Budget Year +1 2025/26	Budget Year +2 2026/27	
			Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
Electricity	Ref.	Location of households for each type of FBS											
Water	Ref.	Location of households for each type of FBS											
List type of FBS service		Formal settlements - (6 kilolitre per indigent household per month Rands)	3,938,664	3,938,664	–	–	–	–	–	–	3,939	3,993,106	4,050,814
Sanitation	Ref.	Location of households for each type of FBS											
Refuse Removal	Ref.	Location of households for each type of FBS											

WC022 Witzenberg - Supporting Table SB6 Adjustments Budget - funding measurement - 26/02/2021

Description	Ref	MFMA section	2021/22	2022/23	2023/24	Medium Term Revenue and Expenditure Framework				
R thousands			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget	Budget Year +1 2025/26	Budget Year +2 2026/27
Funding measures										
Cash/cash equivalents at the year end - R'000	1	18(1)b	–	–	–	227,330	219,585	210,665	188,861	(29,682)
Cash + investments at the yr end less applications - R'000	2	18(1)b	–	–	–	160,132	159,302	245,478	243,242	19,749
Cash year end/monthly employee/supplier payments	3	18(1)b	–	–	–	–	–	–	–	–
Surplus/(Deficit) excluding depreciation offsets: R'000	4	18(1)	–	–	–	3,713	11,505	–	–	–
Service charge rev % change - macro CPIX target exclusive	5	18(1)a,(2)				0.0%	0.0%	0.0%	0.0%	0.0%
Cash receipts % of Ratepayer & Other revenue	6	18(1)a,(2)	0.0%	0.0%	0.0%	75.4%	75.4%	0.0%	0.0%	0.0%
Debt impairment expense as a % of total billable revenue	7	18(1)a,(2)				8.9%	8.9%	8.9%	8.3%	7.3%
Capital payments % of capital expenditure	8	18(1)c;19				100.0%	100.0%	0.0%	0.0%	0.0%
Borrowing receipts % of capital expenditure (excl. transfers)	9	18(1)c				55.0%	47.0%	20.1%	30.5%	0.0%
Grants % of Govt. legislated/gazetted allocations	10	18(1)a				100.0%	15.3%	17.0%	14.6%	12.4%
Current consumer debtors % change - incr(decr)	11	18(1)a							18.2%	-58.5%
Long term receivables % change - incr(decr)	12	18(1)a							0.0%	0.0%
R&M % of Property Plant & Equipment	13	20(1)(vi)				2.8%	2.0%	2.0%	2.7%	93.1%
Asset renewal % of capital budget	14	20(1)(vi)				10.5%	15.2%	19.9%	9.4%	16.2%

References

1. Positive cash balances indicative of minimum compliance - subject to 2
2. Deduct applications (defined) from cash balances
3. Indicative of sufficient liquidity to meet average monthly operating payments
4. Indicative of funded operational requirements
5. Indicative of adherence to macro-economic targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
6. Realistic average cash collection forecasts as % of annual billed revenue
7. Realistic average increase in doubtful debt provision
8. Indicative of planned capital expenditure level & cash payment timing
9. Indicative of compliance with borrowing 'only' for the capital budget - should not exceed 100% unless refinancing
10. Substantiation of National/Province allocations included in budget
11. Indicative of realistic current arrear debtor collection targets (prior to 2003/04 revenue not available for high cap municipalities and later for other capacity classifications)
12. Indicative of realistic long term arrear debtor collection targets (prior to 2003/04 revenue not available for high cap municipalities and later for other capacity classifications)
13. Indicative of a credible allowance for repairs & maintenance of assets
14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - detailed capital plan)

Macro CPIX target

	6%	6%	6%	6%	6%
Total service charge revenue	748,315	748,315	—	—	—
Total service charge revenue - previous year	—	—	—	—	—
Provincial government gazetted allocations	—	—	—	—	—
National government DoRA allocations	—	—	—	—	—
Cash receipts from ratepayers	723,210	723,210	723,210	783,682	853,343
Ratepayer & Other revenue	958,877	958,877	—	—	—
Change in debtors				6,227	(220,894)

WC022 Witzenberg - Supporting Table SB7 Adjustments Budget - transfers and grant receipts - 26/02/2025

Description	Ref	Budget Year 2024/25							Budget Year	Budget Year
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	+1 2025/26 Adjusted Budget	+2 2026/27 Adjusted Budget
R thousands		A	A1	B	C	D	E	F		
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		148,865	148,865	–	–	417	417	149,282	158,904	171,583
Operational Revenue:General Revenue:Equitable Share		145,706	145,706	–	–	–	–	145,706	157,204	169,783
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		1,559	1,559	–	–	–	–	1,559	–	–
Local Government Financial Management Grant [Schedule 5B]		1,600	1,600	–	–	–	–	1,600	1,700	1,800
Municipal Disaster Grant [Schedule 5B]		–	–	–	–	417	417	417	–	–
Provincial Government:		45,527	45,527	–	–	2,056	2,056	47,583	38,088	34,132
Capacity Building and Other		11,364	11,364	–	–	100	100	11,464	11,288	11,669
Infrastructure		34,163	34,163	–	–	1,956	1,956	36,119	26,800	22,463
Total Operating Transfers and Grants	6	194,392	194,392	–	–	2,473	2,473	196,865	196,992	205,715
Capital Transfers and Grants										
National Government:		44,130	44,130	–	–	3,195	3,195	47,325	31,369	29,314
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		–	–	–	–	–	–	–	660	596
Municipal Infrastructure Grant [Schedule 5B]		25,630	25,630	–	–	–	–	25,630	26,709	28,718
Energy Efficiency and Demand Side Management Grant		3,500	3,500	–	–	–	–	3,500	4,000	–
Water Services Infrastructure Grant [Schedule 5B]		15,000	15,000	–	–	–	–	15,000	–	–
Municipal Disaster Relief Grant		–	–	–	–	3,195	3,195	3,195	–	–
Provincial Government:		2,232	2,232	–	–	7,561	7,561	9,793	8,187	1,413
Infrastructure		2,232	2,232	–	–	7,561	7,561	9,793	8,187	1,413
Total Capital Transfers and Grants	6	46,362	46,362	–	–	10,756	10,756	57,118	39,556	30,727
TOTAL RECEIPTS OF TRANSFERS & GRANTS		240,754	240,754	–	–	13,229	13,229	253,983	236,548	236,442

WC022 Witzenberg - Supporting Table SB8 Adjustments Budget - expenditure on transfers and grant programme - 26/02/2025

Description	Ref	Budget Year 2024/25							Budget Year	Budget Year
		Original	Prior Adjusted	Multi-year	Nat. or Prov.	Other Adjusts.	Total Adjusts.	Adjusted	+1 2025/26	+2 2026/27
		Budget		capital	Govt			Budget	Adjusted	Adjusted
		A	2 A1	3 B	4 C	5 D	6 E	7 F		
R thousands										
EXPENDITURE ON TRANSFERS AND GRANT PROGRAM:	1									
Operating expenditure of Transfers and Grants										
National Government:		71,791	71,817	–	–	2,270	2,270	74,087	75,053	79,489
Operational Revenue/General Revenue/Equitable Share		67,876	67,901	–	–	1,907	1,907	69,809	72,608	76,957
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		1,559	1,559	–	–	–	–	1,559	–	–
Local Government Financial Management Grant [Schedule 5B]		1,357	1,357	–	–	–	–	1,357	1,445	1,532
Municipal Disaster Grant [Schedule 5B]		–	–	–	–	363	363	363	–	–
Municipal Infrastructure Grant [Schedule 5B]		1,000	1,000	–	–	–	–	1,000	1,000	1,000
Provincial Government:		49,451	49,451	–	–	(4,323)	(4,323)	45,128	37,046	34,133
Capacity Building and Other		15,131	15,131	–	–	(215)	(215)	14,916	14,959	15,872
Infrastructure		34,320	34,320	–	–	(4,108)	(4,108)	30,212	22,087	18,261
District Municipality:		0	0	–	–	31	31	31	–	0
All Grants		0	0	–	–	31	31	31	–	0
Other grant providers:		5,644	5,644	–	–	–	–	5,644	3,772	3,916
Foreign Government and International Organisations		3,496	3,496	–	–	–	–	3,496	3,700	3,841
Private Enterprises		2,149	2,149	–	–	–	–	2,149	72	75
Total Operating Transfers and Grants	6	126,887	126,912	–	–	(2,021)	(2,021)	124,891	115,870	117,538
Capital Transfers and Grants										
National Government:		37,504	37,504	–	–	2,748	2,748	40,252	27,277	24,098
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		–	–	–	–	–	–	–	574	518
Municipal Infrastructure Grant [Schedule 5B]		21,417	21,417	–	–	(30)	(30)	21,387	23,225	23,580
Energy Efficiency and Demand Side Management Grant		3,043	3,043	–	–	–	–	3,043	3,478	–
Water Services Infrastructure Grant [Schedule 5B]		13,043	13,043	–	–	–	–	13,043	–	–
Municipal Disaster Relief Grant		–	–	–	–	2,778	2,778	2,778	–	–
Provincial Government:		1,941	1,941	–	–	(1,109)	(1,109)	832	7,469	1,229
Capacity Building and Other		–	–	–	–	–	–	–	350	–
Infrastructure		1,941	1,941	–	–	(1,109)	(1,109)	832	7,119	1,229
District Municipality:		435	435	–	–	–	–	435	–	–
All Grants		435	435	–	–	–	–	435	–	–
Other grant providers:		–	–	–	–	–	–	–	300	–
Foreign Government and International Organisations		–	–	–	–	–	–	–	300	–
Total Capital Transfers and Grants	6	39,880	39,880	–	–	1,639	1,639	41,519	35,047	25,327
TOTAL EXPENDITURE OF TRANSFERS & GRANTS		166,767	166,792	–	–	(382)	(382)	166,410	150,917	142,864

WC022 Witzenberg - Supporting Table SB9 Adjustments Budget - reconciliation of transfers, grant receipts, and unspent funds - 26/02/2025

Description	Ref	Budget Year 2024/25							Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	2 A1	3 B	4 C	5 D	6 E	7 F		
R thousands										
Operating transfers and grants:										
National Government										
Balance unspent at beginning of the year		(38,287)	(38,287)	–	–	38,485	38,485	198	1,067	857
Current year receipts		(3,159)	(3,159)	–	–	(417)	(417)	(3,576)	(1,700)	(1,800)
Conditions met - transferred to revenue		4,029	4,029	–	–	417	417	4,446	2,557	2,643
Closing Balance		(37,418)	(37,418)	–	–	38,485	38,485	1,067	1,924	1,700
Provincial Government:										
Balance unspent at beginning of the year		(3,398)	(3,398)	–	–	7,636	7,636	4,238	3,583	(1,257)
Current year receipts		(45,527)	(45,527)	–	–	(2,056)	(2,056)	(47,583)	(38,088)	(34,132)
Conditions met - transferred to revenue		46,426	46,426	–	–	502	502	46,928	36,831	32,694
Closing Balance		(2,499)	(2,499)	–	–	6,082	6,082	3,583	2,326	(2,695)
District Municipality:										
Balance unspent at beginning of the year		(2,520)	(2,520)	–	–	236	236	(2,284)	(2,248)	–
Conditions met - transferred to revenue		–	–	–	–	36	36	36	–	–
Closing Balance		(2,520)	(2,520)	–	–	272	272	(2,248)	(2,248)	–
Other grant providers:										
Balance unspent at beginning of the year		(13)	(13)	–	–	(2,298)	(2,298)	(2,312)	(2,107)	205
Conditions met - transferred to revenue		205	205	–	–	–	–	205	205	–
Closing Balance		192	192	–	–	(2,298)	(2,298)	(2,107)	(1,902)	205
Total operating transfers and grants revenue		50,660	50,660	–	–	955	955	51,614	39,593	35,337
Total operating transfers and grants - CTBM	2	(42,245)	(42,245)	–	–	42,541	42,541	295	100	(790)
Capital transfers and grants:										
National Government										
Balance unspent at beginning of the year		38,337	38,337	–	–	(39,068)	(39,068)	(731)	(5,266)	(5,000)
Current year receipts		(44,130)	(44,130)	–	–	(3,195)	(3,195)	(47,325)	(31,369)	(29,314)
Conditions met - transferred to revenue		39,630	39,630	–	–	3,160	3,160	42,790	26,369	28,314
Closing Balance		33,837	33,837	–	–	(39,103)	(39,103)	(5,266)	(10,266)	(6,000)
Provincial Government:										
Balance unspent at beginning of the year		2,673	2,673	–	–	2,511	2,511	5,184	(4,352)	1,400
Current year receipts		(2,232)	(2,232)	–	–	(7,561)	(7,561)	(9,793)	(8,187)	(1,413)
Conditions met - transferred to revenue		1,375	1,375	–	–	(1,118)	(1,118)	257	9,587	2,876
Closing Balance		1,816	1,816	–	–	(6,168)	(6,168)	(4,352)	(2,952)	2,863
District Municipality:										
Balance unspent at beginning of the year		(126)	(126)	–	–	(1,272)	(1,272)	(1,398)	(1,498)	–
Conditions met - transferred to revenue		(100)	(100)	–	–	–	–	(100)	–	–
Closing Balance		(226)	(226)	–	–	(1,272)	(1,272)	(1,498)	(1,498)	–
Other grant providers:										
Balance unspent at beginning of the year		501	501	–	–	(501)	(501)	–	–	–
Closing Balance		501	501	–	–	(501)	(501)	–	–	–
Total capital transfers and grants revenue		40,905	40,905	–	–	2,042	2,042	42,947	35,956	31,190
Total capital transfers and grants - CTBM		35,929	35,929	–	–	(47,044)	(47,044)	(11,115)	(14,715)	(3,137)
TOTAL TRANSFERS AND GRANTS REVENUE		91,565	91,565	–	–	2,997	2,997	94,561	75,549	66,527
TOTAL TRANSFERS AND GRANTS - CTBM		(6,316)	(6,316)	–	–	(4,503)	(4,503)	(10,819)	(14,614)	(3,927)

WC022 Witzenberg - Supporting Table SB10 Adjustments Budget - transfers and grants made by the municipality - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget A	Prior Adjusted 6 A1	Accum. Funds 7 B	Multi-year capital 8 C	Unfore. Unavoid. 9 D	Nat. or Prov. Govt 10 E	Other Adjusts. 11 F	Total Adjusts. 12 G	Adjusted Budget 13 H	Adjusted Budget	Adjusted Budget
R thousands												
Cash transfers to other municipalities.												
Cash transfers to Entities/Other External Mechanisms												
Cash transfers to other Organs of State												
Cash transfers to other Organisations												
Operational	4	2,160	2,170	–	–	–	–	–	–	2,170	2,262	2,367
Total Cash Transfers To Organisations		2,160	2,170	–	–	–	–	–	–	2,170	2,262	2,367
Cash Transfers to Groups of Individuals												
Operational	4	34,955	34,956	–	–	–	–	(2,765)	(2,765)	32,191	22,420	18,609
Total Cash Transfers To Groups Of Individuals:		34,955	34,956	–	–	–	–	(2,765)	(2,765)	32,191	22,420	18,609
TOTAL CASH TRANSFERS AND GRANTS	5	37,116	37,126	–	–	–	–	(2,765)	(2,765)	34,361	24,682	20,976
Non-cash transfers to other municipalities												
Non-cash transfers to Entities/Other External Mechanisms												
Non-cash transfers to other Organs of State												
Non-cash transfers to other Organisations												
Non-cash transfers to Groups of Individuals												
TOTAL TRANSFERS AND GRANTS		37,116	37,126	–	–	–	–	(2,765)	(2,765)	34,361	24,682	20,976

WC022 Witzenberg - Supporting Table SB11 Adjustments Budget - councillor and staff benefits - 26/02/2025

Summary of remuneration	Ref	Budget Year 2024/25									% change
		Original Budget A	Prior Adjusted A1	Accum. Funds B	Multi-year capital C	Unfore. Unavoid. D	Nat. or Prov. Govt E	Other Adjusts. F	Total Adjusts. G	Adjusted Budget H	
R thousands											
Councillors (Political Office Bearers plus Other)											
Basic Salaries and Wages		9,658	9,658			-		-	-	9,658	0.0%
Pension and UIF Contributions		1,422	1,422			-		-	-	1,422	0.0%
Medical Aid Contributions		86	86			-		-	-	86	0.0%
Motor Vehicle Allowance		0	0			-		-	-	0	0.0%
Cellphone Allowance		1,146	1,146			-		-	-	1,146	0.0%
Other benefits and allowances		0	0			-		-	-	0	0.0%
Sub Total - Councillors		12,311	12,311			-		-	-	12,311	
% increase			0.0%								0.0%
Senior Managers of the Municipality											
Basic Salaries and Wages		4,395	4,395	-		-		-	-	4,395	0.0%
Pension and UIF Contributions		404	404	-		-		-	-	404	0.0%
Medical Aid Contributions		9	9	-		-		-	-	9	0.0%
Performance Bonus		890	890	-		-		-	-	890	0.0%
Motor Vehicle Allowance		1,115	1,115	-		-		-	-	1,115	0.0%
Cellphone Allowance		332	332	-		-		-	-	332	0.0%
Housing Allowances		57	57	-		-		-	-	57	0.0%
Other benefits and allowances		61	61	-		-		-	-	61	0.0%
Sub Total - Senior Managers of Municipality		7,265	7,265	-		-		-	-	7,265	
% increase			0.0%								0.0%
Other Municipal Staff											
Basic Salaries and Wages		157,900	159,720	-		-		-	-	159,720	1.2%
Pension and UIF Contributions		26,552	26,602	-		-		-	-	26,602	0.0%
Medical Aid Contributions		11,093	11,093	-		-		-	-	11,093	0.0%
Overtime		21,007	21,011	-		-		-	-	21,011	0.0%
Performance Bonus		12,510	12,510	-		-		-	-	12,510	0.0%
Motor Vehicle Allowance		7,751	7,751	-		-		-	-	7,751	0.0%
Cellphone Allowance		1,018	1,018	-		-		-	-	1,018	0.0%
Housing Allowances		1,427	1,427	-		-		-	-	1,427	0.0%
Other benefits and allowances		12,516	12,527	-		-		-	-	12,527	0.0%
Payments in lieu of leave		3,754	3,754	-		-		-	-	3,754	0.0%
Long service awards		1,015	1,015	-		-		-	-	1,015	0.0%
Post-retirement benefit obligations		11,653	11,653	-		-		-	-	11,653	0.0%
Acting and post related allowance		2,098	2,098	-		-		-	-	2,098	0.0%
Sub Total - Other Municipal Staff		270,293	272,180	-		-		-	-	272,180	
% increase			0.7%								0.0%
Total Parent Municipality		289,869	291,756	-		-		-	-	291,756	0.0%
TOTAL SALARY, ALLOWANCES & BENEFITS		289,869	291,756	-		-		-	-	291,756	
TOTAL MANAGERS AND STAFF		277,558	279,445	-		-		-	-	279,445	0.7%

WC022 Witzenberg - Supporting Table SB12 Adjustments Budget - monthly revenue and expenditure (municipal vote) - 26/02/2025

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue by Vote																
Vote 1 - Financial Services		12,486	12,486	12,486	12,486	12,486	12,486	12,486	12,486	12,486	12,486	12,486	19,023	156,370	156,612	165,288
Vote 2 - Community Services		16,864	16,864	16,864	16,864	16,864	16,864	16,864	16,864	16,864	16,864	16,864	16,864	202,370	212,043	214,091
Vote 3 - Corporate Services		1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,494	17,531	18,231	19,111
Vote 4 - Technical Services		50,584	50,584	55,930	50,584	50,584	55,930	50,584	50,584	55,930	50,584	50,584	59,125	631,587	662,982	724,200
Vote 5 - Municipal Manager		142	142	142	142	142	142	142	142	142	142	142	142	1,702	1,752	1,805
Total Revenue by Vote		81,534	81,534	86,880	81,534	81,534	86,880	81,534	81,534	86,880	81,534	81,534	96,648	1,009,560	1,051,621	1,124,495
Expenditure by Vote																
Vote 1 - Financial Services		5,090	5,090	5,090	5,090	5,090	5,090	5,090	5,090	5,090	5,090	5,090	5,090	61,075	66,151	62,065
Vote 2 - Community Services		11,471	11,471	11,471	11,471	11,471	11,471	11,471	11,471	11,471	11,471	11,471	12,797	138,976	132,313	135,185
Vote 3 - Corporate Services		10,306	10,306	10,306	10,306	10,306	10,305	10,306	10,306	10,306	10,306	10,306	10,340	123,709	129,821	137,476
Vote 4 - Technical Services		53,514	53,514	53,514	53,514	53,514	53,514	53,514	53,514	53,514	53,514	53,514	54,177	642,836	689,665	759,214
Vote 5 - Municipal Manager		1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	3,082	21,508	20,691	21,904
Total Expenditure by Vote		82,056	82,056	82,056	82,056	82,056	82,055	82,056	82,056	82,056	82,056	82,056	85,486	988,103	1,038,641	1,115,843
Surplus/ (Deficit)		(522)	(522)	4,824	(522)	(522)	4,825	(522)	(522)	4,824	(522)	(522)	11,162	21,457	12,980	8,652

WC022 Witzenberg - Supporting Table SB13 Adjustments Budget - monthly revenue and expenditure (functional classification) - 26/02/2025

Description - Standard classification	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue - Functional																
Governance and administration		12,807	12,807	12,807	12,807	12,807	12,807	12,807	12,807	12,807	12,807	12,807	19,345	160,225	160,727	169,679
Executive and council	3	3	3	3	3	3	3	3	3	3	3	3	3	31	31	-
Finance and administration		12,805	12,805	12,805	12,805	12,805	12,805	12,805	12,805	12,805	12,805	12,805	19,342	160,194	160,696	169,679
Community and public safety		18,229	18,229	18,229	18,229	18,229	18,229	18,229	18,229	18,229	18,229	18,229	18,265	218,787	229,013	232,131
Community and social services		13,243	13,243	13,243	13,243	13,243	13,243	13,243	13,243	13,243	13,243	13,243	13,243	158,917	168,992	181,856
Sport and recreation		652	652	652	652	652	652	652	652	652	652	652	652	7,820	8,306	8,817
Public safety		1,388	1,388	1,388	1,388	1,388	1,388	1,388	1,388	1,388	1,388	1,388	1,424	16,690	17,486	18,361
Housing		2,947	2,947	2,947	2,947	2,947	2,947	2,947	2,947	2,947	2,947	2,947	2,947	35,360	34,229	23,098
Economic and environmental services		262	262	262	262	262	262	262	262	262	262	262	262	3,143	4,565	4,528
Planning and development		251	251	251	251	251	251	251	251	251	251	251	251	3,016	3,215	3,116
Road transport		10	10	10	10	10	10	10	10	10	10	10	10	116	1,339	1,400
Environmental protection		1	1	1	1	1	1	1	1	1	1	1	1	11	11	12
Trading services		50,224	50,224	55,570	50,224	50,224	55,570	50,224	50,224	55,570	50,224	50,224	58,765	627,266	657,169	718,002
Energy sources		35,906	35,906	35,906	35,906	35,906	35,906	35,906	35,906	35,906	35,906	35,906	35,906	430,868	468,731	519,891
Water management		6,151	6,151	11,496	6,151	6,151	6,151	6,151	6,151	11,496	6,151	6,151	11,796	95,490	86,003	90,777
Waste water management		4,717	4,717	4,717	4,717	4,717	4,717	4,717	4,717	4,717	4,717	4,717	7,612	59,497	59,320	62,166
Waste management		3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	3,451	41,411	43,115	45,168
Other		12	12	12	12	12	12	12	12	12	12	12	12	139	146	154
Total Revenue - Functional		81,534	81,534	86,880	81,534	81,534	86,880	81,534	81,534	86,880	81,534	81,534	96,648	1,009,560	1,051,621	1,124,495
Expenditure - Functional																
Governance and administration		13,719	13,719	13,718	13,719	13,719	13,717	13,719	13,719	13,718	13,719	13,719	15,128	166,032	169,434	171,261
Executive and council		2,714	2,714	2,714	2,714	2,714	2,714	2,714	2,714	2,714	2,714	2,714	4,121	33,976	33,746	35,506
Finance and administration		10,581	10,581	10,581	10,581	10,581	10,580	10,581	10,581	10,581	10,581	10,581	10,584	126,978	130,261	129,960
Internal audit		423	423	423	423	423	423	423	423	423	423	423	423	5,078	5,427	5,795
Community and public safety		14,264	14,264	14,264	14,264	14,264	14,264	14,264	14,264	14,264	14,264	14,264	15,021	171,924	171,599	177,023
Community and social services		3,012	3,012	3,012	3,012	3,012	3,012	3,012	3,012	3,012	3,012	3,012	3,512	36,646	36,215	38,251
Sport and recreation		3,533	3,533	3,533	3,533	3,533	3,533	3,533	3,533	3,533	3,533	3,533	3,758	42,617	45,527	48,226
Public safety		4,651	4,651	4,651	4,651	4,651	4,651	4,651	4,651	4,651	4,651	4,651	4,682	55,840	60,754	64,807
Housing		3,068	3,068	3,068	3,068	3,068	3,068	3,068	3,068	3,068	3,068	3,068	3,068	36,821	29,103	25,739
Economic and environmental services		3,739	3,739	3,739	3,739	3,739	3,739	3,739	3,739	3,739	3,739	3,739	4,656	45,781	51,263	54,036
Planning and development		1,375	1,375	1,375	1,375	1,375	1,375	1,375	1,375	1,375	1,375	1,375	1,375	16,501	17,120	18,201
Road transport		1,938	1,938	1,938	1,938	1,938	1,938	1,938	1,938	1,938	1,938	1,938	2,255	23,569	31,082	32,592
Environmental protection		426	426	426	426	426	426	426	426	426	426	426	1,026	5,711	3,062	3,243
Trading services		50,249	50,249	50,249	50,249	50,249	50,249	50,249	50,249	50,249	50,249	50,249	50,594	603,328	644,279	711,354
Energy sources		35,695	35,695	35,695	35,695	35,695	35,695	35,695	35,695	35,695	35,695	35,695	35,695	428,339	473,846	535,848
Water management		4,623	4,623	4,623	4,623	4,623	4,623	4,623	4,623	4,623	4,623	4,623	4,666	55,514	55,489	58,332
Waste water management		3,574	3,574	3,574	3,574	3,574	3,574	3,574	3,574	3,574	3,574	3,574	3,676	42,993	50,257	51,356
Waste management		6,357	6,357	6,357	6,357	6,357	6,357	6,357	6,357	6,357	6,357	6,357	6,557	76,481	64,687	65,819
Other		87	87	87	87	87	87	87	87	87	87	87	87	1,039	2,065	2,169
Total Expenditure - Functional		82,056	82,056	82,056	82,056	82,056	82,055	82,056	82,056	82,056	82,056	82,056	85,486	988,103	1,038,641	1,115,843
Surplus/ (Deficit) 1.		(522)	(522)	4,824	(522)	(522)	4,825	(522)	(522)	4,824	(522)	(522)	11,162	21,457	12,980	8,652

WC022 Witzenberg - Supporting Table SB14 Adjustments Budget - monthly revenue and expenditure - 26/02/2025

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue By Source																
Exchange Revenue																
Service charges - Electricity		35,935	35,935	35,935	35,935	35,935	35,935	35,935	35,935	35,935	35,935	35,935	35,935	431,223	469,206	520,537
Service charges - Water		4,113	4,113	4,113	4,113	4,113	4,113	4,113	4,113	4,113	4,113	4,113	4,113	49,359	51,677	54,110
Service charges - Waste Water Management		4,244	4,244	4,244	4,244	4,244	4,244	4,244	4,244	4,244	4,244	4,244	4,244	50,932	53,366	55,915
Service charges - Waste Management		2,814	2,814	2,814	2,814	2,814	2,814	2,814	2,814	2,814	2,814	2,814	2,814	33,774	35,366	37,032
Sale of Goods and Rendering of Services		1,352	1,352	1,352	1,352	1,352	1,352	1,352	1,352	1,352	1,352	1,352	1,351	16,219	16,720	17,380
Agency services		390	390	390	390	390	390	390	390	390	390	390	390	4,684	4,918	5,164
Interest		1	1	1	1	1	1	1	1	1	1	1	1	11	11	12
Interest earned from Receivables		1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	23,549	24,727	25,963
Interest earned from Current and Non Current Assets		1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	1,870	22,444	23,067	23,720
Rent on Land		2	2	2	2	2	2	2	2	2	2	2	2	27	29	30
Rental from Fixed Assets		501	501	501	501	501	501	501	501	501	501	501	501	6,015	6,447	6,904
Operational Revenue		147	147	147	147	147	147	147	147	147	147	147	147	1,764	1,854	1,920
Non-Exchange Revenue																
Property rates		9,458	9,458	9,458	9,458	9,458	9,458	9,458	9,458	9,458	9,458	9,458	9,458	113,495	120,979	128,237
Surcharges and Taxes		824	824	824	824	824	824	824	824	824	824	824	824	1,300	1,360	1,416
Fines, penalties and forfeits		938	938	938	938	938	938	938	938	938	938	938	938	11,254	11,816	12,407
Licences or permits		204	204	204	204	204	204	204	204	204	204	204	204	2,444	2,566	2,694
Transfer and subsidies - Operational		15,125	15,125	15,125	15,125	15,125	15,125	15,125	15,125	15,125	15,125	15,125	15,519	181,896	182,433	190,947
Interest		297	297	297	297	297	297	297	297	297	297	297	297	3,566	3,744	3,932
Operational Revenue		258	258	258	258	258	258	258	258	258	258	258	258	3,095	3,282	3,505
Gains on disposal of Assets		-	-	-	-	-	-	-	-	-	-	-	6,121	6,121	-	-
Discontinued Operations		(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	(18)	202	-	-	-
Total Revenue		80,419	80,419	80,419	80,419	80,419	80,419	80,419	80,419	80,419	80,419	80,419	87,629	972,233	1,020,355	1,097,373
Expenditure By Type																
Employee related costs		23,287	23,287	23,287	23,287	23,287	23,287	23,287	23,287	23,287	23,287	23,287	23,287	279,445	295,259	316,287
Remuneration of councillors		1,026	1,026	1,026	1,026	1,026	1,026	1,026	1,026	1,026	1,026	1,026	1,026	12,311	12,804	13,316
Bulk purchases - electricity		31,271	31,271	31,271	31,271	31,271	31,271	31,271	31,271	31,271	31,271	31,271	31,272	375,258	422,916	476,626
Inventory consumed		2,073	2,073	2,073	2,073	2,073	2,073	2,073	2,073	2,073	2,073	2,073	2,673	25,471	25,676	27,061
Debt impairment		-	-	-	-	-	-	-	-	-	-	-	62,758	62,758	62,605	59,716
Depreciation and amortisation		4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518	4,518	54,219	40,273	40,323
Interest		857	857	857	857	857	857	857	857	857	857	857	807	10,233	10,255	10,277
Contracted services		5,562	5,562	5,562	5,562	5,562	5,562	5,562	5,562	5,562	5,562	5,562	6,950	68,132	75,822	79,030
Transfers and subsidies		2,728	2,728	2,728	2,728	2,728	2,728	2,728	2,728	2,728	2,728	2,728	4,355	34,361	24,682	20,976
Irrecoverable debts written off		178	178	178	178	178	178	178	178	178	178	178	178	2,131	2,229	2,329
Operational costs		5,017	5,017	5,016	5,017	5,017	5,016	5,017	5,017	5,016	5,017	5,017	5,102	60,288	65,486	69,235
Other Losses		5,521	5,521	5,521	5,521	5,521	5,521	5,521	5,521	5,521	5,521	5,521	(57,237)	3,497	635	667
Total Expenditure		82,038	82,038	82,037	82,038	82,038	82,037	82,038	82,038	82,037	82,038	82,038	85,688	988,103	1,038,641	1,115,843
Surplus/(Deficit)		(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	(1,618)	(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	1,941	(15,870)	(18,286)	(18,470)
Transfers and subsidies - capital (monetary allocations)		(1,097)	(1,097)	(6,443)	(1,097)	(1,097)	(6,443)	(1,097)	(1,097)	(6,443)	(1,097)	(1,097)	65,434	37,328	31,266	27,122
Surplus/(Deficit) after capital transfers & contributions		(2,717)	(2,717)	(8,062)	(2,717)	(2,717)	(8,061)	(2,717)	(2,717)	(8,062)	(2,717)	(2,717)	67,375	21,457	12,980	8,652
Surplus/(Deficit) after income tax		(2,717)	(2,717)	(8,062)	(2,717)	(2,717)	(8,061)	(2,717)	(2,717)	(8,062)	(2,717)	(2,717)	67,375	21,457	12,980	8,652
Surplus/(Deficit) attributable to municipality		(2,717)	(2,717)	(8,062)	(2,717)	(2,717)	(8,061)	(2,717)	(2,717)	(8,062)	(2,717)	(2,717)	67,375	21,457	12,980	8,652
Surplus/(Deficit) after capital transfers & contributions		(2,717)	(2,717)	(8,062)	(2,717)	(2,717)	(8,061)	(2,717)	(2,717)	(8,062)	(2,717)	(2,717)	67,375	21,457	12,980	8,652

WC022 Witzenberg - Supporting Table SB15 Adjustments Budget - monthly cash flow - 26/02/2025

Monthly cash flows	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted	Adjusted
R thousands																
Cash Receipts By Source	1															
Property rates		8,607	8,607	8,607	8,607	8,607	8,607	8,607	8,607	8,607	8,607	8,607	8,607	103,281	108,881	115,270
Service charges - electricity revenue		40,600	40,600	40,600	40,600	40,600	40,600	40,600	40,600	40,600	40,600	40,600	40,600	487,205	535,527	588,111
Service charges - water revenue		3,133	3,133	3,133	3,133	3,133	3,133	3,133	3,133	3,133	3,133	3,133	3,133	37,600	42,392	44,386
Service charges - sanitation revenue		4,355	4,355	4,355	4,355	4,355	4,355	4,355	4,355	4,355	4,355	4,355	4,355	52,256	51,942	56,286
Service charges - refuse		2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	25,839	27,059	30,515
Rental of facilities and equipment		0	0	0	0	0	0	0	0	0	0	0	0	5	6	6
Interest earned - external investments		2,921	2,921	5,656	2,921	2,921	5,656	2,921	2,921	5,656	2,921	2,921	5,656	45,994	47,793	49,683
Interest earned - outstanding debtors		298	298	298	298	298	298	298	298	298	298	298	298	3,577	3,756	3,944
Fines, penalties and forfeits		372	372	372	372	372	372	372	372	372	372	372	372	4,469	4,693	4,928
Licences and permits		213	213	213	213	213	213	213	213	213	213	213	213	2,558	2,685	2,820
Agency services		381	381	381	381	381	381	381	381	381	381	381	381	4,570	4,799	5,039
Transfer receipts - operational		15,058	15,058	15,481	15,058	15,058	21,623	15,058	15,058	15,481	15,058	15,058	23,814	196,865	196,992	202,715
Other revenue		452	452	452	452	452	452	452	452	452	452	452	452	5,426	5,698	5,982
Cash Receipts by Source		78,545	78,545	81,703	78,545	78,545	87,844	78,545	78,545	81,703	78,545	78,545	90,035	969,645	1,032,223	1,112,684
Other Cash Flows by Source																
Transfers receipts - capital		758	758	10,915	758	758	10,915	758	758	10,915	758	758	18,310	57,118	39,556	30,727
Borrowing long term/refinancing		-	-	6,250	-	-	6,250	-	-	6,250	-	-	6,250	25,000	-	-
Total Cash Receipts by Source		79,303	79,303	98,868	79,303	79,303	105,010	79,303	79,303	98,868	79,303	79,303	114,595	1,051,763	1,071,779	1,143,411
Cash Payments by Type																
Employee related costs		23,185	23,185	23,185	23,185	23,185	23,185	23,185	23,185	23,185	23,185	23,185	23,185	278,217	295,439	315,928
Bulk purchases - Electricity		35,922	35,922	35,922	35,922	35,922	35,922	35,922	35,922	35,922	35,922	35,922	35,922	431,067	485,812	547,510
Acquisitions - water & other inventory		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000	25,200	26,460
Contracted services		939	939	939	939	939	939	939	939	939	939	939	939	11,263	11,358	11,500
Other expenditure		16,240	16,240	16,240	16,240	16,240	16,240	16,240	16,240	16,240	16,240	16,240	16,240	194,876	197,267	202,766
Cash Payments by Type		78,285	78,285	78,285	78,285	78,285	78,285	78,285	78,285	78,285	78,285	78,285	78,285	939,422	1,015,076	1,104,164
Other Cash Flows/Payments by Type																
Capital assets		7,076	7,076	7,076	7,076	7,076	7,076	7,076	7,076	7,076	7,076	7,076	7,076	84,909	74,471	43,112
Repayment of borrowing		-	-	-	-	-	2,006	-	-	-	-	-	2,006	4,012	4,012	4,012
Total Cash Payments by Type		85,361	85,361	85,361	85,361	85,361	87,367	85,361	85,361	85,361	85,361	85,361	87,367	1,028,343	1,093,559	1,151,287
NET INCREASE/(DECREASE) IN CASH HELD		(6,058)	(6,058)	13,507	(6,058)	(6,058)	17,643	(6,058)	(6,058)	13,507	(6,058)	(6,058)	27,229	23,421	(21,780)	(7,876)
Cash/cash equivalents at the month/year beginning:		187,245	181,187	175,128	188,636	182,578	176,519	194,162	188,104	182,046	195,553	189,495	183,437	187,245	210,666	188,886
Cash/cash equivalents at the month/year end:		181,187	175,128	188,636	182,578	176,519	194,162	188,104	182,046	195,553	189,495	183,437	210,666	210,666	188,886	181,010

WC022 Witzenberg - Supporting Table SB16 Adjustments Budget - monthly capital expenditure (municipal vote) - 26/02/2025

Description - Municipal Vote	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Multi-year expenditure appropriation																
Vote 1 - Financial Services	1	17	17	17	17	17	17	17	17	17	17	17	17	200	-	-
Vote 2 - Community Services		29	29	29	29	29	29	29	29	29	29	29	29	850	9,909	-
Vote 4 - Technical Services		1,613	1,613	1,613	1,613	1,613	1,613	1,613	1,613	1,613	1,613	1,613	1,613	5,642	23,386	16,370
Vote 5 - Municipal Manager		-	-	-	-	-	-	-	-	-	-	-	-	56	-	-
Capital Multi-year expenditure sub-total	3	1,659	1,659	1,659	1,659	1,659	1,659	1,659	1,659	1,659	1,659	1,659	6,244	24,493	26,279	5,300
Single-year expenditure appropriation																
Vote 1 - Financial Services		3	3	3	3	3	3	3	3	3	3	3	3	30	30	30
Vote 2 - Community Services		149	149	149	149	149	149	149	149	149	149	149	149	1,791	1,330	17,621
Vote 3 - Corporate Services		97	97	97	97	97	97	97	97	97	97	97	97	2,817	3,889	1,260
Vote 4 - Technical Services		1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	20,311	54,598	33,084
Vote 5 - Municipal Manager		3	3	3	3	3	3	3	3	3	3	3	3	30	30	30
Capital single-year expenditure sub-total	3	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	23,283	60,339	35,734	28,623
Total Capital Expenditure	2	3,395	3,395	3,395	3,395	3,395	3,395	3,395	3,395	3,395	3,395	3,395	29,527	84,832	62,013	33,923

WC022 Witzenberg - Supporting Table SB17 Adjustments Budget - monthly capital expenditure (functional classification) - 26/02/2025

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Capital Expenditure - Functional																
Governance and administration		137	137	137	137	137	137	137	137	137	137	137	5,753	7,256	2,680	2,785
Executive and council		18	18	18	18	18	18	18	18	18	18	18	74	273	650	150
Finance and administration		119	119	119	119	119	119	119	119	119	119	119	5,679	6,983	2,030	2,635
Community and public safety		193	193	193	193	193	193	193	193	193	193	193	693	2,811	11,509	17,591
Community and social services		92	92	92	92	92	92	92	92	92	92	92	1,100	–	–	–
Sport and recreation		55	55	55	55	55	55	55	55	55	55	55	1,161	10,709	17,591	–
Public safety		46	46	46	46	46	46	46	46	46	46	46	550	800	–	–
Economic and environmental services		855	855	905	855	855	905	855	855	905	855	855	992	10,546	18,287	14,495
Planning and development		–	–	50	–	–	50	–	–	50	–	–	50	200	–	–
Road transport		855	855	855	855	855	855	855	855	855	855	855	942	10,346	18,287	14,495
Trading services		2,211	2,211	8,147	2,211	2,211	8,147	2,211	2,211	8,147	2,211	2,211	22,176	64,306	41,995	8,240
Energy sources		530	530	530	530	530	530	530	530	530	530	530	10,680	16,509	25,142	6,018
Water management		167	167	6,104	167	167	6,104	167	167	6,104	167	167	6,404	26,053	12,193	1,507
Waste water management		1,438	1,438	1,438	1,438	1,438	1,438	1,438	1,438	1,438	1,438	1,438	4,916	20,734	4,560	614
Waste management		76	76	76	76	76	76	76	76	76	76	76	1,011	100	100	100
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Capital Expenditure - Functional		3,395	3,395	9,382	3,395	3,395	9,382	3,395	3,395	9,382	3,395	3,395	29,613	84,919	74,471	43,112

WC022 Witzenberg - Supporting Table SB18a Adjustments Budget - capital expenditure on new assets by asset class - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjuts.	Total Adjuts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
Capital expenditure on new assets by Asset Class/Sub-class												
Infrastructure		22,898	23,513	–	–	–	–	(109)	(109)	23,405	14,795	1,747
Roads Infrastructure		1,532	1,532	–	–	–	–	(1,332)	(1,332)	200	1,830	307
Roads		1,332	1,332	–	–	–	–	(1,332)	(1,332)	–	1,780	307
Road Structures		200	200	–	–	–	–	–	–	200	50	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–	1,780	307
Storm water Conveyance		–	–	–	–	–	–	–	–	–	1,780	307
Electrical Infrastructure		–	–	–	–	–	–	–	–	–	574	518
MV Networks		–	–	–	–	–	–	–	–	–	574	518
Water Supply Infrastructure		21,265	21,265	–	–	–	–	523	523	21,789	8,832	307
Boreholes		–	–	–	–	–	–	223	223	223	–	–
Reservoirs		–	–	–	–	–	–	–	–	–	7,052	–
Bulk Mains		21,265	21,265	–	–	–	–	300	300	21,565	–	–
Distribution		–	–	–	–	–	–	–	–	–	1,780	307
Sanitation Infrastructure		–	162	–	–	–	–	700	700	862	1,780	307
Reticulation		–	–	–	–	–	–	700	700	700	1,780	307
Toilet Facilities		–	162	–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		100	554	–	–	–	–	–	–	554	–	–
Landfill Sites		–	201	–	–	–	–	–	–	201	–	–
Waste Drop-off Points		100	353	–	–	–	–	–	–	353	–	–
Community Assets		1,000	1,000	–	–	–	–	–	–	1,000	430	17,391
Community Facilities		1,000	1,000	–	–	–	–	–	–	1,000	200	–
Libraries		1,000	1,000	–	–	–	–	–	–	1,000	–	–
Parks		–	–	–	–	–	–	–	–	–	200	–
Sport and Recreation Facilities		–	–	–	–	–	–	–	–	–	230	17,391
Outdoor Facilities		–	–	–	–	–	–	–	–	–	230	17,391
Other assets		–	–	–	–	–	–	2,720	2,720	2,720	–	–
Operational Buildings		–	–	–	–	–	–	2,720	2,720	2,720	–	–
Municipal Offices		–	–	–	–	–	–	2,720	2,720	2,720	–	–
Intangible Assets		80	363	–	–	–	–	–	–	363	–	–
Licences and Rights		80	363	–	–	–	–	–	–	363	–	–
Computer Software and Applications		80	363	–	–	–	–	–	–	363	–	–
Computer Equipment		350	410	–	–	–	–	–	–	410	330	335
Computer Equipment		350	410	–	–	–	–	–	–	410	330	335
Furniture and Office Equipment		516	583	–	–	–	–	(10)	(10)	573	750	400
Furniture and Office Equipment		516	583	–	–	–	–	(10)	(10)	573	750	400
Machinery and Equipment		950	999	–	–	–	–	100	100	1,099	1,220	550
Machinery and Equipment		950	999	–	–	–	–	100	100	1,099	1,220	550
Transport Assets		1,000	2,040	–	–	–	–	800	800	2,840	1,650	2,000
Transport Assets		1,000	2,040	–	–	–	–	800	800	2,840	1,650	2,000
Total Capital Expenditure on new assets to be adjusted	1	26,794	28,908	–	–	–	–	3,501	3,501	32,409	19,175	22,423

WC022 Witzenberg - Supporting Table SB18b Adjustments Budget - capital expenditure on renewal of existing assets by asset class - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H	2025/26	2026/27
R thousands												
Capital expenditure on renewal of existing assets by Asset Class/Sub-class												
Infrastructure		8,500	13,704	-	-	-	-	2,778	2,778	16,483	7,000	7,000
Roads Infrastructure		5,000	9,454	-	-	-	-	-	-	9,454	4,000	5,000
Roads		5,000	9,454	-	-	-	-	-	-	9,454	4,000	5,000
Storm water Infrastructure		-	-	-	-	-	-	2,778	2,778	2,778	-	-
Storm water Conveyance		-	-	-	-	-	-	2,778	2,778	2,778	-	-
Electrical Infrastructure		500	500	-	-	-	-	-	-	500	1,000	1,000
MV Networks		500	500	-	-	-	-	-	-	500	1,000	1,000
Water Supply Infrastructure		750	750	-	-	-	-	-	-	750	1,000	1,000
Distribution		750	750	-	-	-	-	-	-	750	1,000	1,000
Sanitation Infrastructure		2,250	3,000	-	-	-	-	-	-	3,000	1,000	-
Reticulation		1,000	1,000	-	-	-	-	-	-	1,000	1,000	-
Waste Water Treatment Works		1,250	2,000	-	-	-	-	-	-	2,000	-	-
Community Assets		450	450	-	-	-	-	-	-	450	-	-
Sport and Recreation Facilities		450	450	-	-	-	-	-	-	450	-	-
Outdoor Facilities		450	450	-	-	-	-	-	-	450	-	-
Total Capital Expenditure on renewal of existing assets to be adjusted	1	8,950	14,154	-	-	-	-	2,778	2,778	16,933	7,000	7,000

WC022 Witzenberg - Supporting Table SB18c Adjustments Budget - expenditure on repairs and maintenance by asset class - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget A	Prior Adjusted 7 A1	Accum. Funds 8 B	Multi-year capital 9 C	Unfore. Unavoid. 10 D	Nat. or Prov. Govt 11 E	Other Adjts. 12 F	Total Adjts. 13 G	Adjusted Budget 14 H	Adjusted Budget	Adjusted Budget
R thousands												
Repairs and maintenance expenditure by Asset Class/Sub-class												
Infrastructure		25,463	16,460	–	–	–	–	363	363	16,823	26,807	28,115
Roads Infrastructure		13,159	6,765	–	–	–	–	217	217	6,962	13,764	14,397
Roads		11,976	5,582	–	–	–	–	217	217	5,799	12,527	13,103
Road Furniture		1,183	1,183	–	–	–	–	–	–	1,183	1,238	1,294
Storm water Infrastructure		1,535	194	–	–	–	–	43	43	238	1,673	1,823
Storm water Conveyance		1,535	194	–	–	–	–	43	43	238	1,673	1,823
Electrical Infrastructure		2,358	2,276	–	–	–	–	–	–	2,276	2,467	2,580
HV Substations		15	–	–	–	–	–	–	–	–	16	17
MV Substations		1,028	995	–	–	–	–	–	–	995	1,075	1,124
MV Switching Stations		0	–	–	–	–	–	–	–	–	0	0
MV Networks		723	711	–	–	–	–	–	–	711	756	791
LV Networks		592	570	–	–	–	–	–	–	570	619	647
Water Supply Infrastructure		2,860	2,720	–	–	–	–	–	–	2,720	2,766	2,893
Dams and Weirs		1,286	1,745	–	–	–	–	–	–	1,745	1,345	1,407
Boreholes		398	298	–	–	–	–	–	–	298	416	435
Pump Stations		59	59	–	–	–	–	–	–	59	62	65
Water Treatment Works		118	118	–	–	–	–	–	–	118	124	129
Bulk Mains		520	100	–	–	–	–	–	–	100	562	588
Distribution		350	400	–	–	–	–	–	–	400	122	128
Distribution Points		130	–	–	–	–	–	–	–	–	135	142
Sanitation Infrastructure		5,551	4,505	–	–	–	–	102	102	4,607	6,138	6,421
Reticulation		2,960	2,469	–	–	–	–	102	102	2,571	2,957	3,093
Waste Water Treatment Works		2,464	1,909	–	–	–	–	–	–	1,909	3,046	3,185
Toilet Facilities		127	127	–	–	–	–	–	–	127	135	143
Community Assets		1,103	1,011	–	–	–	–	–	–	1,011	1,043	1,068
Community Facilities		680	714	–	–	–	–	–	–	714	603	611
Halls		200	180	–	–	–	–	–	–	180	200	184
Crèches		151	151	–	–	–	–	–	–	151	158	165
Libraries		31	31	–	–	–	–	–	–	31	33	34
Cemeteries/Crematoria		185	185	–	–	–	–	–	–	185	92	98
Public Ablution Facilities		32	32	–	–	–	–	–	–	32	37	42
Markets		81	135	–	–	–	–	–	–	135	84	88
Sport and Recreation Facilities		423	297	–	–	–	–	–	–	297	439	457
Indoor Facilities		155	79	–	–	–	–	–	–	79	162	170
Outdoor Facilities		268	218	–	–	–	–	–	–	218	277	287
Other assets		821	793	–	–	–	–	–	–	793	851	882
Operational Buildings		559	531	–	–	–	–	–	–	531	577	595
Municipal Offices		559	531	–	–	–	–	–	–	531	577	595
Housing		262	262	–	–	–	–	–	–	262	274	287
Social Housing		262	262	–	–	–	–	–	–	262	274	287
Computer Equipment		182	172	–	–	–	–	–	–	172	191	199
Computer Equipment		182	172	–	–	–	–	–	–	172	191	199
Furniture and Office Equipment		61	35	–	–	–	–	–	–	35	64	67
Furniture and Office Equipment		61	35	–	–	–	–	–	–	35	64	67
Machinery and Equipment		314	314	–	–	–	–	–	–	314	329	344
Machinery and Equipment		314	314	–	–	–	–	–	–	314	329	344
Transport Assets		3,439	3,845	–	–	–	–	–	–	3,845	3,602	3,763
Transport Assets		3,439	3,845	–	–	–	–	–	–	3,845	3,602	3,763
Total Repairs and Maintenance Expenditure to be adjusted	1	31,384	22,631	–	–	–	–	363	363	22,993	32,886	34,438

WC022 Witzenberg - Supporting Table SB18d Adjustments Budget - depreciation by asset class - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1 2025/26	Budget Year +2 2026/27
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjuts.	Total Adjuts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
Depreciation by Asset Class/Sub-class												
Infrastructure		38,394	38,394	–	–	–	–	–	–	38,394	23,494	23,494
Roads Infrastructure		4,758	4,758	–	–	–	–	–	–	4,758	4,758	4,758
Roads		558	558	–	–	–	–	–	–	558	558	558
Road Structures		2,100	2,100	–	–	–	–	–	–	2,100	2,100	2,100
Road Furniture		2,100	2,100	–	–	–	–	–	–	2,100	2,100	2,100
Storm water Infrastructure		2,091	2,091	–	–	–	–	–	–	2,091	2,091	2,091
Drainage Collection		507	507	–	–	–	–	–	–	507	507	507
Storm water Conveyance		1,077	1,077	–	–	–	–	–	–	1,077	1,077	1,077
Attenuation		507	507	–	–	–	–	–	–	507	507	507
Electrical Infrastructure		3,912	3,912	–	–	–	–	–	–	3,912	3,912	3,912
HV Substations		474	474	–	–	–	–	–	–	474	474	474
HV Switching Station		474	474	–	–	–	–	–	–	474	474	474
HV Transmission Conductors		474	474	–	–	–	–	–	–	474	474	474
MV Substations		474	474	–	–	–	–	–	–	474	474	474
MV Switching Stations		474	474	–	–	–	–	–	–	474	474	474
MV Networks		591	591	–	–	–	–	–	–	591	591	591
LV Networks		474	474	–	–	–	–	–	–	474	474	474
Capital Spares		474	474	–	–	–	–	–	–	474	474	474
Water Supply Infrastructure		5,434	5,434	–	–	–	–	–	–	5,434	5,434	5,434
Dams and Weirs		407	407	–	–	–	–	–	–	407	407	407
Boreholes		407	407	–	–	–	–	–	–	407	407	407
Reservoirs		407	407	–	–	–	–	–	–	407	407	407
Pump Stations		407	407	–	–	–	–	–	–	407	407	407
Water Treatment Works		407	407	–	–	–	–	–	–	407	407	407
Bulk Mains		100	100	–	–	–	–	–	–	100	100	100
Distribution		1,100	1,100	–	–	–	–	–	–	1,100	1,100	1,100
Distribution Points		1,100	1,100	–	–	–	–	–	–	1,100	1,100	1,100
PRV Stations		1,100	1,100	–	–	–	–	–	–	1,100	1,100	1,100
Sanitation Infrastructure		5,559	5,559	–	–	–	–	–	–	5,559	5,559	5,559
Pump Station		100	100	–	–	–	–	–	–	100	100	100
Retiulation		1,200	1,200	–	–	–	–	–	–	1,200	1,200	1,200
Waste Water Treatment Works		1,200	1,200	–	–	–	–	–	–	1,200	1,200	1,200
Outfall Sewers		1,200	1,200	–	–	–	–	–	–	1,200	1,200	1,200
Toilet Facilities		1,859	1,859	–	–	–	–	–	–	1,859	1,859	1,859
Solid Waste Infrastructure		16,640	16,640	–	–	–	–	–	–	16,640	1,740	1,740
Landfill Sites		15,000	15,000	–	–	–	–	–	–	15,000	100	100
Waste Transfer Stations		328	328	–	–	–	–	–	–	328	328	328
Waste Processing Facilities		328	328	–	–	–	–	–	–	328	328	328
Waste Drop-off Points		328	328	–	–	–	–	–	–	328	328	328
Waste Separation Facilities		328	328	–	–	–	–	–	–	328	328	328
Electricity Generation Facilities		328	328	–	–	–	–	–	–	328	328	328
Community Assets		3,527	3,527	–	–	–	–	–	–	3,527	3,527	3,527
Community Facilities		2,079	2,079	–	–	–	–	–	–	2,079	2,079	2,079
Halls		1,422	1,422	–	–	–	–	–	–	1,422	1,422	1,422
Libraries		385	385	–	–	–	–	–	–	385	385	385
Cemeteries/Crematoria		13	13	–	–	–	–	–	–	13	13	13
Public Open Space		260	260	–	–	–	–	–	–	260	260	260
Sport and Recreation Facilities		1,448	1,448	–	–	–	–	–	–	1,448	1,448	1,448
Outdoor Facilities		1,448	1,448	–	–	–	–	–	–	1,448	1,448	1,448
Investment properties		742	742	–	–	–	–	–	–	742	742	742
Revenue Generating		371	371	–	–	–	–	–	–	371	371	371
Improved Property		185	185	–	–	–	–	–	–	185	185	185
Unimproved Property		185	185	–	–	–	–	–	–	185	185	185
Non-revenue Generating		371	371	–	–	–	–	–	–	371	371	371
Improved Property		185	185	–	–	–	–	–	–	185	185	185
Unimproved Property		185	185	–	–	–	–	–	–	185	185	185
Intangible Assets		128	128	–	–	–	–	–	–	128	128	128
Licences and Rights		128	128	–	–	–	–	–	–	128	128	128
Water Rights		17	17	–	–	–	–	–	–	17	17	17
Computer Software and Applications		111	111	–	–	–	–	–	–	111	111	111
Computer Equipment		2,373	2,373	–	–	–	–	–	–	2,373	2,373	2,373
Computer Equipment		2,373	2,373	–	–	–	–	–	–	2,373	2,373	2,373
Furniture and Office Equipment		630	630	–	–	–	–	–	–	630	1,584	1,635
Furniture and Office Equipment		630	630	–	–	–	–	–	–	630	1,584	1,635
Machinery and Equipment		1,505	1,505	–	–	–	–	–	–	1,505	1,505	1,505
Machinery and Equipment		1,505	1,505	–	–	–	–	–	–	1,505	1,505	1,505
Transport Assets		6,921	6,921	–	–	–	–	–	–	6,921	6,921	6,921
Transport Assets		6,921	6,921	–	–	–	–	–	–	6,921	6,921	6,921
Total Depreciation to be adjusted	1	54,219	54,219	–	–	–	–	–	–	54,219	40,273	40,233

WC022 Witzenberg - Adjustments Budget - capital expenditure on upgrading of existing assets by asset class - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class												
Infrastructure		48,721	48,727	-	-	-	-	(14,970)	(14,970)	33,757	38,136	13,688
Roads Infrastructure		585	585	-	-	-	-	(13)	(13)	572	12,457	9,188
Roads		100	100	-	-	-	-	(13)	(13)	87	12,457	9,188
Road Structures		485	485	-	-	-	-	-	-	485	-	-
Storm water Infrastructure		450	450	-	-	-	-	-	-	450	-	-
Storm water Conveyance		450	450	-	-	-	-	-	-	450	-	-
Electrical Infrastructure		30,702	30,709	-	-	-	-	(14,850)	(14,850)	15,859	23,318	4,300
HV Substations		25,000	25,000	-	-	-	-	(15,000)	(15,000)	10,000	15,000	-
MV Substations		500	920	-	-	-	-	-	-	920	1,630	1,400
MV Networks		1,609	1,309	-	-	-	-	-	-	1,309	2,500	2,400
LV Networks		3,593	3,480	-	-	-	-	150	150	3,630	4,188	500
Water Supply Infrastructure		3,340	3,340	-	-	-	-	(107)	(107)	3,233	2,361	200
Water Treatment Works		500	500	-	-	-	-	-	-	500	500	200
Distribution		2,840	2,840	-	-	-	-	(107)	(107)	2,733	1,861	-
Sanitation Infrastructure		13,643	13,643	-	-	-	-	-	-	13,643	-	-
Waste Water Treatment Works		13,643	13,643	-	-	-	-	-	-	13,643	-	-
Community Assets		100	100	-	-	-	-	500	500	600	9,559	-
Community Facilities		100	100	-	-	-	-	-	-	100	-	-
Cemeteries/Crematoria		100	100	-	-	-	-	-	-	100	-	-
Sport and Recreation Facilities		-	-	-	-	-	-	500	500	500	9,559	-
Outdoor Facilities		-	-	-	-	-	-	500	500	500	9,559	-
Other assets		600	1,020	-	-	-	-	-	-	1,020	600	-
Operational Buildings		600	1,020	-	-	-	-	-	-	1,020	600	-
Municipal Offices		300	720	-	-	-	-	-	-	720	300	-
Workshops		300	300	-	-	-	-	-	-	300	300	-
Intangible Assets		200	200	-	-	-	-	-	-	200	-	-
Licences and Rights		200	200	-	-	-	-	-	-	200	-	-
Computer Software and Applications		200	200	-	-	-	-	-	-	200	-	-
Total Capital Expenditure on upgrading of existing assets to be adjusted	1	49,621	50,047	-	-	-	-	(14,470)	(14,470)	35,577	48,295	13,688

WC022 Witzenberg - Supporting Table SB19 List of capital programmes and projects affected by Adjustments Budget - 26/02/2025

Municipal Vote/Capital project	Program/Project description	Project number	IDP Goal Code	Individually Approved Yes/No	Asset Class	Asset Sub-Class	GPS co-ordinates	Medium Term Revenue and Expenditure Framework					
								Budget Year 2024/25		Budget Year +1 2025/26		Budget Year +2 2026/27	
								Original Budget	Adjusted Budget	Original Budget	Adjusted Budget	Original Budget	Adjusted Budget
R thousand			3	6	4	4	5						
Parent municipality:													
<i>List all capital programs/projects grouped by Municipal Vote</i>													
Corporate Services	Acquisition of property for municipal offices	CAP		Yes	Other Assets	Office Buildings		-	2,720				
Technical Services	Construction of Boreholes at Landfill Site	CAP		Yes	Infrastructure	Boreholes		-	223				
Technical Services	Nduli Housing Roads	CAP		Yes	Infrastructure	Roads		1,332	-				
Technical Services	Replacement of Roads and Stormwater Infra	CAP		Yes	Infrastructure	Storm water conveyance		-	2,778				
Technical Services	Vehicle Replacement	CAP		Yes	Other Assets	Vehicles		2,040	2,840				
Technical Services	Bulk Waste Container	CAP		Yes	Other Assets	Plant & Equipments		-	100				
Technical Services	Network Schoonvlei	Cap		Yes	Infrastructure	Water Supply		-	300				
Technical Services	Network Schoonvlei	Cap		Yes	Infrastructure	Sewerage reticulation		-	700				
Community Services	Upgrade of Sport Facilities	Cap		Yes	Community Assets	Sport & Recreation		-	500				
Municipal Manager	Capex Office Equipment	Cap		Yes	Other Assets	Office Equipment		66	56				
Technical Services	Capex Nduli upgrade and replace water pipe	Cap		Yes	Infrastructure	Water Supply		2,588	2,481				
Technical Services	Capex Rehabilitation of Streets	Cap		Yes	Infrastructure	Roads		-	87				
Technical Services	Capex Taxi Rank Tulbagh	Cap		Yes	Infrastructure	Roads		100	-				
Technical Services	Capex Upgrading of Streetlights	Cap		Yes	Infrastructure	Street Lighting		-	150				
Technical Services	Capex Upgrade to Power Station	Cap		Yes	Infrastructure	Generation		25,000	10,000	-	15,000		
Entities:													
<i>List all capital programs/projects grouped by Municipal Entity</i>													
Entity Name													
Project name													

WC022 Witzenberg - Supporting Table SB20 Not required - 26/02/2025

Description	Ref	Budget Year 2024/25									Budget Year	Budget Year
		Original	Prior	Accum.	Multi-year	Unfore.	Nat. or Prov.	Other	Total Adjusts.	Adjusted	+1 2025/26	+2 2026/27
		Budget	Adjusted	Funds	capital	Unavoid.	Govt	Adjusts.		Budget	Adjusted	Adjusted
		A	3 A1	4 B	5 C	6 D	8 E	9 F	10 G	11 H	Budget	Budget
R thousands												
Revenue By Municipal Entity												
Entity 1 total revenue									-	-		
Entity 2 total revenue									-	-		
Entity 3 (etc) total revenue									-	-		
									-	-		
									-	-		
									-	-		
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Performance,
Risk and Audit Committee Charter
2024-2025

Revision History

No	Reviewed by	Council approval
1	2017-2018: Performance Risk and Audit Committee	Approved by Council 26 July 2017, resolution 8.16
2	2018-2019: Performance Risk and Audit Committee	Approved by Council 31 October 2018, resolution 8.17
3	2019-2020: Performance Risk and Audit Committee	Approved by Council 30 October 2019, resolution 8.1.17
4	2020-2021: Performance Risk and Audit Committee	Approved by Council 25 November 2020, resolution 8.1.3
5	2022-2023: Performance Risk and Audit Committee	Approved by Council 25 January 2023, resolution 4.8
6	2023-2024: Performance Risk and Audit Committee	Approved by Council 24 January 2024, resolution 8.1.2
7	2024-2025: Performance Risk and Audit Committee	Approved by Council 30 September 2024, resolution 4.1.3

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1. Introduction

- (1) The Performance, Risk and Audit Committee (PRAC) plays an important role in providing oversight of Witzenberg Municipality's governance, risk management and internal control processes. This oversight mechanism also serves to provide confidence in the integrity of these processes. The PRAC performs its role by providing independent oversight to Council and therefore the PRAC operates as a committee of the Council.
- (2) A Charter is the written terms of reference approved by the Council which outlines the mandate of the PRAC. The Charter becomes the policy of the PRAC which then informs the contracts of the PRAC members.
- (3) Section 10 of the Local Government Transition Act (Act 209 of 1993) as incorporated into the Municipal Structures Act (Act 177 of 1998) and sections 165 and 166 of the Municipal Finance Management Act (Act 56 of 2003), state that each municipality must establish an Internal Audit Unit and an Audit Committee.
- (4) The local Government Municipal and Performance Management Regulation, 2001, requires the Municipality to establish a Performance Audit Committee. The municipality may utilize its Audit Committee as the Performance Audit Committee. Members of the Performance Audit Committee must be appointed annually.
- (5) The National Treasury Risk Management Framework guideline indicates that a municipality should establish a Risk Management Committee and that where there is no separate Risk Management Committee, the risk management responsibilities of the Audit Committee should be identical to those of a Risk Management Committee.
- (6) Witzenberg Municipality has a combined Performance, Risk and Audit Committee.
- (7) The King IV Report on Corporate Governance including a supplement for municipalities, set principles and guidelines on (1) Leadership, ethics and corporate citizenship (2) Performance and reporting (3) Governing structures and delegation, (4) Governance functional areas; and (5) Stakeholder relationships.

2. Purpose of the Performance, Risk and Audit Committee Charter

- (1) The charter sets out the objective, roles and responsibilities, composition, structure and membership requirements, relations with other stakeholder, authority for the Audit Committee to conduct enquiries and access the municipality's records and personnel, outlines procedures for meetings, addresses the confidentiality and independence of PRAC members, and provides for ethical conduct and reporting.
- (2) The charter should be reviewed annually and updated to ensure relevance and consistency with the MFMA, Municipal Systems Act (No 32 of 2000), the Local Government: Municipal Structures Act, 2021 and other related regulations, guides and leading practice.
- (3) The Charter should be used as a basis for:
 - (a) Preparing the PRAC annual work plan;

- (b) Setting the agenda for meetings;
- (c) Obtaining the relevant skills and expertise when appointing PRAC members;
- (d) Setting up remuneration of PRAC members;
- (e) Making recommendations to the Municipal Manager(MM) and municipal council;
- (f) Assessing the PRAC performance by its members, municipal council, management, Auditor-General South Africa (AGSA) and internal auditors; and
- (g) Contributions and participation at meetings.

3. Legal Mandate of PRAC

- (1) The PRAC is an independent advisory body per Section 166(1) of the Municipal Finance Management Act no. 56 of 2003 (MFMA). The PRAC performs the responsibilities assigned to it in terms of Section 166 of the MFMA, the Local Government Municipal Systems Amendment Act, 2011, Act No. 3 of the Local Government: Municipal Structures Amendment Act, 2021 and the corporate governance responsibilities delegated to it under its charter by the Council.
- (2) The PRAC also fulfils the functions of a Performance Management Audit Committee constituted in terms of regulation 14(2) of the Local Government: Municipal Planning and Performance Management Regulations, 2001.
- (3) To fulfil its role, PRAC will have the following objectives in terms of section 166(2)(a) (i to ix) of the Municipal Finance Management Act of 2003:
- (4) Advise the Municipal Council, the political office-bearers, the accounting officer and the management staff of the municipality, on matters relating to:
 - (i) Internal financial control and internal audits;
 - (ii) Risk management;
 - (iii) Accounting policies;
 - (iv) The adequacy, reliability and accuracy of financial reporting and information;
 - (v) Performance management;
 - (vi) Effective governance;
 - (vii) Compliance with the MFMA, Division of Revenue Act (DoRA) and any other applicable legislation;
 - (viii) Performance evaluation; and
 - (ix) Any other issues referred to it by the municipality.
- (5) In terms of the Local Government Municipal Planning and Performance Management Regulations, 2001 a Performance Audit Committee must be appointed to fulfil the following objectives:
 - (a) To advise Council on the functionality of the performance management system;
 - (b) To advise Council whether the Performance Management System complies with the Act;

- (c) To advise Council on the extent to which the municipality's performance measures are reliable in measuring performance;
- (d) In terms of the National Treasury Framework, the objective of the Risk Management Committee is to assist the Accounting Officer in addressing its oversight requirements of risk management and evaluating and monitoring the institution's performance with regards to risk management.

4. Authority and Powers of PRAC

- (1) The PRAC shall have the authority to perform functions and to obtain any information and advice from within or outside the municipality, in order to perform its functions as legislated. Appropriate resources must be made available to the PRAC to perform its functions as agreed in this Charter.
- (2) The PRAC is also empowered to, but not limited to the following:
 - (a) Communicate with Council, Municipal Manager, internal and external auditors of the municipality;
 - (b) Have access to municipal records containing information that is needed to perform its duties or exercise its powers;
 - (c) Obtain outside legal or other independent professional advice and to secure the attendance of outsiders with relevant experience and expertise if it considers this necessary. Any such appointment should be made subject to the approval of the Municipal Manager and Supply Chain Management (SCM) tender process;
 - (d) Request any relevant person to attend any of its meetings, and if necessary to provide information requested by the PRAC;
 - (e) Resolve any disagreements between management and the External Auditors;
 - (f) Pre-approve all auditing and non-audit services; and
 - (g) Conduct investigations into the financial affairs of the municipality.

5. Composition of PRAC

- (1) Section 166(4)(a) of the MFMA states that "an Audit Committee must consist of at least three persons, of whom the majority may not be in the employ of the municipality".
- (2) The Witzenberg Municipality's PRAC will comprise of five independent members with appropriate experience and skills, which are not in the employ of the municipality, to enable the committee to discharge the responsibilities set out in Section 166(2) of the MFMA and Regulation 14(4) of the Local Government: Municipal Planning and Performance Management Regulations, 2001.

6. Selection and Appointment of Members

- (1) In terms of Section 166(5) of the MFMA and Regulation 14(2)(a) to (d) of the Local Government: Municipal Planning and Performance Management Regulations, 2001, the members of the PRAC must be appointed by Council.
- (2) A PRAC member should be a resident within a 200 km radius of Witzenberg Municipality's Head Office in Ceres.
- (3) The appointed PRAC members should collectively possess the following skills:
 - (a) Private and public sector experience;
 - (b) An understanding of the service delivery priorities;
 - (c) Good governance and/or financial management experience;
 - (d) An understanding of the role of Council and councillors;
 - (e) An understanding of the operation of the municipality'
 - (f) A familiarity with risk management practises;
 - (g) An understanding of internal controls;
 - (h) An understanding of major accounting practises and public sector reporting requirements;
 - (i) An understanding of public sector reforms;
 - (j) Familiarity with legislation applicable to municipalities
 - (k) An understanding of the roles and responsibilities of internal and external auditors
 - (l) Understanding of the treatment of allegations and investigation; and
 - (m) An understanding of the performance management systems.
- (4) PRAC members must ensure that they serve on no more than a total of three Local Government Audit Committees concurrently (in compliance with National Treasury's MFMA Circular 65), and failure to comply will result in dismissal from the PRAC.
- (5) The Chief Internal Audit Executive facilitates the selection process of the PRAC members and the PRAC Chairperson.
- (6) MFMA Circular 65 provides guidance relating to the qualities and factors which should be considered amongst others when appointing an Audit Committee Chairperson:
 - (a) Has good standing and ability to lead discussions
 - (b) Creates vision and provides direction at meetings
 - (c) Builds municipal capabilities by guiding management based on expert knowledge and skills
 - (d) Promotes and achieve quality outcomes at meetings
 - (e) Has the ability to speedily and effectively advise Council on any impending non-compliance with the legislative framework
 - (f) Has the ability to encourage other members to participate in Audit Committee meetings and
 - (g) Conducts meetings in a manner that demonstrates a desire to establish effective communication with all stakeholders.

- (7) In the event that a PRAC Chairperson has not yet been appointed by Council, the PRAC members may appoint an interim Chairperson until the appointment is finalised.
- (8) No councillor may be a member of PRAC.
- (9) One of the members who are not in the employ of the municipality must be appointed by Council as the chairperson of PRAC.
- (10) The appointed members should enter into a final written contract with the municipality according to the approved terms of reference.

7. Membership and independence

- (1) The PRAC must be independent and safeguarded from undue influence in exercising its responsibilities in an objective manner. To enhance the PRAC functioning, the following is required:
 - (a) The PRAC is directly accountable to Council in discharging its responsibilities
 - (b) The Chairperson of the PRAC and members should be independent of the municipality.
 - (c) The Chairperson of the PRAC and members should not be biased but exhibit an independence of mental attitude during deliberations;
 - (d) All PRAC members should declare private and business interest in every meeting.
 - (e) All members should not carry out any business with the municipality.

8. Induction of Members

- (1) A formal process of induction will be facilitated by the Chief Internal Audit Executive in consultation with the Accounting Officer. During induction of members, the roles and responsibilities of the PRAC must be clarified.
- (2) The induction process should entail sufficient briefings and information on their roles, responsibilities, accountability and management expectations.

9. Term of office

- (1) The chairperson and members of the PRAC are appointed for a period of three years subject to annual reappointment during the three-year term.
- (2) Council may consider extending the term of a member who is a permanent resident of the Witzenberg area should local residents not be represented on the committee.
- (3) A member of the PRAC shall not serve for longer than two consecutive terms of three years each.
- (4) After serving two consecutive terms of three years, a cooling-off period of two years may be instituted, before appointing the same member to the PRAC committee.

Recruitment of members should be staggered to prevent a loss of knowledge and skills in the PRAC. The recruitment process of new members should be concluded at least three months in advance of the expiry of existing members term.

10. Termination of membership

- (1) PRAC members can be dismissed by the Municipal Council under certain circumstances. The Municipal Manager or Council should consult the Charter when dismissing member of the PRAC. Reasons for dismissal amongst other would be normally detailed in the letter of appointment and contract agreement, such as:
 - (a) where an ongoing conflict of interest exists;
 - (b) where a member has not performed to expectations,
 - (c) a member has been declared bankrupt,
 - (d) a member was found guilty of fraud or corruption; and
 - (e) any offence of which dishonesty is an element.
- (2) The official dismissal processes as they relate to the municipality should be adhered to by the Municipal Manager and Municipal Council when an PRAC member is being dismissed.
- (3) The dismissal of a member should be performed by the Municipal Council and the outcome of the dismissal process should be in writing. The date of dismissal should be minuted by the secretariat of the PRAC.
- (4) A Member who is absent from three or more consecutive PRAC meetings may be removed from office.
- (5) The committee members shall have the opportunity to have an exit meeting with the council to discuss the reason for leaving and to provide feedback on their experience on the PRAC committee as well as any other issues.
- (6) The official dismissal processes as they relate to the municipality shall be adhered to by the Accounting Officer and the Municipal Council when a PRAC member is being dismissed.
- (7) The dismissal of a member will be performed by the Municipal Council and the outcome of the dismissal process will be in writing.
- (8) The Executive Mayor must concur with any premature termination of services of a member of PRAC.

11. Vacancy

In the event of a vacancy occurring amongst the members of PRAC, the municipality may fill that vacancy for the unexpired portion of the vacating member's term of appointment.

12. Role and Responsibilities of PRAC

- (1) PRAC will assist Council by providing inputs to ensure effective systems that complement service delivery, safeguarding of municipal assets, the maintenance of financial records, risk management, corporate governance and an effective internal control system.
- (2) PRAC shall consider any matters relating to the financial affairs, performance information, the internal Audit functions and external audit of the municipality, which is desirable. PRAC shall also investigate any other matters referred to it by Council or the Municipal Manager, provided that such request is legitimate and within the scope of PRAC's duties.

- (3) To reach the objectives, PRAC will have the following functions as prescribed in section 166 (2) (a)–(e) of the Municipal Finance Management Act, 2003, Local Government Municipal and Performance Management Regulations, 2001 and the National Treasury Risk Management Framework.

(a) INTERNAL AUDIT FUNCTION

- (i) The PRAC must in relation to internal audit review and advise management and Council:
 - (1) That the Internal Audit Charter, independence and activities of the internal audit unit are clearly understood and respond to the objectives of the municipality and the legal framework;
 - (2) That the functional and administrative reporting lines of the internal audit unit are consistent with the principles of independence and accountability;
 - (3) That the annual audit plan makes provision for critical risk areas in the municipality;
 - (4) That the resources allocated will give effect to the work outputs of the internal audit function; and
 - (5) That there is support for the internal audit function and external auditors from senior management.
- (ii) The PRAC must:
 - (1) Liaise with management that internal audit findings are submitted to the PRAC quarterly;
 - (2) Confirm actions taken by management in relation to audit findings;
 - (3) Consider and review reports relating to difficulties encountered during the course of the audit engagement, including any scope limitation or access to information reported to the accounting officer that remain unresolved;
 - (4) Evaluate the performance of the internal audit function in terms of the agreed goals and objectives as captured in the internal audit plan; and
 - (5) Conduct a high-level review of internal audit function on an annual basis, to ascertain whether the internal audit function complies with the Global internal audit standards;
 - (6) Work with senior management to enable the internal audit function's unrestricted access to the data, records, information, personnel and physical properties necessary to fulfil the internal audit mandate.
 - (7) Support the Chief Internal Audit Executive through regular, direct communications.
 - (8) Demonstrate support by:
 - Specifying that the Chief internal Audit Executive reports to a level within the organization that allows the internal audit function to fulfil the internal audit mandate.
 - Approving the internal audit charter, internal audit plan, budget and resource plan.
 - Making appropriate inquiries of senior management and the Chief Internal Audit Executive to determine any restrictions on the internal audit functions' scope, access,

authority, or resources limit the function's ability to carry out its responsibilities effectively.

- Meeting periodically with the Chief Internal Audit Executive in sessions without senior management present.

(b) EXTERNAL AUDIT

PRAC must in relation to external audit:

- (1) Take cognizance of the scope of work undertaken by the external auditor and the extent of coordination with the internal audit function;
- (2) Review and recommend the acceptance of the annual external audit plans, audit fees and other compensation;
- (3) Review reports and monitor management's implementation of audit recommendations and municipal council resolutions in the new financial year;
- (4) Review the report on the financial statements and matters raised therein for reasonability and accuracy;
- (5) Review any interim reports issued to take cognizance of the issues raised in determining the follow-up work of internal audit;
- (6) Conduct a review of the extent to which previously reported findings by the external auditor have been addressed by the municipal council;
- (7) Provide advice to the accounting officer on actions taken relating to significant matters raised in external audit reports;
- (8) Liaise with the external auditors on any matter that the PRAC considers appropriate to raise with the external auditor;
- (9) Ensure that the external auditors have reasonable access to the management and chairperson of the PRAC;
- (10) Address any potential restrictions or limitations with the accounting officer and council; and
- (11) Address outstanding matters raised by the external auditors and any findings are dealt with conclusively in an expeditious manner.

(c) FINANCIAL MATTERS AND STATEMENTS

To advise the Council on all matters related to compliance and effective governance;

- (1) To review the annual financial statements and to provide Council with an authoritative and credible view of the financial position of the municipality, its efficiency and its overall level of compliance with the MFMA, the annual DoRA and other applicable legislation;
- (2) Respond to the Council on any issues raised by the Auditor-General in the audit report;
- (3) Carry out such investigations into the financial affairs of the municipality as Council may request;
- (4) To perform such other functions as may be prescribed to it by Council;
- (5) To review the quarterly reports submitted to it by the internal audit function;
- (6) To evaluate audit reports on financial, administrative and technical systems;
- (7) To evaluate compliance with existing policies and relevant legislation;
- (8) To evaluate audited financial statements and reports about the procurement of items and services;
- (9) The compilation of reports to Council, at least twice during a financial year;
- (10) To review significant transactions that do not normally form part of the Council's business;
- (11) To review the disaster recovery plans;
- (12) To review the annual report of the municipality;
- (13) Review and advise the Council on changes in the accounting policies;
- (14) Making recommendations to the Council and also carrying out its responsibility to implement the recommendations that are within the scope of PRAC;
- (15) Investigate any matter it deems necessary for the performance of its duties and the exercise of its powers;
- (16) Review the plans of the Internal Audit function and in so doing; ensure that the plan addresses the high-risk areas and that adequate resources are available;
- (17) Review audit results and action plans implemented by management;
- (18) Provide support to the Internal Audit function;
- (19) Meet with Internal Audit and Auditor-General at least once a year without management being present;
- (20) Ensure that no restrictions or limitations are placed on the internal audit unit;
- (21) Evaluate the activities of the Internal Audit unit in terms of their role as prescribed by the legislation; and
- (22) Review the proposed budget for the following year.

(d) PERFORMANCE MANAGEMENT

- (i) PRAC may in terms 14(3)(c) for the local Government: Municipal planning and performance management regulations, 2001, determine its procedures after consultation with the executive mayor or the executive committee on matters that relate to Performance Management.

- (ii) In terms of the Local Government: Municipal Planning and Performance Management Regulations, 2001, a performance audit committee must -
 - (1) review the quarterly Performance Management reports submitted by Internal Audit,
 - (2) review the municipality's performance management system and make recommendations in this regard to the council of the municipality; and
 - (3) at least twice during a financial year submit an audit report to the municipal council concerned.
- (iii) In reviewing the municipality's performance management system, PRAC must focus on the economy, efficiency, effectiveness and impact in so far as the key performance indicators and performance targets set by the municipality are concerned.
- (iv) PRAC may-
 - (1) communicate directly with the council, municipal manager or the internal and external auditors of the municipality concerned;
 - (2) access any municipal records containing information that is needed to perform its duties or exercise its powers;
 - (3) request any relevant person to attend any of its meetings, and, if necessary to provide the information requested by the committee; and
 - (4) investigate any matter it deems necessary for the performance of its duties and the exercise of its powers.

(e) RISK MANAGEMENT

In discharging its oversight responsibilities relating to risk management, PRAC should:

- (1) Gain a thorough understanding of the risk management policy, risk management strategy, risk management implementation plan, and fraud risk management policy of the institution to enable them to add value to the risk management process when making recommendations to improve the process;
- (2) Review the risk appetite and risk tolerance, and recommends this for approval by the Accounting Officer;
- (3) Review the completeness of the risk assessment process implemented by management to ensure that all possible categories of risks, both internal and external to the institution, have been identified during the risk assessment process. This includes an awareness of emerging risks of the institution.
- (4) Review the risk profile and management action plans to address the risks;
- (5) Review the adequacy of adopted risk responses;
- (6) Monitor the progress made with the management action plan;
- (7) Review the progress made with regard to the implementation of the risk management strategy of the institution;

- (8) Facilitate and monitor the coordination of all assurance activities implemented by the institution;
- (9) Review and recommend any risk disclosures in the annual financial statements;
- (10) Provide regular feedback to the Accounting Officer on the effectiveness of the risk management process implemented by the institution;
- (11) Review the process implemented by Management in respect of fraud prevention and ensure that all fraud-related incidents have been followed up appropriately;
- (12) Review that the internal audit plans are aligned to the risk profile of the institution;
- (13) Review the effectiveness of the internal audit assurance activities and recommend appropriate action to address any shortcomings.

(f) DISCIPLINARY BOARD FOR FINANCIAL MISCONDUCT

- (1) In terms of the *Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, of 30 May 2014*, each municipality is required to establish a disciplinary board for financial misconduct. In terms of the MFMA financial misconduct means any act referred to in Section 171 or 172 of the Municipal Finance Management Act. The purpose of the board is to investigate allegations of financial misconduct referred to the disciplinary board by Council and to monitor the institution of disciplinary proceedings against an alleged transgressor. The disciplinary board is an independent advisory body that assists the Council and provides recommendations on further steps to be taken regarding disciplinary proceedings. The board must consist of a maximum of five members appointed.
- (2) In terms of the regulation Council has approved the appointment of the following five members on a part-time basis:
 - (a) The head of the internal audit unit within the municipality;
 - (b) One member of the audit committee of the municipality;
 - (c) A senior manager from the legal division in the municipality;
 - (d) A representative of the National Treasury or the Provincial Treasury;
 - (e) Any other person as may be determined by the municipal council; and
 - (f) The Chairperson of PRAC or a nominee will attend the Disciplinary Board meetings as and when required.

(g) INTERNAL CONTROL ENVIRONMENT

The PRAC members need to have a good understanding of the internal control environment, in fulfilling this responsibility the committee should:

- (1) ensure that management follows a sound process to draw conclusions on the adequacy and effectiveness of the system of internal control;
- (2) establish whether management has relevant policies and procedures in place and that these are adequate, effective and regularly updated;

- (3) determine whether appropriate processes are followed and complied with on a regular basis;
- (4) consider measures applied on any required changes to the design or implementation of internal controls;
- (5) assess steps taken by management to encourage ethical and lawful behaviour; financial discipline and accountability for use of public resources;
- (6) review internal and external auditor's written reports concerning compliance, any significant findings and recommendations, and follow-up on the implementation of recommendations;
- (7) monitor developments and changes in the law relating to the responsibility and accountability of management and review the extent to which management is meeting its obligations; and
- (8) consult/ request legal counsel regarding compliance where necessary.
- (9) The PRAC needs to provide advice on ICT governance, controls, access and safeguarding of information in the municipality.
- (10) Specific expertise may be required from within or outside the municipality from time to time, to assist the Internal Audit unit and PRAC to formulate recommendations on systems and controls.
- (11) The PRAC may have to provide advice on the appropriateness of disaster recovery and continuity plans supporting IT risks, regular testing and evaluation of plans, systems and processes.

13. Combined Assurance

The PRAC shall ensure that a combined assurance model is developed and applied to provide a coordinated approach to all assurance services, and in particular the PRAC must:

- (1) Ensure that the combined assurance received is appropriate to address all the significant risks facing the municipality;
- (2) Evaluate the effective of the organisations assurance functions and services, with particular focus on combined assurance arrangements, including external assurance service providers, internal audit and the finance functions and
- (3) Monitor the relationship between external assurance partners and the municipality.

14. Access to information

It is stated in section 166(3) of the Municipal Finance Management Act that, in performing its functions, the Audit Committee (In terms of this charter PRAC): -

- (1) has access to the financial records and other relevant information of the municipality.
- (2) must liaise with-
 - (i) the internal audit function of the municipality, and
 - (ii) the person designated by the Auditor-General to audit the financial statements of the municipality.

15. Reporting Responsibilities

- (1) The PRAC minutes of meetings shall be tabled at Council under the minutes of committee meetings for notice to be taken by Council.
- (2) PRAC recommendations to Council shall be tabled under the reserved powers of Council for consideration.
- (3) PRAC shall prepare a report annually which will be incorporated into the municipality's annual report covering:
 - (a) Describing the functions performed by the PRAC and meetings attended;
 - (b) Council resolutions and the implementation status of recommendations made; and
 - (c) Other relevant comments that may enhance governance and accountability
- (4) The chairperson of the PRAC must submit a copy of its report at least annually, or at other intervals, to the Municipal Public Accounts Committee (MPAC), for consideration during the MPAC engagements on the oversight report.
- (5) The chairperson of the PRAC or a nominated PRAC member must always be available whenever MPAC needs clarity on the reports of PRAC.
- (6) PRAC reports to the Executive Mayor and Council.

16. Communication

- (1) There should be a direct line of communication between PRAC and the Internal Audit function, the Auditor-General South Africa and Council.
- (2) The Internal Audit function must submit quarterly reports to PRAC of their audits and investigations. These reports must be part of the agenda of PRAC.

17. Administrative Procedures

- (1) The office of the Municipal Manager is responsible for all administrative matters of PRAC.
- (2) The office of the Municipal Manager will provide reports to PRAC and will see to it that reports from PRAC serve before Council.
- (3) The Chairperson of PRAC or his/her representative may attend the meetings of the Finance Committee, Procurement Committee, Executive Committee and Council when reports of PRAC serve before such Committees.
- (4) PRAC may initiate reports to serve before Council.
- (5) All meetings of PRAC will be recorded and the minutes will be circulated to all members, the Municipal Manager and members of the Executive Committee.

18. Meetings

- (1) In terms of section 166(4)(b) of the Municipal Finance Management Act, an Audit Committee (PRAC) must meet as often as required to perform its function, but at least four times a year.
- (2) PRAC must meet at least four times a year.
- (3) A quorum of a majority of members will be needed to constitute a meeting.
- (4) If the Chairperson is unavailable for the meeting, the meeting will be re-scheduled
- (5) Notice in writing shall be given to all members of PRAC and other interested parties of each meeting to be held at least seven days before the date on which such meeting is to be held.

19. Attendance

- (1) Reasonable notice of meetings and the business to be conducted shall be given to the PRAC Members and invitees, to make proposals as necessary.
- (2) If the appointed Chairperson is absent from a meeting, the members present must elect a member present to act as Chairperson (Regulation 14(2)(3) of the Local Government: Municipal Planning and Performance Management Regulations, 2001.)
 - (a) The PRAC should consider standing invitations to attend the PRAC meetings to:
 - (b) Municipal Manager
 - (c) Political representatives determined by the Audit Committee Chairperson
 - (d) Chief Internal Audit Executive
 - (e) Chief Risk Officer
 - (f) Chief Financial Officer
 - (g) External Auditor (Auditor- General)
 - (h) Provincial Treasury
 - (i) National Treasury

Any other person on invitation by the chairperson of the PRAC

20. Agenda of meetings

- (1) At least seven days before each meeting an agenda of items to be discussed at the meeting shall be prepared and distributed to all members of PRAC.
- (2) The Chairperson shall participate in setting and agreeing on the agenda of PRAC.
- (3) Any person who is going to attend a meeting may, not less than two days before the meeting, request the secretary of PRAC to add such items, as he/she deems necessary to the agenda.

21. Minutes of meetings

PRAC shall keep minutes of its meetings, which conform to the requirements of committees of a municipal council, but the minutes must be made available to all attendees within 14 days.

22. Remuneration

- (1) The members of PRAC will be remunerated for time spent on the preparation for and attendance of meetings.
- (2) The Chairperson will inform the secretary of the number of hours that were required to prepare for a meeting. Preparation time for meetings is limited to four (4) hours.
- (3) Members of PRAC will be remunerated as per the agreement between Council and PRAC.
- (4) Remuneration of PRAC members will be determined by the Council every year according to National Treasury guidelines.
- (5) Should the accounting officer deem it necessary, he or she can in consultation with the municipal council, determine other remuneration.
- (6) Section 14(2)(i) of the Municipal Planning and Performance Management Regulations states that Councillors and employees may not receive any remuneration for any activities of the Audit Committee.
- (7) Employees of National, Provincial Government or Agencies and entities of Government serving on the audit committee are not entitled to additional remuneration, except for out-of-pocket expenses which may be reimbursed.

23. Confidentiality

A member of PRAC shall maintain strict confidentiality in respect of any information of a confidential nature to which he/she may become privy at meetings of PRAC, and shall only disclose such information as may become necessary or required for the proper performance of his/her duties and functions.

24. Conflict of interest

- (1) PRAC Members shall declare any conflict of interest that may arise at every meeting and remove themselves from any proceedings, concerning that matter, giving rise to that conflict.
- (2) Declaration of interest forms will be signed at every meeting including non-members or invitees.

25. Performance, Risk and Audit Committee Evaluation

- (1) The PRAC should assess its performance and achievements against its charter on an annual basis. The assessment would cover the performance of the individual member as part of the overall PRAC regarding the particular skills the member has brought to the PRAC as a whole.

- (2) The findings of the self-assessment should be presented by the chairperson to the accounting officer and municipal council.
- (3) If an individual PRAC member is not performing, then the member will be allowed to address such with the municipal council.
- (4) If it is considered necessary to terminate the services of a PRAC member before the end of the term of appointment, municipal termination procedures will be followed.

26. Conclusion

Council trusts that PRAC will assist in this regard by helping the Council to maintain effective internal control, risk management, accurate financial reporting, performance management and corporate governance principles.

27. Review and approval

This Charter will be reviewed on an annual basis and submitted to the PRAC for acceptance and the Council for approval. This approved charter will remain effective until a new or updated charter is approved by Council.

28. Acknowledgment on behalf of the PRAC

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PRAC CHAIRPERSON: MR J GEORGE



INTERNAL AUDIT CHARTER

2024-2025

Revision history

Version no.	Revised by	Adopted by Council, Approved by PRAC
1	Internal Audit Performance, Risk and Audit Committee	Approved by Council on 9 December 2015, resolution 8.1.14
2	Internal Audit Performance, Risk and Audit Committee	Approved by Council on 27 September 2017, resolution 8.1.4
3	Internal Audit Performance, Risk and Audit Committee	Approved by Council on 31 October 2018, resolution 8.1.16
4	Internal Audit Performance, Risk and Audit Committee	Approved by Council on 31 October 2019, resolution 8.1.17
5	Internal Audit Performance, Risk and Audit Committee	Approved by Council 25 November 2020 resolution 5/14/4
6	Internal Audit Charter 2022 Performance, Risk and Audit Committee	Approved by Council 25 January 2023 item 4.7 I
7	Internal Audit Charter 2023 Performance, Risk and Audit Committee	Approved by PRAC 28 July 2023
8	Internal Audit Charter 2024 Performance, Risk and Audit Committee	Approved by Council 30 September 2024

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1. Introduction

Council and the Performance, Risk and Audit Committee (PRAC) is responsible for overseeing the establishment of effective systems of internal control in order to provide reasonable assurance that Witzenberg Municipality's financial and non-financial objectives are achieved.

The Internal Audit Charter is a formal document that defines the Internal Audit Function's (IAF) purpose, authority, and responsibility.

The Charter establishes the IAF's position within the Witzenberg Municipality, including the nature of the chief internal audit executive's functional reporting relationship with the PRAC; authorizes access to records, personnel and physical properties relevant to the performance of engagements; and defines the scope of internal audit activities.

2. Purpose

The purpose of the internal audit function is to strengthen Witzenberg Municipality's ability to create, protect, and sustain value by providing the Performance, Risk and Audit Committee (PRAC) and management with independent, risk-based, and objective assurance, advice, insight, and foresight.

The internal audit function enhances Witzenberg Municipality's:

- Successful achievement of its objectives.
- Governance, risk management, and control processes.
- Decision-making and oversight.
- Reputation and credibility with its stakeholders.
- Ability to serve the public interest.

Witzenberg Municipality's internal audit function is most effective when:

- Internal auditing is performed by competent professionals in conformance with The IIA's Global Internal Audit Standards TM, which are set in the public interest.
- The internal audit function is independently positioned with direct accountability to the Performance, Risk and Audit Committee.
- Internal auditors are free from undue influence and committed to making objective assessments.

3. Legislative mandate

(1) *Section 62 (2) (C)(i) and (ii) of the Municipal Finance Management Act of 2003 (MFMA)* states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure—

(c) that the municipality has and maintains effective, efficient and transparent systems—

- (i) of financial and risk management and internal control; and
- (ii) of Internal Audit operating in accordance with any prescribed norms and standards;

The IAF is established in terms of *section 165 of the MFMA* which provides for the establishment of the

Internal Audit Function.

Section 165(1) of the MFMA states that:

- (1) Each municipality and each municipal entity must have an Internal Audit Unit, subject to subsection (3)
- (2) The Internal Audit Unit of a municipality or municipal entity must-
 - (a) Prepare a risk-based audit plan and an Internal Audit program for each financial year.
 - (b) Advise the accounting officer and report to the audit committee on the implication of the internal audit plan and matters relating to-
 - (i) internal control; (ii) Internal Audit;
 - (iii) accounting procedures and practices;
 - (iv) risk and risk management;
 - (v) performance management;
 - (vi) loss control;
 - (vii) compliance with this Act, the Division of Revenue Act and any other applicable legislation; and
 - (c) perform such other duties as may be assigned to it by the accounting officer'
- (3) The Internal Audit function referred to in subsection(2) may be outsourced if the municipality or the municipal Entity requires assistance to develop its internal capacity and the council of the municipality or the board of directors of the municipal entity has determined that it is feasible or cost-effective.
- (4) Schedule 2 of the Municipal Systems Act defines the Code of Conduct for Municipal Staff Members that is also subject to the members of the Internal Audit Unit.

4. Commitment to adhering to the Global Internal Audit Standards

The Witzenberg Municipality's internal audit function will adhere to the mandatory elements of The Institute of Internal Auditor's International Professional Practices Framework, which are the Global Internal Audit Standards and Topical Requirements. The Chief Internal audit executive will report periodically to the PRAC and senior management regarding the internal audit function's conformance with the Standards, which will be assessed through a quality assurance and improvement program.

5. Authority

The internal audit function's authority is created by its direct reporting relationship to the Performance, Risk and Audit Committee. Such authority allows for unrestricted access to the Performance, Risk and Audit Committee.

The Performance, Risk and Audit Committee authorizes the internal audit function to:

- Have full and unrestricted access to all functions, data, records, information, physical property, and personnel pertinent to carrying out internal audit responsibilities. Internal auditors are accountable for confidentiality and safeguarding records and information.
- Allocate resources, set frequencies, select subjects, determine scopes of work, apply techniques, and issue communications to accomplish the function's objectives.
- Obtain assistance from the necessary personnel of Witzenberg Municipality and other specialized services from within or outside Witzenberg Municipality to complete internal audit services.

6. Independence, Organizational Position, and Reporting Relationships

The chief internal audit executive will be positioned at a level in the organization that enables internal audit services and responsibilities to be performed without interference from management, thereby establishing the independence of the internal audit function. The chief internal audit executive will report functionally to the Performance, Risk and Audit Committee and administratively (for example, day-to-day operations) to the Accounting Officer. This positioning provides the organizational authority and status to bring matters directly to senior management and escalate matters to the Performance, Risk and Audit Committee, when necessary, without interference and supports the internal auditors' ability to maintain objectivity.

The chief internal audit executive will confirm to the Performance, Risk and Audit Committee, at least annually, the organizational independence of the internal audit function. If the governance structure does not support organizational independence, the chief internal audit executive will document the characteristics of the governance structure limiting independence and any safeguards employed to achieve the principle of independence. The chief internal audit executive will disclose to the Performance, Risk and Audit Committee any interference internal auditors encounter related to the scope, performance, or communication of internal audit work and results. The disclosure will include communicating the implications of such interference on the internal audit function's effectiveness and ability to fulfill its mandate.

Changes to the Mandate and Charter

Circumstances may justify a follow-up discussion between the chief internal audit executive, Performance, Risk and Audit Committee, and senior management on the internal audit mandate or other aspects of the internal audit charter. Such circumstances may include but are not limited to:

- A significant change in the Global Internal Audit Standards.
- A significant reorganization within the organization.
- Significant changes in the chief internal audit executive, Performance, Risk and Audit Committee, and/or senior management.
- Significant changes to the organization's strategies, objectives, risk profile, or the environment in which the organization operates.
- New laws or regulations that may affect the nature and/or scope of internal audit services.

The Chief Internal Audit Executive and staff of the IAF are not authorized to:

- Perform any operational duties for the municipality or its affiliates;
- Initiate or approve accounting transactions external to the IAF; and
- Direct activities of any of the municipality's employees not employed by the IAF. Except to the extent that such employees have appropriately assigned to auditing teams or to otherwise assist the internal auditors, as the above would infringe on independence and impair objectivity.

7. Chief Internal Audit Executive Roles and Responsibilities

Ethics and Professionalism

The chief internal audit executive will ensure that internal auditors:

- Conform with the Global Internal Audit Standards, including the principles of Ethics and Professionalism: integrity, objectivity, competency, due professional care, and confidentiality.
- Understand, respect, meet, and contribute to the legitimate and ethical expectations of the organization and be able to recognize conduct that is contrary to those expectations.
- Encourage and promote an ethics-based culture in the organization.
- Report organizational behavior that is inconsistent with the organization's ethical expectations, as described in applicable policies and procedures.

Objectivity

The chief internal audit executive will ensure that the internal audit function remains free from all conditions that threaten the ability of internal auditors to carry out their responsibilities in an unbiased manner, including matters of engagement selection, scope, procedures, frequency, timing, and communication. If the chief internal audit executive determines that objectivity may be impaired in fact or appearance, the details of the impairment will be disclosed to appropriate parties.

Internal auditors will maintain an unbiased mental attitude that allows them to perform engagements objectively such that they believe in their work product, do not compromise quality, and do not subordinate their judgment on audit matters to others, either in fact or appearance.

Internal auditors will have no direct operational responsibility or authority over any of the activities they review. Accordingly, internal auditors will not implement internal controls, develop procedures, install systems, or engage in other activities that may impair their judgment, including:

- Assessing specific operations for which they had responsibility within the previous year.
- Performing operational duties for Witzenberg Municipality or its affiliates.
- Initiating or approving transactions external to the internal audit function.
- Directing the activities of any Witzenberg Municipality employee that is not employed by the internal audit function, except to the extent that such employees have been appropriately assigned to internal audit teams or to assist internal auditors.

Internal auditors will:

- Disclose impairments of independence or objectivity, in fact or appearance, to appropriate parties and at least annually, such as the chief internal audit executive, Performance, Risk and Audit Committee, management, or others.
- Exhibit professional objectivity in gathering, evaluating, and communicating information.
- Make balanced assessments of all available and relevant facts and circumstances.
- Take necessary precautions to avoid conflicts of interest, bias, and undue influence.

Managing the Internal Audit Function

The chief internal audit executive has the responsibility to:

- At least annually, develop a risk-based internal audit plan that considers the input of the Performance, Risk and Audit Committee and senior management. Discuss the plan with the Performance, Risk and Audit Committee and senior management and submit the plan to the Performance, Risk and Audit Committee for review and approval.
- Communicate the impact of resource limitations on the internal audit plan to the Performance, Risk and Audit Committee and senior management.
- Review and adjust the internal audit plan, as necessary, in response to changes in Witzenberg Municipality's business, risks, operations, programs, systems, and controls.
- Communicate with the Performance, Risk and Audit Committee and senior management if there are significant interim changes to the internal audit plan.
- Ensure internal audit engagements are performed, documented, and communicated in accordance with the Global Internal Audit Standards and laws and/or regulations.
- Follow up on engagement findings and confirm the implementation of recommendations or action plans and communicate the results of internal audit services to the Performance, Risk and Audit Committee and senior management and for each engagement as appropriate.
- Ensure the internal audit function collectively possesses or obtains the knowledge, skills, and other competencies and qualifications needed to meet the requirements of the Global Internal Audit Standards and fulfill the internal audit mandate.
- Identify and consider trends and emerging issues that could impact Witzenberg Municipality and communicate to the Performance, Risk and Audit Committee and senior management as appropriate.
- Consider emerging trends and successful practices in internal auditing.
- Establish and ensure adherence to methodologies designed to guide the internal audit function.
- Ensure adherence to Witzenberg Municipality's relevant policies and procedures unless such policies and procedures conflict with the internal audit charter or the Global Internal Audit Standards. Any such conflicts will be resolved or documented and communicated to the Performance, Risk and Audit Committee and senior management.
- Coordinate activities and consider relying upon the work of other internal and external providers of assurance and advisory services. If the chief internal audit executive cannot achieve an appropriate level of coordination, the issue must be communicated to senior management and if necessary escalated to the Performance, Risk and Audit Committee.

Communication with the Performance, Risk and Audit Committee and Senior Management

The chief internal audit executive will report periodically to the Performance, Risk and Audit Committee and senior management regarding:

- The internal audit function's mandate.
- The internal audit plan and performance relative to its plan.
- Internal audit budget.
- Significant revisions to the internal audit plan and budget.
- Potential impairments to independence, including relevant disclosures as applicable.
- Results from the quality assurance and improvement program, which include the internal audit function's conformance with The IIA's Global Internal Audit Standards and action plans to address the internal audit function's deficiencies and opportunities for improvement.

- Significant risk exposures and control issues, including fraud risks, governance issues, and other areas of focus for the Performance, Risk and Audit Committee that could interfere with the achievement of Witzenberg Municipality's strategic objectives.
- Results of assurance and advisory services.
- Resource requirements.
- Management's responses to risk that the internal audit function determines may be unacceptable or acceptance of a risk that is beyond Witzenberg Municipality's risk appetite
- Any instances of fraud or non-compliance with legislation identified during the performance of the internal audit activities;
- The IAF shall have the right to report to any critical or significant issue directly to the Accounting Officer or the Chairperson of the PRAC before consulting with management.
- Report to the MPAC on the internal audit findings and management remedial actions plans in terms of section 79A of the Municipal Structures ACT no.117 of 1998 as amended.

Quality Assurance and Improvement Program

The chief internal audit executive will develop, implement, and maintain a quality assurance and improvement program that covers all aspects of the internal audit function. The program will include external and internal assessments of the internal audit function's conformance with the Global Internal Audit Standards, as well as performance measurement to assess the internal audit function's progress toward the achievement of its objectives and promotion of continuous improvement. The program also will assess, if applicable, compliance with laws and/or regulations relevant to internal auditing. Also, if applicable, the assessment will include plans to address the internal audit function's deficiencies and opportunities for improvement.

Annually, the chief internal audit executive will communicate with the Performance, Risk and Audit Committee and senior management about the internal audit function's quality assurance and improvement program, including the results of internal assessments (ongoing monitoring and periodic self-assessments) and external assessments. External assessments will be conducted at least once every five years by a qualified, independent assessor or assessment team from outside Witzenberg Municipality; qualifications must include at least one assessor holding an active Certified Internal Auditor® credential.

8. Scope and Types of Internal Audit Services

Assurance Services

The scope of internal audit services covers the entire breadth of the organization, including all of Witzenberg Municipality's activities, assets, and personnel. The scope of Internal Audit activities encompasses but is not limited to, objective examinations of evidence for providing independent assessments to the Performance, Risk and Audit Committee, management, and outside parties on the adequacy and effectiveness of governance, risk management, and control processes for Witzenberg Municipality. Internal Audit assessments include evaluating whether:

- Risks relating to the achievement of the Witzenberg Municipality's strategic objectives are appropriately identified and managed.
- The actions of Witzenberg Municipality's officers, directors, employees, and contractors comply with Witzenberg Municipality's policies, procedures, and applicable laws, regulations, and governance standards.
- The results of operations or programs are consistent with established goals and objectives.
- Operations or programs are being carried out effectively and efficiently.
- Established processes and systems enable compliance with the policies, procedures, laws, and regulations that could significantly impact Witzenberg Municipality.
- Information and the means used to identify, measure, analyze, classify, and report such information is reliable and have integrity.
- Resources and assets are acquired economically, used efficiently, and protected adequately.

Opportunities for improving the efficiency of governance, risk management, and control processes may be identified during engagements. These opportunities will be communicated to the appropriate level of management.

The Chief Internal Audit Executive also coordinates activities, where possible, and considers relying upon the work of other internal and external assurance and consulting service providers as needed.

9. Advisory Services

The internal audit function may conduct advisory services, which focus on assisting management in problem-solving activities, achieving the municipality's objectives, and add value to line Management and Senior Management.

Internal audit will obtain an understanding of the nature of the engagement to clearly articulate the terms of reference. Agreed-upon procedures will be documented in the engagement letter and agreed upon with the client. The types of advisory work will include the following:

- Formal advisory services – those that are planned and subject to a written agreement;
- Informal advisory services – routine activities such as participation on standing committees, limited-life audit projects, ad-hoc meetings and routine information exchange;
- Special advisory services – participation on dedicated teams such as system conversion team; and
- Emergency advisory services – participation on a team established for recovery or maintenance of operations after a disaster or other extraordinary event, or a team assembled to supply temporary help to meet a special request or unusual deadline.

Objectives, scope and limitations of the advisory services will be confirmed in writing in an engagement letter. The responsibilities of both management and Internal Audit will be defined and documented in the engagement letter that will be signed by both parties.

Report to management may either be oral by conducting a meeting session with line management or written updates can be provided to management. As agreed upon in the engagement letter, internal audit should report the results of the consulting activity.

The Chief Internal Audit Executive may request PRAC approval for advisory services that significantly affect the approved internal audit's annual operational plan.

The Internal Audit Function may perform advisory and related client service activities, the nature and scope of which will be agreed upon with the client, provided the Internal Audit Unit does not assume management responsibility.

10. Limitation of Scope

Any attempted scope limitation by management must be reported, preferably in writing to the Municipal Manager and to the PRAC. The question of whether an action from management in fact constitutes a scope limitation is at the judgement of the Chief Internal Audit Executive.

11. Fraud limitation

The identification and prevention of fraud is a management responsibility. The IAA will report to management any red flags that might have come to their attention during the normal process of its activities.

The IAA will also take into consideration the Fraud Prevention Policy when reporting on any potential areas of fraud.

The IAA is well positioned to assist management to identify fraud risk facing the Council and could assist management in designing appropriate controls that could minimize the effects of such risks.

Internal auditors must sufficient knowledge to evaluate the risk of fraud and the manner in which it is managed by the municipality, but are not expected to have the expertise of perspn whose primary responsibility is detecting and investigating fraud.

The IAA must be alert to the probability of fraud risks and should seek to identify serious defects in internal control, which might permit the occurrence of such an event. When the IAA discovers evidence of, or suspect fraud or theft they should report firm evidence or reasonable suspicions to the appropriate level of management.

12. Relationship with external assurance providers

The IAA co-ordinates its work with that of the other assurance providers. The external auditors must be consulted in determining the activities of internal and external audit in order to minimize duplication of audit effort. This may include:

- Periodic meetings to discuss the planned activities;

- The exchange of audit work papers including systems documentation;
- The exchange of management letters;
- The forming of joint teams where appropriate;
- Internal Audit carrying out certain audit work on behalf of other assurance providers; and
- Any other relevant aspects of the relationship between the Municipality and the external assurance providers.

13. Management responsibility

The PRAC is responsible for approval of the scope of the IAF's work, and for recommending the action to be taken on the outcome or findings from their work.

Management is responsible for:

- Ensuring that a risk assessment is conducted regularly to identify emerging risks of the Council.
- Proposing the areas for special assignments by the IAF;
- Ensuring the IAF has the support of executive management;
- Direct access and freedom to report to the Accounting Officer and the PRAC;
- Free access to the books of account, records, cash, stores, property and other sources of relevant information;
- Maintaining internal controls, including proper accounting records and other management information suitable for running the Municipality;
- Reviewing the reports of the IAA and timely implementation of recommendation as considered appropriate in the light of Council's resources; and
- Provide a formal written response to all reports submitted by the IAF.

The Accounting Officer must ensure that the budget of the IAF is adequate to cover the following items:

- Personnel related expenditure
- Implementation of the risk based internal audit plan
- Capital expenditure and audit software
- Training and development
- Professional membership fees; and
- Quality assurance programs.

14. Annual review

The internal audit charter must be submitted to the Performance, Risk and Audit Committee for review and approval on an annual basis and as necessary. The charter must be approved by the Performance, Risk and Audit Committee and accepted by the accounting officer.

This approved charter will remain effective until a new or updated charter is approved by PRAC.

WITZENBERG

MUNISIPALITEIT
UMASIPALA
MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager

VAN / FROM: Director: Finance

DATUM / DATE: 17 February 2025

VERW. / REF.: 05/12/1/3

IMPLEMENTATION OF THE DEBT COLLECTION AND CREDIT CONTROL POLICY

PURPOSE

The purpose of this report is for council to consider the full implementation of the debt collection and credit control policy to improve on the debt collection percentage.

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 the Municipal Systems Act. It also allows the municipality to compile and adopt a policy to give effect to this power to collect. Council adopted a credit Control and Debt Collection Policy on 28 May 2009, item 8.1.2(c). Amendments to this policy were approved at subsequent council meetings.

Section 64 (2) of the Municipal Finance Act (56 of 2003) The accounting officer must take all reasonable steps to ensure—
(a) that the municipality has effective revenue collection systems consistent with section 95 of the Municipal Systems Act and the municipality's credit control and debt collection policy-

BACKGROUND

The auditor general highlighted the following in his report on the 2023/2024 financial year:

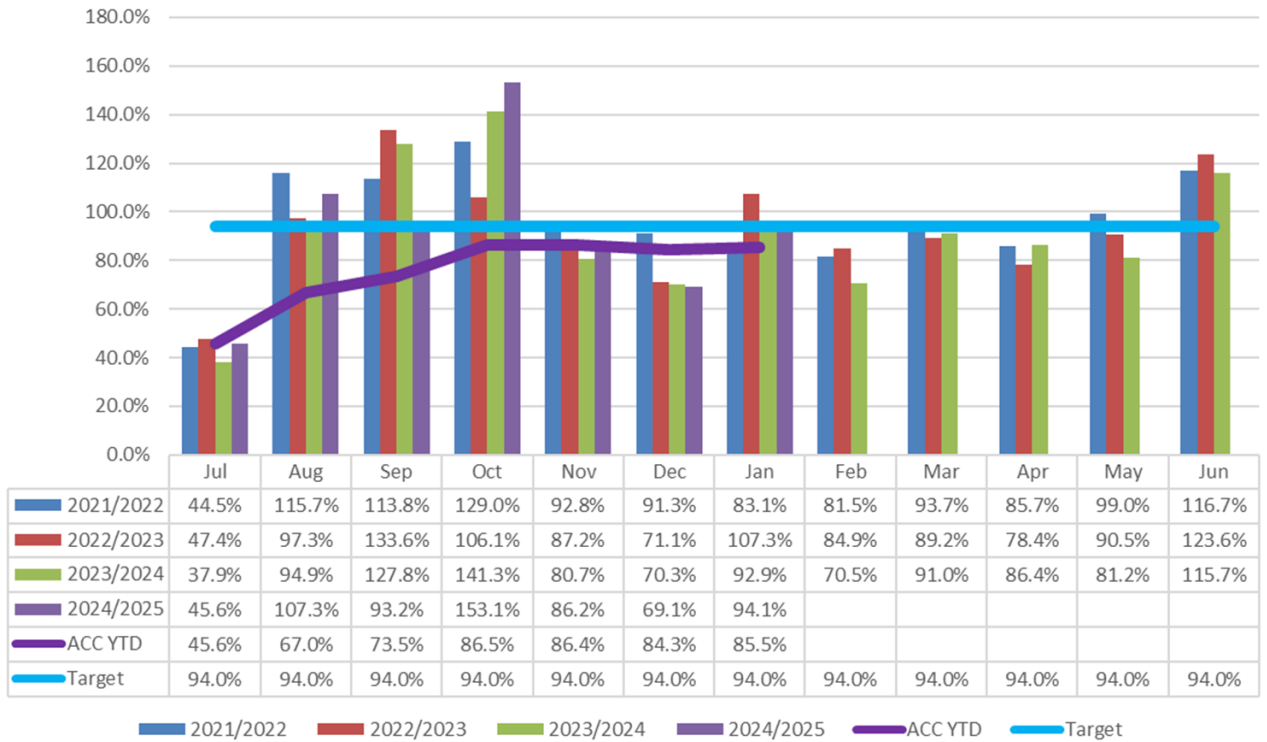
“As disclosed in note 3 to the financial statements, the municipality provided for an impairment of R211,6 million (2022-23: R310,5 million) on receivables from exchange transactions of R334,9 million (2022-23: R392 million).”

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).”

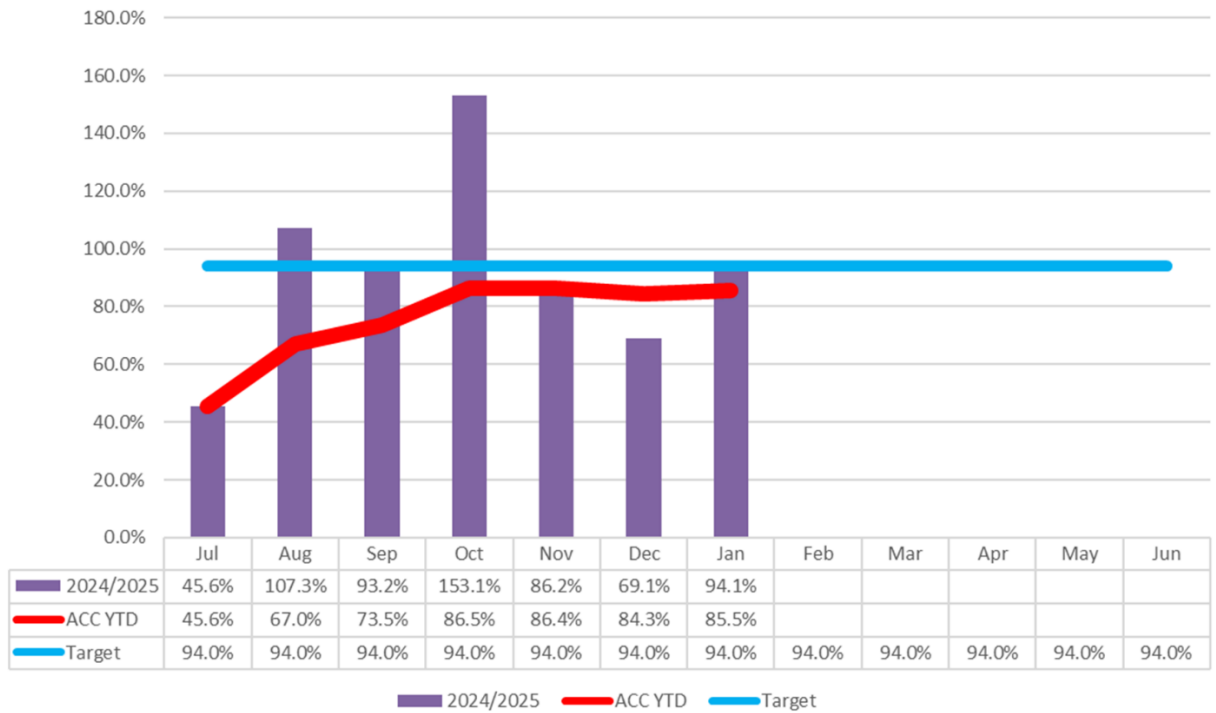
Year to date actuals

The year-to-date recovery rate for the year excluding traffic fines is 85%. The annual target for debt collection is 94%.

MONTHLY COLLECTION RATE

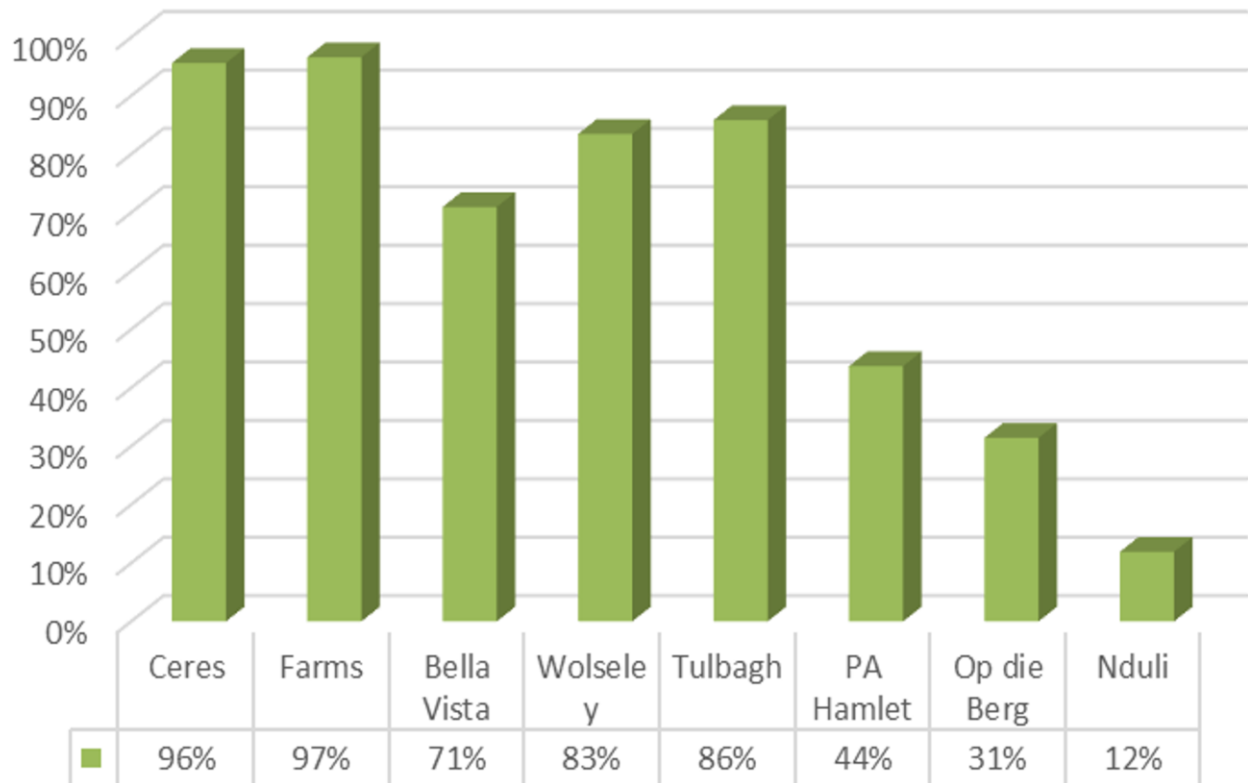


MONTHLY COLLECTION RATE

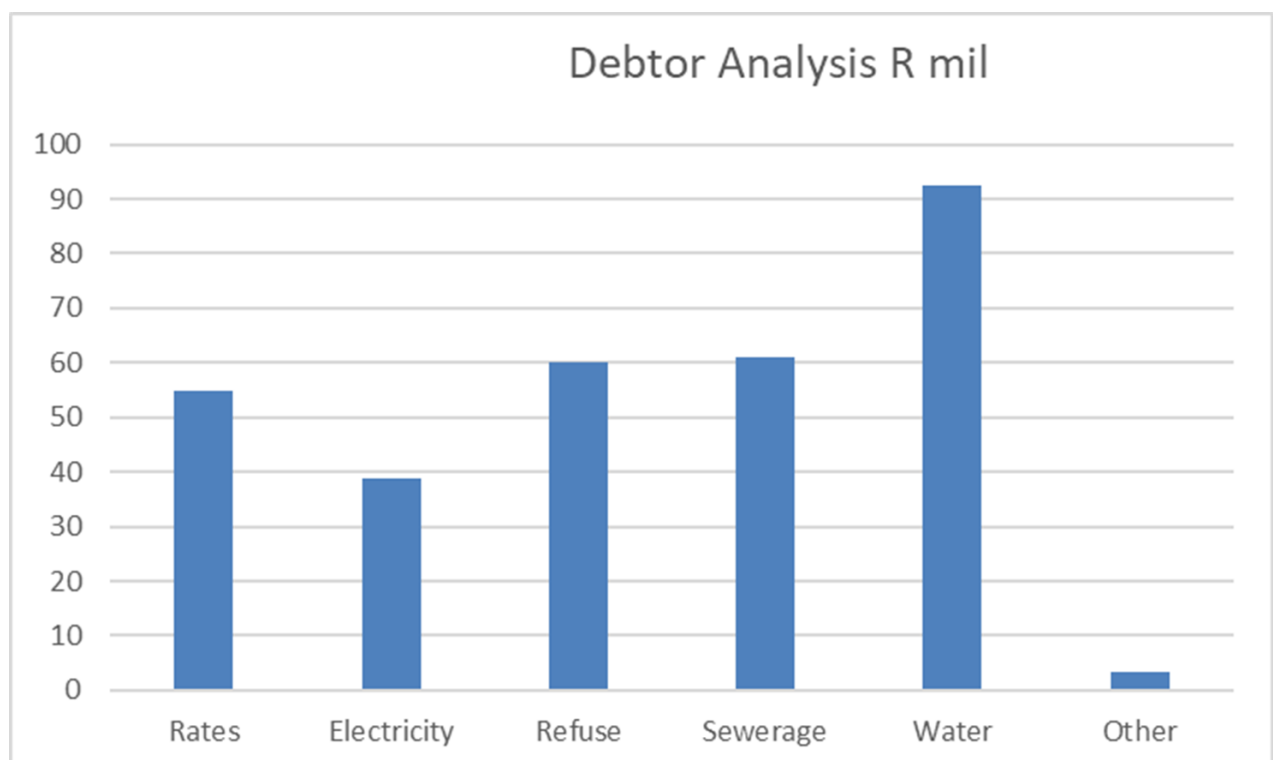


The payment percentages for the different areas are as follows:

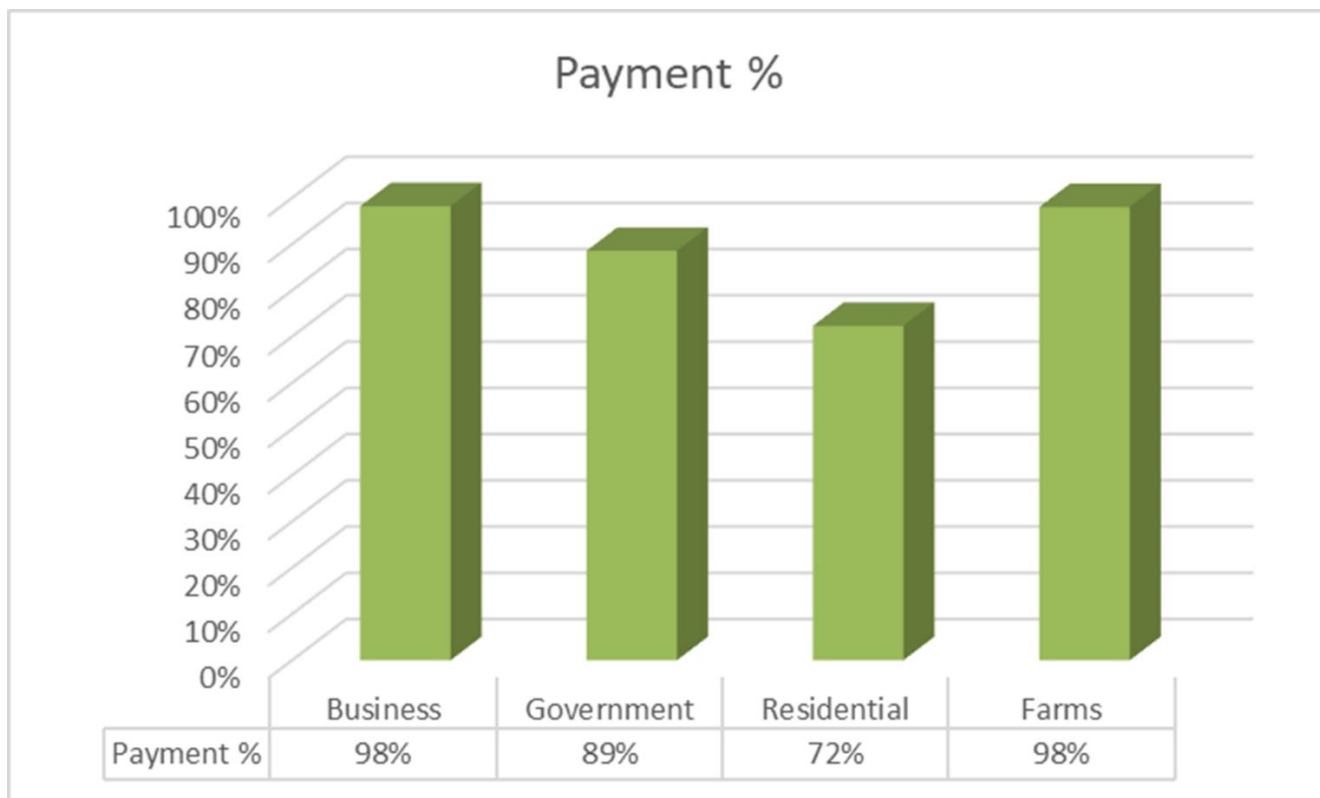
PAYMENT PERCENTAGES



The following table indicates the outstanding amounts as per service



The following table list the payment percentage per customer group for the previous financial year:



Indigents per area

AREA	INDIGENTS
Ceres	353
Tulbagh	672
Hamlet	75
O D Berg	61
Bella Vista	1 270
N'duli	241
Wolseley	1 004
TOTAL	3 676

Example of effect of non-payment on account

DATE	TRANSACTION	AMOUNT	BALANCE
01/11/2024	Balance	-2.63	-2.63
20/11/2024	Billing	687.95	685.32
18/12/2024	Interest	6.09	691.41
	Billing	711.69	1403.10
20/01/2025	Payment	-750.00	653.10
21/01/2025	Interest	5.77	658.87
	Billing	747.29	1406.16

Auxiliary example

DATE	TRANSACTION	AMOUNT	AUXILIARY	BALANCE
01/07/2024	Balance			39,643
04/07/2024	Receipt	-1,000		38,643
	Auxiliary		-364	38,289
22/07/2024	Penalty	337		38,625
	Billing	1,047		39,673
22/07/2024	Receipt	-1,000		38,673
	Auxiliary		-647	38,383
01/08/2024	Penalty	75		38,161
15/08/2024	Receipt	-1,000		37,161
	Auxiliary		-168	36,993
21/08/2024	Penalty	327		37,320
	Billing	893		38,213
	Auxiliary		-204	38,009
02/09/2024	Penalty	77		38,086
05/09/2024	Receipt	-1,000		37,086
	Auxiliary		-362	36,724
20/09/2024	Penalty	316		37,040
	Billing	846		37,886
	Auxiliary		-344	37,542

DATE	TRANSACTION	AMOUNT	AUXILIARY	BALANCE
03/10/2024	Receipt	-1,000		36,542
	Auxiliary		-255	36,287
22/10/2024	Penalty	313		36,599
	Billing	846		37,445
	Auxiliary		-67	37,378
31/10/2024	Receipt	-1,000		36,378
20/11/2024	Penalty	313		36,691
	Billing	846		37,537
23/11/2024	Receipt	-1,000		36,537
	Auxiliary		-12	36,525
18/12/2024	Penalty	307		36,831
	Billing	846		37,677
	Auxiliary		-219	37,458
19/12/2024	Receipt	-1,000		36,458
	Auxiliary		-30	36,428
31/12/2024	Receipt	-1,000		35,428
	Auxiliary		-273	35,155
21/01/2024	Penalty	296		35,451
	Billing	846		36,297
	Auxiliary		30	36,327
24/01/2024	Receipt	-1,000		35,327
	Auxiliary		-399	34,928

Pre-Payment Water Meters

Pre-Payment Water Meters will reduce the problems experienced with the difficulty in reading meters inside plots and the incorrect accounts due to estimations where meters cannot be read.

Financial Implications

If the current downward trend of debt collection continues, the provision for impairment of receivables (bad debt) will have to be increased from R 38 million to R82 million for the current financial year. As a result, the expenditure budget will therefore have to be adjusted downward with ±R 44 million. This will have a negative impact on all operations of the municipality including the repair and maintenance of service delivery infrastructure.

Discussion

The current credit control practices of disconnecting and blocking of electricity supply is ineffective in the Eskom supplied areas of Prince Alfred Hamlet, Op die Berg and most rural areas, as indicated above.

Additional credit control measures as per the approved credit control and debt collection policy must be implemented in these areas as an effort to collect outstanding debt and increasing the overall collection rate.

The purpose of debt collection processes including legal action is to convince a debtor to pay his outstanding account and to cultivate a culture of payment.

Recommendation

That the following additional credit control steps be implemented:

1. **Cutting or blocking of electricity–**
 - 1.1. Amount equal to two months' debits are payable before restoring connection- (conventional meters)
 - 1.2. Portion of electricity purchases to be set off against arrear debt. (Current - Auxiliary - 30%)
 - 1.3. That the credit control and debt collection policy be amended to allow the auxiliary percentage to be increased to 60% for accounts outstanding for more than six months.
2. **Indigent households-**
 - 2.1. Portion of electricity purchases to be set off against arrear debt. (Auxiliary - 30%)
 - 2.2. Indigent households be moved from conventional electricity to pre-paid electricity
3. **Legal collection process –**
 - 3.1. Section 129 Notice- (in terms of National Credit Act).
 - 3.2. 14 Days later after Section 129 Notice, Summons is compiled.
 - 3.3. Clerk of the Court issues the summons.
 - 3.4. Sheriff of the Court serves the summons on the defendant.
If there is moveable property that can be attached:
 - 3.5. If no payment received on summons - Judgement and Warrant of Execution is issued on movable property.
 - 3.6. Council resolution on process to be followed.
 - 3.7. Instruction to sheriff to attach and remove movable property and to sell the attached property.
 - 3.8. Advertisement in newspaper of intention to sell movable property
 - 3.9. Sale in execution of attached moveable property by sheriff.

If there is no moveable property that can be attached:

 - 3.10. Report with Nulla Bona on fixed property with municipal value for less than R 300 000.00 to Council for write off.
 - 3.11. Immovable property with municipal valuation of more than R 300 000.00, section 66 application compiled by private external attorney and application to sell immovable property in a sale of execution, brought before court.
 - 3.12. Council resolution on process to be followed.
 - 3.13. Advertisement in newspaper by attorney of intention to sell immovable property in local newspaper as well as government gazette.
 - 3.14. Sale in execution of attached immovable property by sheriff.
4. **Pre-Payment Water Meters**
 - 4.1. Installation of pre-paid water meters if other debt collection measures are not successful.
 - 4.2. That the water consumption can be limited to a maximum of 300 litres per day (9 kilolitres per month).
 - 4.3. That the outstanding service debt of the consumer be written of as an incentive for accepting the Pre-Payment Water Meter.

Yours faithfully

H J KRITZINGER
DIRECTOR: FINANCE

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Council

VAN / FROM: Chief Financial Officer

DATUM / DATE: 18 February 2025

VERW. / REF.: 06/1/P

SUPPLY CHAIN MANAGEMENT: DISPOSAL OF MOVABLE ASSETS, GOODS, MATERIAL AND EQUIPMENT IN TERMS OF SECTION 14 (4) OF THE MUNICIPAL FINANCE MANAGEMENT ACT

1. PURPOSE

To report on the disposal of assets, goods, material and equipment in accordance with the following documents:

- Section 14 of the Municipal Finance Management Act (Act 56 of 2003)
- System of Delegations as approved by Council on 28 September 2011 and
- Paragraph 48 of Council's Supply Chain Management Policy as adopted on 16 May 2024.

2. LEGAL FRAMEWORK

(a) Section 14 of the MFMA stipulates the following:

- "14. (1) A municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services.*
- (2) A municipality may transfer ownership or otherwise dispose of a capital asset other than one contemplated in subsection (1), but only after the municipal council, in a meeting open to the public—*
- (a) has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and*
 - (b) has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset.*
- (3) A decision by a municipal council that a specific capital asset is not needed to provide the minimum level of basic municipal services, may not be reversed by the municipality after that asset has been sold, transferred or otherwise disposed of.*
- (4) A municipal council may delegate to the accounting officer of the municipality its power to make the determinations referred to in subsection (2)(a) and (b) in respect of movable capital assets below a value determined by the council.*
- (5) Any transfer of ownership of a capital asset in terms of subsection (2) or (4)*

must be fair, equitable, transparent, competitive and consistent with the supply chain management policy which the municipality must have and maintain in terms of section 111.

- (6) *This section does not apply to the transfer of a capital asset to another municipality or to a municipal entity or to a national or provincial organ of state in circumstances and in respect of categories of assets approved by the National Treasury, provided that such transfers are in accordance with a prescribed framework.*

(b) Delegation number F.6: Disposal of assets, goods, material and equipment of the system of delegations as approved by Council on 28 September 2011

F.6.01: To, in accordance with the provisions of the Supply Chain Management Policy, make a determination in accordance with section 14(2)(a) & (b) of the MFMA, in respect of the transferring of ownership or disposal otherwise, of a moveable capital asset to a maximum value of R300 000-00: Provided that such asset is not required to provide the minimum level of basic municipal services.

F.6.02: To, in accordance with the provisions of the Supply Chain Management Policy, authorize the sale of redundant or obsolete assets, goods, material and equipment to an organ of state, including another municipality, or a public utility company, excluding assets, goods, material and equipment required to provide the minimum of R300,000

F.6.03: To, in accordance with the provisions of the Supply Chain Management Policy, authorize the sale of redundant or obsolete assets, goods, materials and equipment per public auction

To authorize the lending of assets, goods, material and equipment to organs of state, municipalities or public utility companies

(c) Paragraph 48 of Council's Supply Chain Management Policy stipulates the following:

"48. Disposal management

(1) *Subject to the provisions of the Municipal Asset Transfer Regulations:*

(a) *moveable assets may be sold either by way of written price quotations, a competitive bidding process, auction or at market related prices, whichever is the most advantageous to the municipality;*

(b) *immovable property may be sold only at market related prices except when the public interest or the plight of the poor demands otherwise;*

(c) *in the case of the free disposal of computer equipment, the provincial department of education must first be approached to indicate within 30 days whether any of the local schools are interested in the equipment;*

(d) in the case of fire arms, the National Conventional Arms Control Committee must approve any sale or donation of firearms to any person within or outside the Republic.

(e) where assets are traded in for other assets, the highest possible trade in price is negotiated

(2) The criteria for the disposal or letting of assets, including unserviceable, redundant or obsolete assets, subject to sections 14 and 90 of the Act; are as follows:

(A) A municipality may not transfer ownership as a result of sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services.

(B) A municipality may transfer ownership or otherwise dispose of capital asset other than one contemplated in subsection (1), but only after the municipal council, in a meeting open to the public-

(a) has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and

(b) has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset

(3) Immovable property may only be let at market related rates except when the public interest or the plight of the poor demands otherwise and provided that all charges, rates, tariffs, scales of fees or other charges relating to the letting of immoveable property are annually reviewed;

(a) Except for compliance with paragraph 49(3) above, this policy shall not apply to the letting of immovable property unless decide otherwise by council.

(4) Assets may be disposed of by –

- (i) Transferring the asset to another organ of state in terms of a provision of the Act enabling the transfer of assets;*
- (ii) Transferring the asset to another organ of state at market related value or, when appropriate, free of charge;*
- (iii) Selling the asset; or*
- (iv) Destroying the asset.”*

3. DISCUSSION

A process plan was developed by the Supply Chain Management department for the disposal of assets goods, material and equipment. Each line manager was requested to identify assets, goods, material and equipment that are not needed for basic service delivery which are currently under their control. These include assets that are unserviceable, redundant and obsolete. Each asset was assessed according to its current condition. Based upon the condition of the asset, the relevant manager and/or director recommended the disposal of the asset, goods, material and equipment whether the asset should be transferred to another organ of state at market related value or free of charge, whether the asset should be sold or whether the asset should

be destroyed. The latter would only be applied if the asset will not generate any proceeds from a transfer or sale. In the case of computer equipment, the IT Administrator was consulted to assist in the process and in the case of vehicles, the Manager: Fleet & Workshop was consulted.

No immovable property is included for disposal.

The list of assets, goods, material and equipment to be disposed of is attached as **annexure A**.

4. RECOMMENDATION

- (a) That Council approve the disposal of assets, goods, material and equipment as attached to this report as **annexure A**.
- (b) That the Supply Chain Management Unit proceed with the disposal of assets in accordance with paragraph 48 (4) of Council's Supply Chain Management Policy

Yours sincerely

HJ KRITZINGER
CHIEF FINANCIAL OFFICER

					2,047,250.32	-	1,344,114.81	-	115,176.70	587,958.81
Number	Department	Asset type	Description of asset	Current location	Cost		Accumulated Depreciation		Accumulated Impairment	Carrying Value2
1	Electrical Distibution	Stock	Prepaid meters	Wolseley Elec Depo	-		-		-	-
2	Electrical Distibution	Stock	Streetlight fittings	Wolseley Elec Depo	-		-		-	-
3	Electrical Distibution	Office equipment: Computer Hardware	LG Monitor	Powerstation	-		-		-	-
4	Electrical Distibution	Office equipment: Computer Hardware	Fujitech Monitor	Powerstation	179.06	-	164.20		-	14.86
5	Electrical Distibution	Furniture & fittings	Chair	Powerstation	510.26	-	472.16		-	38.10
6	Electrical Distibution	Electrical equipment / stock	Old Ring main unit	Powerstation	-		-		-	-
7	Electrical Distibution	Electrical equipment / stock	Old Ring main unit	Powerstation	-		-		-	-
8	Electrical Distibution	Electrical equipment / stock	Auto ring main unit	Powerstation	-		-		-	-
9	Electrical Distibution	Electrical equipment / stock	Old ring main unit	Powerstation	-		-		-	-
10	Electrical Distibution	Plant & Equipment	50 kva transformer	Powerstation	-		-		-	-
11	Electrical Distibution	Office equipment: Computer Hardware	PC Mother board	Powerstation	-		-		-	-
12	Electrical Distibution	Tools	Wolf Poison gas	Powerstation	-		-		-	-
13	Electrical Distibution	Office equipment	Airccon	Powerstation	-		-		-	-
14	Electrical Distibution	Furniture & fittings	MEG drawing board	Powerstation	510.26	-	453.19		-	57.07
15	Electrical Distibution	Furniture & fittings	Chair	Powerstation	-		-		-	-
16	Electrical Distibution	Plant & Equipment	Robin petol drill	Powerstation	297.65	-	272.07		-	25.58
17	Electrical Distibution	Plant & Equipment	Robin petol drill	Powerstation	297.65	-	273.52		-	24.13
18	Electrical Distibution	Furniture & fittings	Lockers made with wire	Powerstation	-		-		-	-
19	Electrical Distibution	Furniture & fittings	Silver steel cabinet	Powerstation	-		-		-	-
20	Electrical Distibution	Electrical equipment / stock	Power Eng 25 kva Transformer	Powerstation	-		-		-	-
21	Electrical Distibution	Electrical equipment / stock	Ring Main Unit Reyrolle	Powerstation	-		-		-	-
22	Electrical Distibution	Electrical equipment / stock	100 kva transformer	Powerstation	-		-		-	-
23	Electrical Distibution	Electrical equipment / stock	Ring main unit	Powerstation	-		-		-	-
24	Electrical Distibution	Electrical equipment / stock	Ring main unit	Powerstation	-		-		-	-
25	Electrical Distibution	Electrical equipment / stock	50 kva transformer	Powerstation	-		-		-	-
26	Electrical Distibution	Electrical equipment / stock	Ring main unit	Powerstation	-		-		-	-
27	Electrical Distibution	Electrical equipment / stock	150 kva transformer	Powerstation	-		-		-	-
28	Electrical Distibution	Electrical equipment / stock	50 kva transformer	Powerstation	-		-		-	-

29	Electrical Distribution	Scrap	Empty drums	Wolseley Elec Depo
30	Electrical Distribution	Furniture & fittings	Chairs	Wolseley Elec Depo
31	Electrical Distribution	Furniture & fittings	Couch	Wolseley Elec Depo
32	Electrical Distribution	Furniture & fittings	Table	Wolseley Elec Depo
33	Electrical Distribution	Furniture & fittings	Old burglar window grid (large)	Wolseley Elec Depo
34	Electrical Distribution	Office equipment : Computer Hardware	MECCER KEYBOARD	Power Station
35	Electrical Distribution	Office equipment	KUHLMAN DRAWING BOARD	Power Station
36	Electrical Distibution	Electrical equipment / stock	11KV METERING UNIT FOR RMU	SCM
37	Electrical Distribution	Electrical equipment / stock	SWITCH GEAR: ISOLATOR	SCM
38	Electrical Distribution	Electrical equipment / stock	SWITCH GEAR: FUSE SWITCH	SCM
39	Electrical Distribution	Electrical equipment / stock	TRANSFORMER 500KVA 11/.42kV GROUND MOUNT OP	SCM
40	Electrical Distribution	Electrical equipment / stock	SWITCH GEAR: ISOLATOR	SCM
41	Electricity	Electrical equipment / stock	RMU 1	Power Station
42		Electrical equipment / stock	LUCY METERING UNIT	Power Station
43	Electricity	Electrical equipment / stock	ALSTOM RMU	Power Station
44	Electricity	Electrical equipment / stock	RMU 2	Power Station
45	Electricity	Electrical equipment / stock	RMU 3	Power Station
46	Electricity	Electrical equipment / stock	STEEL CONTAINER	Power Station
47	Electricity	Electrical equipment / stock	RMU 4	Power Station
48	Electricity	Electrical equipment / stock	METERING UNIT	Power Station
49	Electricity	Electrical equipment / stock	RMU 5	Power Station
50	Electricity	Electrical equipment / stock	RMU ENCLOSURE	Power Station
51	Electricity	Electrical equipment / stock	ENGLISH ELECTRIC RMU	Power Station
52	Electricity	Electrical equipment / stock	PMT -T9	Power Station
53	Electricity	Electrical equipment / stock	RMU 6	Power Station
54	Electricity	Electrical equipment / stock	RMU 7	Power Station
55	Electricity	Electrical equipment / stock	RMU 8	Power Station
56	Electricity	Electrical equipment / stock	RMU 9	Power Station
57	Electricity	Electrical equipment / stock	RMU 10	Power Station
58	Electricity	Electrical equipment / stock	RMU 11	Power Station

59	Electricity	Electrical equipment / stock	TRANSFORMER ENCLOSURE	Power Station
60	Electricity	Electrical equipment / stock	ALUM WIRE SCRAP	Power Station
61	Electricity	Electrical equipment / stock	ABC CABLES SCRAP	Power Station
62	Electricity	Electrical equipment / stock	ALUM WIRE SCRAP	Power Station
63	Electricity	Electrical equipment / stock	COPPER CABLES SCRAP	Wolseley Elec Depo
64	Electricity	Electrical equipment / stock	BATTER Y CHARGER 1	Wolseley Elec Depo
65	Electricity	Electrical equipment / stock	BATTER Y CHARGER 2	Wolseley Elec Depo
66	Electrical Distibution	Electrical equipment / stock	315 KVA MINISUB	Power Station
67	Electrical Distibution	Electrical equipment / stock	POLE MOUNT TRANSFORMER	Power Station
68	Electrical Distibution	Electrical equipment / stock	AUTO RECLOSURE	Power Station
69	Electrical Distibution	Vehicles	TOYOTA DYNA TRUCK	Power Station
70	Electrical Distibution	Electrical equipment / stock	POWERTECH TRANSFORMER 100KVA	Power Station
71	Electrical Distibution	Electrical equipment / stock	TRANSFORMER 500 KVA 500KVA	Power Station
72	Electrical Distibution	Electrical equipment / stock	TRANSFORMER 200 KVA	Power Station
73	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
74	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
75	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
76	Electrical Distibution	Electrical equipment / stock	25 KVA TRANSFORMER	Power Station
77	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
78	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
79	Electrical Distibution	Electrical equipment / stock	200 KVA TRANSFORMER	Power Station
80	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
81	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
82	Electrical Distibution	Electrical equipment / stock	500 KVA TRANSFORMER	Power Station
83	Electrical Distibution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
84	Electrical Distibution	Electrical equipment / stock	200 KVA TRANSFORMER	Power Station
85	Electrical Distibution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
86	Electrical Distibution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
87	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
88	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station

89	Electrical Distibution	Electrical equipment / stock	315 KVA MINISUB	Power Station
90	Electrical Distibution	Electrical equipment / stock	PMT -T12	Power Station
91	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
92	Electrical Distibution	Electrical equipment / stock	ASEA 500 KVA TRANSFORMER	Power Station
93	Electrical Distibution	Electrical equipment / stock	MANDAUL 16KVA TRANSFORMER	Power Station
94	Electrical Distibution	Electrical equipment / stock	JP 30KVA TRANSFORMER	Power Station
95	Electrical Distibution	Electrical equipment / stock	JO CASTRO 50 KVA TRANSFORMER	Power Station
96	Electrical Distibution	Electrical equipment / stock	PE 50 KVA TRANSFORMER	Power Station
97	Electrical Distibution	Electrical equipment / stock	315 KVA MINISUB	Power Station
98	Electrical Distibution	Electrical equipment / stock	LUCY METERING UNIT	Power Station
99	Electrical Distibution	Electrical equipment / stock	LUCY METERING UNIT	Power Station
100	Electrical Distibution	Electrical equipment / stock	MANDAUL 50 KVA TRANSFORMER	Power Station
101	Electrical Distibution	Electrical equipment / stock	PE 100 KVA TRANSFORMER	Power Station
102	Electrical Distibution	Electrical equipment / stock	ACTOM MINISUB 315KVA	Power Station
103	Electrical Distibution	Electrical equipment / stock	PE 100 KVA TRANSFORMER	Power Station
104	Electrical Distibution	Electrical equipment / stock	315 KVA MINISUB	Power Station
105	Electrical Distibution	Electrical equipment / stock	ACTOM MINISUB 315KVA	Power Station
106	Electrical Distibution	Electrical equipment / stock	400 KVA TRANSFORMER	Power Station
107	Electrical Distibution	Electrical equipment / stock	TRANSFORMER ENCLOSURE	Power Station
108	Electrical Distibution	Electrical equipment / stock	POWERTECH 50 KVA TRANSFORMER	Power Station
109	Electrical Distibution	Electrical equipment / stock	PE 16KVA TRANSFORMER	Power Station
110	Electrical Distibution	Electrical equipment / stock	AEI 100 KVA TRANSFORMER	Power Station
111	Electrical Distibution	Electrical equipment / stock	NEI 25 KVA TRANSFORMER	Power Station
112	Electrical Distibution	Electrical equipment / stock	MANDAUL 100 KVA TRANSFORMER	Power Station
113	Electrical Distibution	Electrical equipment / stock	PE 50 KVA TRANSFORMER	Power Station
114	Electrical Distibution	Electrical equipment / stock	STEEL CONTAINER	Power Station
115	Electrical Distibution	Electrical equipment / stock	PE 50 KVA TRANSFORMER	Power Station
116	Electrical Distibution	Electrical equipment / stock	ALSTOM 50 KVA TRANSFORMER	Power Station
117	Electrical Distibution	Electrical equipment / stock	POWERTECH TRANSFORMER 100KVA	Power Station
118	Electrical Distibution	Electrical equipment / stock	POWERTECH TTRANSFORMER 100KVA	Power Station

119	Electrical Distribution	Electrical equipment / stock	PE 50 KVA TRANSFORMER	Power Station
120	Electrical Distribution	Electrical equipment / stock	PE 50 KVA TRANSFORMER	Power Station
121	Electrical Distribution	Electrical equipment / stock	PE 50 KVA TRANSFORMER	Power Station
122	Electrical Distribution	Electrical equipment / stock	METERING UNIT	Power Station
123	Electrical Distribution	Electrical equipment / stock	PMS T4	Power Station
124	Electrical Distribution	Electrical equipment / stock	METERING UNIT	Power Station
125	Electrical Distribution	Electrical equipment / stock	315 KVA MINISUB	Power Station
126	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
127	Electrical Distribution	Electrical equipment / stock	METAL ENCLOSURE	Power Station
128	Electrical Distribution	Electrical equipment / stock	PE 100 KVA TRANSFORMER	Power Station
129	Electrical Distribution	Electrical equipment / stock	DESTA 100 KVA TRANSFORMER	Power Station
130	Electrical Distribution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
131	Electrical Distribution	Electrical equipment / stock	PE 25KVA TRANSFORMER	Power Station
132	Electrical Distribution	Electrical equipment / stock	ENGLISH ELECTRIC RMU	Power Station
133	Electrical Distribution	Electrical equipment / stock	P E 25 KVA TRANSFORMER	Power Station
134	Electrical Distribution	Electrical equipment / stock	POWERTECH 50 KVA TRANSFORMER	Power Station
135	Electrical Distribution	Electrical equipment / stock	TRANSFORMER ENCLOSURE	Power Station
136	Electrical Distribution	Electrical equipment / stock	315 KVA MINISUB	Power Station
137	Electrical Distribution	Electrical equipment / stock	TRANSFORMER ENCLOSURE	Power Station
138	Electrical Distribution	Electrical equipment / stock	315 KVA MINISUB	Power Station
139	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
140	Electrical Distribution	Electrical equipment / stock	315 KVA MINISUB	Power Station
141	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
142	Electrical Distribution	Electrical equipment / stock	PMT -T9	Power Station
143	Electrical Distribution	Electrical equipment / stock	RMU	Power Station
144	Electrical Distribution	Electrical equipment / stock	315 KVA MINISUB	Power Station
145	Electrical Distribution	Electrical equipment / stock	PE 50 KVA TRANSFORMER	Power Station
146	Electrical Distribution	Electrical equipment / stock	PE KVA TRANSFORMER	Power Station
147	Electrical Distribution	Electrical equipment / stock	315 KVA MINISUB	Power Station
148	Electrical Distribution	Electrical equipment / stock	315 KVA MINISUB	Power Station

149	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
150	Electrical Distribution	Electrical equipment / stock	STEEL BOX	Power Station
151	Electrical Distribution	Electrical equipment / stock	METERING UNIT	Power Station
152	Electrical Distribution	Electrical equipment / stock	RMU	Power Station
153	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
154	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
155	Electrical Distribution	Electrical equipment / stock	25 KVA TRANSFORMER	Power Station
156	Electrical Distribution	Electrical equipment / stock	LUCY SWITCHGEAR	Power Station
157	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
158	Electrical Distribution	Electrical equipment / stock	300 KVA TRANSFORMER	Power Station
159	Electrical Distribution	Electrical equipment / stock	200 KVA TRANSFORMER	Power Station
160	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
161	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
162	Electrical Distribution	Electrical equipment / stock	25 KVA TRANSFORMER	Power Station
163	Electrical Distribution	Electrical equipment / stock	250 KVA TRANSFORMER	Power Station
164	Electrical Distribution	Electrical equipment / stock	POWERTECH 100 KVA TRANSFORMER	Power Station
165	Electrical Distribution	Electrical equipment / stock	160 KVA TRANSFORMER	Power Station
166	Electrical Distribution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
167	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
168	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
169	Electrical Distribution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
170	Electrical Distribution	Electrical equipment / stock	RMU	Power Station
171	Electrical Distribution	Electrical equipment / stock	RMU	Power Station
172	Electrical Distribution	Electrical equipment / stock	25 KVA TRANSFORMER	Power Station
173	Electrical Distribution	Electrical equipment / stock	STEEL ENCLOSURE	Power Station
174	Electrical Distribution	Electrical equipment / stock	RMU	Power Station
175	Electrical Distribution	Electrical equipment / stock	RMU	Power Station
176	Electrical Distribution	Electrical equipment / stock	315 KVA TRANSFORMER	Power Station
177	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
178	Electrical Distribution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station

179	Electrical Distibution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
180	Electrical Distibution	Electrical equipment / stock	100 KVA TRANSFORMER	Power Station
181	Electrical Distibution	Electrical equipment / stock	50 KVA TRANSFORMER	Power Station
182	Electrical Distibution	Electrical equipment / stock	315 KVA MINISUB	Power Station
183	Electrical Distibution	Electrical equipment / stock	200 KVA TRANSFORMER	Power Station
184	Electrical Distibution	Electrical equipment / stock	TRANSFORMER ENCLOSURE	Power Station
185	Electrical Distibution	Electrical equipment / stock	TRANSFORMER ENCLOSURE	Power Station
186	Electrical Distibution	Vehicles	BAKKIE SCRAP 4X4	Power Station
187	Electrical Distibution	Electrical equipment / stock	STREETLIGHT FITTINGS	Power Station
188	Electrical Distibution	Electrical equipment / stock	FIBREGLOSS CANOPY	Power Station
189	Electrical Distibution	Electrical equipment / stock	RMU	Power Station
190	Electrical Distibution	Electrical equipment / stock	RMU	Power Station
191	Electrical Distibution	Electrical equipment / stock	RMU	Power Station
192	Electrical Distibution	Electrical equipment / stock	RMU	Power Station
193	Electrical Distibution	Office equipment	DEEP FREEZER	Power Station
194	Electrical Distibution	Electrical equipment / stock	MV CURRENT TRANSFORMERS	Power Station
195	Electrical Distibution	Electrical equipment / stock	CREDIT METERS	Power Station
196	Electrical Distibution	Electrical equipment / stock	BOMAG PETROL WACKER	Power Station
197	Electrical Distibution	Electrical equipment / stock	AMMAN PETROL WACKER	Power Station
198	Electrical Distibution	Office equipment : Computer Hardware	LG MONITOR	Power Station
199	Electrical Distibution	Electrical equipment / stock	NU TEC MICROWAVE OWEN	Power Station
200	Electrical Distibution	Electrical equipment / stock	BAUR MICROWAVE OVEN	Power Station
201	Electrical Distibution	Office equipment	2 PLAAT STOOF	Power Station
202	Electrical Distibution	Office equipment	2 PLAAT STOOF	Power Station
203	Electrical Distibution	Office equipment	LG AIRCON	Power Station
204	Electrical Distibution	Office equipment	SAMSUNG AIRCON	Power Station
205	Electrical Distibution	Electrical equipment / stock	COPPER CABLES SCRAP	Power Station
206	Electrical Distibution	Electrical equipment / stock	ALUM CABLES SCRAP	Power Station
207	Electrical Distibution	Electrical equipment / stock	ABC CABLES SCRAP	Power Station
208	Electrical Distibution	Electrical equipment / stock	ALUM WIRE SCRAP	Power Station

209	Electrical Distibution	Electrical equipment / stock	ANTENNAS	Power Station	-	-	-	-		
210	Electrical Distibution	Electrical equipment / stock	LYCY SWITCH GEAR	Power Station	-	-	-	-		
211	Electrical Distibution	Electrical equipment / stock	BATTER Y CHARGER	Power Station	-	-	-	-		
212	Electrical Distibution	Electrical equipment / stock	METAL ENCLOSURE	Power Station	-	-	-	-		
213	Electrical Distibution	Electrical equipment / stock	SWITCH GEAR	Power Station	-	-	-	-		
214	Electrical Distibution	Electrical equipment / stock	SWITCH GEAR	Power Station	-	-	-	-		
215	Electrical Distibution	Electrical equipment / stock	SWITCH GEAR	Power Station	-	-	-	-		
216	Electrical Distibution	Electrical equipment / stock	SWITCHGEAR	Power Station	-	-	-	-		
217	Electrical Distibution	Electrical equipment / stock	SWITCH GEAR	Power Station	-	-	-	-		
218	Electrical Distibution	Electrical equipment / stock	FIBREGLASS CANOPY	Power Station	-	-	-	-		
219	Electrical Distibution	Electrical equipment / stock	REYROLLE SWITCH GEAR	Power Station	-	-	-	-		
220	Electrical Distibution	Electrical equipment / stock	METAL ENCLOSURE	Power Station	-	-	-	-		
221	Electrical Distibution	Electrical equipment / stock	METAL ENCLOSURE	Power Station	-	-	-	-		
222	Electrical Distibution	Electrical equipment / stock	METAL ENCLOSURE	Power Station	-	-	-	-		
223	Electrical Distibution	Electrical equipment / stock	METAL ENCLOSURE	Power Station	-	-	-	-		
					-	-	-	-		
224	Streets & Stormwater		URN	Ceres Depot	-	-	-	-		
225	Streets & Stormwater	Office equipment	Calculator	Ceres Depot	510.26	-	469.44	-	40.82	
226	Streets & Stormwater	Office equipment	Measuring Wheel	Ceres Depot	-	-	-	-		
227	Streets & Stormwater	Office equipment	Measuring Wheel	Ceres Depot	-	-	-	-		
228	Streets & Stormwater	Office equipment	Measuring Wheel	Workshop	-	-	-	-		
229	Streets & Stormwater	Plant & Equipment	Bomag Pedestrian roller	Ceres Depot	-	-	-	-		
230	Streets & Stormwater	Plant & Equipment	RoadMarker	Ceres Depot	-	-	-	-		
231	Streets & Stormwater	Office equipment : Computer Hardware	Computer	Ceres Depot	-	-	-	-		
232	Streets & Stormwater	Office equipment : Computer Hardware	Computer	Ceres Depot	-	-	-	-		
233	Streets & Stormwater	Office equipment	Fan	Ceres Depot	216.43	-	181.80	-	34.63	
234	Streets & Stormwater	Plant & Equipment	Scrap	Ceres Depot	-	-	-	-		
235	Streets & Stormwater	Plant & Equipment	Concrete Mixer	Workshop	-	-	-	-		
236	Streets & Stormwater	Plant & Equipment	Concrete Mixer	Workshop	425.22	-	401.48	-	22.74	1.00
237	Streets & Stormwater	Plant & Equipment	Concrete Mixer	Workshop	19,123.59	-	13,386.51	-	5,736.08	1.00

238	Streets & Stormwater	Plant & Equipment	Concrete Mixer	Ceres Depot	-	-	-	-
239	Streets & Stormwater	Vehicles	Trailer	Tulbagh Depot	-	-	-	-
240	Streets & Stormwater	Vehicles	Tractor	Tulbagh Depot	-	-	-	-
241	Streets & Stormwater	Vehicles	Red Trailer	Wolseley Depot	-	-	-	-
242	Streets & Stormwater	Vehicles	Tractor	Wolseley Depot	-	-	-	-
243	Streets & Stormwater	Vehicles	Green Tractor	Wolseley Depot	-	-	-	-
244	Streets & Stormwater		Old Stop signs	Wolseley Depot	-	-	-	-
245	Streets & Stormwater		Old Poles	Wolseley Depot	-	-	-	-
					-	-	-	-
246	Administration	Furniture & fittings	Chair	Technical Serfices - Office	-	-	-	-
247	Administration	Furniture & fittings	Leader chair with arms	Technical Serfices - Office	-	-	-	-
248	Administration	Furniture & fittings	Chair	Technical Serfices - Office	-	-	-	-
249	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	-	-	-	-
250	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	-	-	-	-
251	Administration	Furniture & fittings	Chair	Technical Serfices - Office	-	-	-	-
252	Administration	Furniture & fittings	Chair	Technical Serfices - Office	-	-	-	-
253	Administration	Furniture & fittings	Refuse bin - wood	Technical Serfices - Office	-	-	-	-
254	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	1,000.00	-	893.33	- 106.67
255	Administration	Furniture & fittings	Chair Red	Technical Serfices - Office	-	-	-	-
256	Administration	Furniture & fittings	Chair Blue	Technical Serfices - Office	-	-	-	-
257	Administration	Furniture & fittings	Chair	Technical Serfices - Office	1,000.00	-	893.33	- 106.67
258	Administration	Furniture & fittings	Chair	Technical Serfices - Office	-	-	-	-
259	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	-	-	-	-
260	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	-	-	-	-
261	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	-	-	-	-
262	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	-	-	-	-
263	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	-	-	-	-
264	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	730.00	-	652.13	- 77.87
265	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	730.02	-	652.15	- 77.87
266	Administration	Furniture & fittings	Leader Chair Arm	Technical Serfices - Office	-	-	-	-

267	Administration	Furniture & fittings	Leader Chair Arm	Technical Serfices - Office	-	-	-	-
268	Administration	Furniture & fittings	Leader Chair Arm	Technical Serfices - Office	729.00	-	675.77	- 53.23
269	Administration	Furniture & fittings	Material Chair Arm	Technical Serfices - Office	-	-	-	-
270	Administration	Furniture & fittings	Material Chair Arm	Technical Serfices - Office	-	-	-	-
271	Administration	Furniture & fittings	Chair Arm	Technical Serfices - Office	1,000.00	-	893.33	- 106.67
272	Administration	Furniture & fittings	Chair	Technical Serfices - Office	-	-	-	-
273	Administration	Furniture & fittings	Chair	Technical Serfices - Office	-	-	-	-
274	Administration	Office equipment	Notice board	Technical Serfices - Office	130.38	-	119.56	- 10.82
275	Administration	Office equipment	Chair	Technical Serfices - Office	-	-	-	-
					-	-	-	-
276	Housing Administration	Plant & Equipment	Planner	Housing Store	-	-	-	-
277	Housing Administration	Plant & Equipment	Impact drill	Housing Store	-	-	-	-
278	Housing Administration	Plant & Equipment	Cordless drill	Housing Store	-	-	-	-
279	Housing Administration	Plant & Equipment	Grinder	Housing Store	850.44	-	684.41	- 92.96 73.07
280	Housing Administration	Plant & Equipment	Skill saw	Housing Store	-	-	-	-
281	Housing Administration	Plant & Equipment	Skill saw	Housing Store	10,205.30	-	4,795.82	- 4,532.58 876.90
282	Housing Administration	Plant & Equipment	Belt sander	Housing Store	-	-	-	-
283	Housing Administration	Plant & Equipment	Hammer drill	Housing Store	1,460.48	-	1,084.52	- 375.96
284	Housing Administration	Plant & Equipment	Angle grinder	Housing Store	850.44	-	722.73	- 127.71
285	Housing Administration	Office equipment	Heater	Housing Store	429.82	-	330.89	- 98.93
286	Housing Administration	Plant & Equipment	Generator	Housing Store	-	-	-	-
287	Housing Administration	Office equipment	Aircon	Housing Store	-	-	-	-
288	Housing Administration	Office equipment	Aircon	Housing Store	-	-	-	-
289	Housing Administration	Office equipment	Aircon	Housing Store	-	-	-	-
290	Housing Administration	Office equipment	Aircon	Housing Store	-	-	-	-
291	Housing Administration	Office equipment	Aircon	Housing Store	-	-	-	-
292	Housing Administration	Office equipment	Aircon	Housing Store	-	-	-	-
					-	-	-	-
293	Socio-Economic Development	Office equipment	LCD Projector	main office (LED manager office)	11,468.87	-	10,143.83	- 1,325.04
294	Socio-Economic Development	Office equipment	Office chair	main office (LED manager office)	-	-	-	-

					-	-	-	-
295	Facilities & Environment	Furniture & fittings	Aluminium doors	BV Comm hall	-	-	-	-
296	Facilities & Environment	Office equipment	black plastic chairs	BV Comm hall	-	-	-	-
297	Facilities & Environment	Office equipment	beige plastic chairs	BV Comm hall	-	-	-	-
298	Facilities & Environment	Office equipment	beige plastic chairs	ceres Pake depot	-	-	-	-
299	Facilities & Environment	Office equipment	blk and beige plastic seats	Ceres Parke Depot	-	-	-	-
300	Facilities & Environment	Office equipment	chair frames	Ceres Parke Depot	-	-	-	-
301	Facilities & Environment	Office equipment	steel foldaway table	BV Comm hall	-	-	-	-
302	Facilities & Environment	Office equipment	wooden table	PAH Town hall	510.26	-	453.19	- 57.07
303	Facilities & Environment	Furniture & fittings	vertical blinds	PAH Townhall	-	-	-	-
304	Facilities & Environment	Furniture & fittings	wooden pelmits	PAH Townhall	-	-	-	-
305	Facilities & Environment	Office equipment	plastic chairs	Kononia hall	-	-	-	-
306	Facilities & Environment	Furniture & fittings	wooden 3 seater chairs	Kononia hall	-	-	-	-
307	Facilities & Environment	Furniture & fittings	WAP Vacuum cleaner	container Ceres Parks depot	-	-	-	-
308	Facilities & Environment	Furniture & fittings	foldaway steel table	container Ceres Parks depot	-	-	-	-
309	Facilities & Environment	Furniture & fittings	wooden door	container Ceres Parks depot	-	-	-	-
310	Facilities & Environment	Furniture & fittings	electric stove	container Ceres Parks depot	-	-	-	-
311	Facilities & Environment	Furniture & fittings	folding doors	container Ceres Parks depot	-	-	-	-
312	Facilities & Environment	Furniture & fittings	typist chairs	container Ceres Parks depot	-	-	-	-
313	Facilities & Environment	Furniture & fittings	buffing machine	container Ceres Parks depot	4,252.21	-	3,635.66	- 616.55
314	Facilities & Environment	Furniture & fittings	curtains	container Ceres Parks depot	-	-	-	-
315	Facilities & Environment	Furniture & fittings	wooden door	Ceres Town hall	-	-	-	-
316	Facilities & Environment	Furniture & fittings	fire extinguisher	room 60 mr de Koker	-	-	-	-
317	Facilities & Environment	Office equipment	kettles	room 60 mr de Koker	-	-	-	-
318	Facilities & Environment	Office equipment	2way radios	room 60 mr de Koker	-	-	-	-
319	Facilities & Environment	Office equipment	radio chargers	room 60 mr de Koker	-	-	-	-
320	Facilities & Environment	Plant & Equipment	compressor	Ceres Parks depot	-	-	-	-
321	Facilities & Environment	Vehicles	tractor	Ceres Parks depot	12,756.62	-	2,342.91	- 10,413.71
322	Facilities & Environment	Vehicles	tractor	Ceres Parks depot	46,707.56	-	21,936.20	- 24,771.36
323	Facilities & Environment	Vehicles	tractor	TULBAGH DEPOT	12,756.62	-	425.21	- 12,331.41

324	Facilities & Environment	Vehicles	tractor	TULBAGH DEPOT	12,756.62	-	425.21	-	12,331.41	
325	Facilities & Environment	Plant & Equipment	Chainsaw	Ceres Parke Depot	-	-	-	-	-	
326	Facilities & Environment	Plant & Equipment	hand Blower mower	Ceres Parke Depot	-	-	-	-	-	
327	Facilities & Environment	Plant & Equipment	pressure cleaner	Ceres Parke Depot	-	-	-	-	-	
328	Facilities & Environment	Plant & Equipment	brushcutters	Ceres Parke Depot	-	-	-	-	-	
329	Facilities & Environment	Plant & Equipment	bossiekapper	Ceres Parke Depot	-	-	-	-	-	
330	Facilities & Environment	Vehicles	trailer	Ceres Parke Depot	-	-	-	-	-	
331	Facilities & Environment	Office equipment	aircon	wolseley parke	-	-	-	-	-	
332	Facilities & Environment	Vehicles	bicycle	wolseley parke	-	-	-	-	-	
333	Facilities & Environment	Plant & Equipment	ride on mower	wolseley parke	-	-	-	-	-	
334	Facilities & Environment	Plant & Equipment	kohler command pro 13 engine	wolseley parke	-	-	-	-	-	
335	Facilities & Environment	Plant & Equipment	engine	wolseley parke	-	-	-	-	-	
336	Facilities & Environment	Plant & Equipment	engine	wolseley parke	-	-	-	-	-	
337	Facilities & Environment	Plant & Equipment	mowers	wolseley parke	-	-	-	-	-	
338	Facilities & Environment	Plant & Equipment	mowers	wolseley parke	-	-	-	-	-	
339	Facilities & Environment	Plant & Equipment	brushcutter	wolseley parke	8,504.42	-	8,045.37	-	458.05	1.00
340	Facilities & Environment	Plant & Equipment	blowet mower	wolseley parke	-	-	-	-	-	
341	Facilities & Environment	Plant & Equipment	brushcutter	wolseley parke	-	-	-	-	-	
342	Facilities & Environment	Vehicles	tractor	Ceres Parke Depot	12,756.62	-	695.35	-	12,712.09	739.88
343	Facilities & Environment	Vehicles	tractor	Ceres Parke Depot	-	-	-	-	-	
344	Facilities & Environment	Vehicles	tractor	Ceres Parke Depot	-	-	-	-	-	
345	Facilities & Environment	Vehicles	tarctor	wolseley parke	12,756.62	-	2,350.20	-	10,406.42	
346	Facilities & Environment	Vehicles	bakkie	WORKSHOP	51,026.49	-	32,274.74	-	18,751.75	
347	Facilities & Environment	Office equipment	10 SCHOOLDESKS AND 21TOPS	Ceres Parke Depot	-	-	-	-	-	
348	Facilities & Environment	Office equipment	steel lockers	Ceres Parke Depot	-	-	-	-	-	
349	Facilities & Environment	Plant & Equipment	100m flathose	Ceres Parke Depot	-	-	-	-	-	
350	Facilities & Environment	Plant & Equipment	20L hebicide plastic containers	Ceres Parke Depot	-	-	-	-	-	
					-	-	-	-	-	
351	Mechanical Workshop	Vehicles	Tractor Case 485A		12,756.62	-	2,359.53	-	10,397.09	
352	Mechanical Workshop	Vehicles	Toyota Dyna(ladder truck)		34,017.66	-	7,067.93	-	26,949.73	

353	Mechanical Workshop	Vehicles	Toyota Corolla 160i		29,765.45	-	16,343.40	-	13,422.05	
354	Mechanical Workshop	Vehicles	Nissan 1400		-	-	-	-	-	
355	Mechanical Workshop	Vehicles	Concrete mixer		-	-	-	-	-	
356	Mechanical Workshop	Vehicles	Concrete mixer		425.22	-	401.48	-	22.74	1.00
357	Mechanical Workshop	Vehicles	Concrete mixer		19,123.59	-	13,386.51	-	5,736.08	1.00
358	Mechanical Workshop	Vehicles	BOMAG pedestrian roller		-	-	-	-	-	
359	Mechanical Workshop	Vehicles	Ford 3000 tractor		12,756.62	-	425.21	-	12,331.41	
360	Mechanical Workshop	Vehicles	CASE AVJ55 tractor		-	-	-	-	-	
361	Mechanical Workshop	Vehicles	Case 485A tractor		12,756.62	-	2,361.72	-	10,394.90	
362	Mechanical Workshop	Vehicles	Case 685A tractor		-	-	-	-	-	
363	Mechanical Workshop	Vehicles	Ford 3600 tractor		-	-	-	-	-	
364	Mechanical Workshop	Vehicles	Compressor		-	-	-	-	-	
365	Mechanical Workshop	Vehicles	Case Tractor		12,756.62	-	425.21	-	12,331.41	
366	Mechanical Workshop	Vehicles	Ford 6610 Rovic & Leers		12,756.62	-	425.21	-	12,331.41	
367	Mechanical Workshop	Vehicles	Ford 4000 tractor		-	-	-	-	-	
368	Mechanical Workshop	Vehicles	Ford 3600 tractor		12,756.62	-	425.21	-	12,331.41	
369	Mechanical Workshop	Vehicles	Ford 5000 tractor		-	-	-	-	-	
370	Mechanical Workshop	Vehicles	Ford 5000 tractor		12,756.62	-	425.21	-	12,331.41	
371	Mechanical Workshop	Vehicles	Home built Trailer		6,378.31	-	4,461.50	-	1,915.81	1.00
372	Mechanical Workshop	Vehicles	Home built Trailer		6,378.31	-	5,715.84	-	661.47	1.00
373	Mechanical Workshop	Vehicles	Home built Trailer		-	-	-	-	-	
374	Mechanical Workshop	Vehicles	Case 658		-	-	-	-	-	
375	Mechanical Workshop	Vehicles	Home built Trailer		6,378.31	-	5,948.38	-	428.93	1.00
376	Mechanical Workshop	Vehicles	Trailer midsize		-	-	-	-	-	
377	Mechanical Workshop	Vehicles	Trailer tipper		-	-	-	-	-	
378	Mechanical Workshop	Vehicles	Massey Ferguson 365 tractor		12,756.62	-	425.21	-	12,330.41	1.00
379	Mechanical Workshop	Vehicles	Trailer tipper		2,126.10	-	1,487.16	-	637.94	1.00
380	Mechanical Workshop	Vehicles	Bossie kapper		-	-	-	-	-	
381	Mechanical Workshop	Vehicles	Bossie kapper		-	-	-	-	-	
382	Mechanical Workshop	Vehicles	Bossie kapper		-	-	-	-	-	

383	Mechanical Workshop	Vehicles	Nissan 1400		59,530.91	-	34,622.39	-	24,908.52	
384	Mechanical Workshop	Vehicles	Nissan 1400		59,530.91	-	44,344.17	-	15,186.74	
385	Mechanical Workshop	Vehicles	Mazda Rustler CVH		-		-	-	-	
386	Mechanical Workshop	Vehicles	VW Citi Golf		15,222.90	-	3,833.74	-	11,389.16	
387	Mechanical Workshop	Vehicles	Toyota Dyna Tipper		25,000.00	-	1,666.67	-	23,333.33	
388	Mechanical Workshop	Vehicles	Toyota Dyna Tipper		68,035.32	-	37,080.05	-	30,955.27	
389	Mechanical Workshop	Vehicles	Toyota Dyna Ladder		21,261.04	-	1,417.43	-	19,843.61	
390	Mechanical Workshop	Vehicles	Toyota DA116 chassis cab		-		-	-	-	
391	Mechanical Workshop	Vehicles	Isuzu Water tanker		5,000.00	-	333.33	-	4,666.67	
392	Mechanical Workshop	Vehicles	Toyota DA116 vacuum tanker		68,035.32	-	42,990.88	-	25,044.44	
393	Mechanical Workshop	Vehicles	Buffel (whereabouts unknown)		21,261.04	-	1,417.43	-	19,843.61	
394	Mechanical Workshop	Vehicles	Tata Sedan		93,859.65	-	84,058.62	-	9,801.03	
	Mechanical Workshop	Vehicles	Dyna Pac pedestrian roller		-		-	-	-	
	Mechanical Workshop	Vehicles	Toyota Hilux 2,4 petrol 4X4		59,530.91	-	33,559.08	-	25,971.83	
	Mechanical Workshop	Vehicles	Toyota Hilux 2,4 petrol 4X4		59,530.91	-	33,602.82	-	25,928.09	
	Mechanical Workshop	Vehicles	Ford Bantam Rocam 1,6		76,539.74	-	69,596.53	-	6,943.21	
	Mechanical Workshop	Vehicles	Ford Bantam Rocam 1,6		76,539.74	-	69,596.53	-	6,943.21	
	Mechanical Workshop	Vehicles	Loose Caterpillar 6 cylinder diesel engine		-		-	-	-	
	Mechanical Workshop	Vehicles	Allotment of loose srcap metal / used parts		-		-	-	-	
	Mechanical Workshop	Vehicles	Venter Trailer Dog impound unit		4,252.21	-	2,974.34	-	1,277.87	
	Mechanical Workshop	Vehicles	Toyota Tazz 1.3		24,263.88	-	2,361.52	-	21,902.36	
					-		-	-	-	
395	IT	PC	PC Desktop Case		4,252.21	-	3,874.24	-	376.97	1.00
396	IT	PC	PC Desktop Case		6,991.93	-	5,873.22	-	1,117.71	1.00
397	IT	PC	PC Desktop Case		-		-	-	-	-
398	IT	PC	PC Desktop Case		6,991.93	-	5,947.80	-		1,044.13
399	IT	PC	PC Desktop Case		4,252.21	-	3,874.24	-	376.97	1.00
400	IT	PC	PC Desktop Case		4,252.21	-	3,430.56	-	468.87	352.78
401	IT	PC	PC Desktop Case		4,252.21	-	3,405.37	-	845.84	1.00
402	IT	PC	PC Desktop Case		6,991.93	-	5,947.80	-		1,044.13

403	IT	PC	PC Desktop Case		935.49	-	857.88	-	77.61
404	IT	PC	PC Desktop Case		6,991.93	-	5,947.80	-	1,044.13
405	IT	PC	PC Desktop Case		4,252.21	-	3,430.56	-	468.87
406	IT	PC	PC Desktop Case		5,302.24	-	4,906.34	-	395.90
407	IT	PC	PC Desktop Case		-	-	-	-	-
408	IT	PC	PC Desktop Case		6,991.93	-	5,947.80	-	1,044.13
409	IT	PC	PC Desktop Case		4,252.21	-	3,430.56	-	468.87
410	IT	PC	PC Desktop Case		-	-	-	-	-
411	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
412	IT	PC	PC Desktop Case		6,788.16	-	5,256.04	-	1,532.12
413	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
414	IT	PC	PC Desktop Case		4,192.28	-	3,566.23	-	626.05
415	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
416	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
417	IT	PC	PC Desktop Case		-	-	-	-	-
418	IT	PC	PC Desktop Case		4,227.01	-	3,851.28	-	374.73
419	IT	PC	PC Desktop Case		-	-	-	-	-
420	IT	PC	PC Desktop Case		2,607.64	-	2,190.42	-	416.22
421	IT	PC	PC Desktop Case		458.03	-	420.03	-	38.00
422	IT	PC	PC Desktop Case		4,252.21	-	3,874.24	-	376.97
423	IT	PC	PC Desktop Case		5,302.24	-	4,878.06	-	423.18
424	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
425	IT	PC	PC Desktop Case		-	-	-	-	-
426	IT	PC	PC Desktop Case		4,192.28	-	3,521.52	-	669.76
427	IT	PC	PC Desktop Case		4,192.28	-	3,566.23	-	626.05
428	IT	PC	PC Desktop Case		-	-	-	-	-
429	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
430	IT	PC	PC Desktop Case		5,302.24	-	4,878.06	-	423.18
431	IT	PC	PC Desktop Case		24,253.22	-	20,372.70	-	3,879.52
432	IT	PC	PC Desktop Case		1,564.58	-	1,385.77	-	177.81

433	IT	PC	PC Desktop Case		5,302.24	-	4,906.34	-	395.90
434	IT	PC	PC Desktop Case		4,252.21	-	3,874.24	-	376.97
435	IT	PC	PC Desktop Case		5,302.24	-	4,878.06	-	423.18
436	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
437	IT	PC	PC Desktop Case		6,527.78	-	5,947.53	-	579.25
438	IT	PC	PC Desktop Case		14,404.75	-	12,484.12	-	1,919.63
439	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
440	IT	PC	PC Desktop Case		-	-	-	-	-
441	IT	PC	PC Desktop Case		4,252.21	-	3,874.24	-	376.97
442	IT	PC	PC Desktop Case		-	-	-	-	-
443	IT	PC	PC Desktop Case		4,227.01	-	3,876.32	-	350.69
444	IT	PC	PC Desktop Case		1,700.88	-	1,573.88	-	127.00
445	IT	PC	PC Desktop Case		3,690.00	-	3,138.96	-	551.04
446	IT	PC	PC Desktop Case		5,302.24	-	4,906.34	-	395.90
447	IT	PC	PC Desktop Case		5,302.24	-	4,906.34	-	395.90
448	IT	PC	PC Desktop Case		1,031.57	-	877.52	-	154.05
449	IT	PC	PC Desktop Case		6,991.93	-	5,947.80	-	1,044.13
450	IT	PC	PC Desktop Case		-	-	-	-	-
451	IT	PC	PC Desktop Case		3,228.07	-	2,746.01	-	482.06
452	IT	PC	PC Desktop Case		-	-	-	-	-
453	IT	PC	PC Desktop Case		5,302.24	-	4,878.06	-	423.18
454	IT	PC	PC Desktop Case		3,659.41	-	3,462.90	-	195.51
455	IT	PC	PC Desktop Case		4,252.21	-	3,430.56	-	468.87
456	IT	PC	PC Desktop Case		-	-	-	-	-
457	IT	PC	PC Desktop Case		3,690.00	-	3,099.60	-	589.40
458	IT	PC	PC Desktop Case		3,690.00	-	3,138.96	-	551.04
459	IT	PC	PC Desktop Case		5,302.24	-	4,878.06	-	423.18
460	IT	PC	PC Desktop Case		-	-	-	-	-
461	IT	PC	PC Desktop Case		6,991.93	-	5,873.22	-	1,117.71
462	IT	PC	PC Desktop Case		5,302.24	-	4,906.34	-	395.90

463	IT	PC	PC Desktop Case		-	-	-	-		
464	IT	PC	PC Desktop Case		5,302.24	-	4,906.34	-	395.90	
465	IT	PC	PC Desktop Case		5,302.24	-	4,178.86	-	1,122.38	1.00
466	IT	PC	PC Desktop Case		6,991.93	-	5,873.22	-	1,117.71	1.00
467	IT	PC	PC Desktop Case		4,252.21	-	3,874.24	-	376.97	1.00
468	IT	PC	PC Desktop Case		5,302.24	-	4,178.86	-	1,122.38	1.00
469	IT	PC	PC Desktop Case		4,252.21	-	3,874.24	-	376.97	1.00
470	IT	PC	PC Desktop Case		6,788.16	-	5,146.60	-	1,640.56	1.00
471	IT	PC	PC Desktop Case		6,991.93	-	5,873.22	-	1,117.71	1.00
472	IT	PC	PC Desktop Case		-	-	-	-	-	-
473	IT	PC	PC Desktop Case		595.31	-	545.92	-	-	49.39
474	IT	PC	PC Desktop Case		-	-	-	-	-	-
475	IT	PC	PC Desktop Case		595.31	-	348.85	-	197.07	49.39
476	IT	PC	PC Desktop Case		595.31	-	545.92	-	-	49.39
477	IT	PC	PC Desktop Case		-	-	-	-	-	-
478	IT	PC	PC Desktop Case		-	-	-	-	-	-
479	IT	PC	PC Desktop Case		657.53	-	602.98	-	-	54.55
480	IT	PC	PC Desktop Case		-	-	-	-	-	-
481	IT	PC	PC Desktop Case		-	-	-	-	-	-
482	IT	Monitor	CRT Monitor		595.31	-	477.61	-	116.70	1.00
483	IT	Monitor	CRT Monitor		1,160.95	-	1,098.61	-	61.34	1.00
484	IT	Monitor	CRT Monitor		595.31	-	477.61	-	116.70	1.00
485	IT	Monitor	CRT Monitor		595.31	-	542.39	-	51.92	1.00
486	IT	Monitor	CRT Monitor		595.31	-	481.14	-	64.78	49.39
487	IT	Monitor	CRT Monitor		595.31	-	481.14	-	64.78	49.39
488	IT	Monitor	CRT Monitor		657.53	-	527.40	-	129.13	1.00
489	IT	Monitor	CRT Monitor		595.31	-	477.61	-	116.70	1.00
490	IT	Monitor	CRT Monitor		166.71	-	97.35	-	68.36	1.00
491	IT	Monitor	CRT Monitor		595.31	-	345.32	-	248.99	1.00
492	IT	Monitor	CRT Monitor		595.31	-	477.61	-	116.70	1.00

493	IT	Monitor	CRT Monitor		1,070.00 -	910.21	-	159.79
494	IT	Monitor	CRT Monitor		595.31 -	476.61 -	117.70	1.00
495	IT	Monitor	LED Monitor		595.31 -	542.39 -	51.92	1.00
496	IT	Monitor	CRT Monitor		595.31 -	542.39 -	51.92	1.00
497	IT	Monitor	CRT Monitor		-	-	-	-
498	IT	Monitor	CRT Monitor		595.31 -	477.61 -	116.70	1.00
499	IT	Monitor	CRT Monitor		595.31 -	481.14 -	64.78	49.39
500	IT	Monitor	CRT Monitor		595.31 -	545.92	-	49.39
501	IT	Monitor	CRT Monitor		458.03 -	417.32 -	39.71	1.00
502	IT	Monitor	CRT Monitor		595.31 -	542.39 -	51.92	1.00
503	IT	Monitor	CRT Monitor		595.31 -	542.39 -	51.92	1.00
504	IT	Monitor	CRT Monitor		500.14 -	446.79	-	53.35
505	IT	Monitor	CRT Monitor		595.31 -	477.61 -	116.70	1.00
506	IT	Monitor	CRT Monitor		595.31 -	477.61 -	116.70	1.00
507	IT	Monitor	LED Monitor		595.31 -	545.92	-	49.39
508	IT	Monitor	CRT Monitor		595.31 -	477.61 -	116.70	1.00
509	IT	Monitor	CRT Monitor		595.31 -	542.39 -	51.92	1.00
510	IT	Monitor	LED Monitor		1,095.61 -	1,028.67 -	65.94	1.00
511	IT	Monitor	LED Monitor		1,621.00 -	1,361.64 -	258.36	1.00
512	IT	Monitor	LED Monitor		1,031.57 -	877.52	-	154.05
513	IT	Monitor	CRT Monitor		595.31 -	542.39 -	51.92	1.00
514	IT	Monitor	CRT Monitor		1,031.57 -	866.52 -	164.05	1.00
515	IT	Monitor	LED Monitor		595.31 -	542.39 -	51.92	1.00
516	IT	Monitor	LED Monitor		-	-	-	-
517	IT	Monitor	CRT Monitor		595.31 -	542.39 -	51.92	1.00
518	IT	Monitor	LED Monitor		-	-	-	-
519	IT	Monitor	LED Monitor		1,031.57 -	877.52	-	154.05
520	IT	Monitor	LED Monitor		712.75 -	624.05	-	88.70
521	IT	Monitor	LED Monitor		1,070.01 -	910.22	-	159.79
522	IT	Monitor	LED Monitor		1,153.50 -	937.91	-	215.59

523	IT	Monitor	CRT Monitor		595.31	-	545.92	-	49.39
524	IT	Monitor	LED Monitor		1,450.00	-	1,233.47	-	216.53
525	IT	Monitor	LED Monitor		1,160.95	-	1,102.76	-	58.19
526	IT	Monitor	LED Monitor		595.31	-	545.92	-	49.39
527	IT	Monitor	LED Monitor		657.53	-	602.98	-	54.55
528	IT	Monitor	LED Monitor		1,031.57	-	877.52	-	154.05
529	IT	Monitor	LED Monitor		1,157.89	-	838.78	-	146.20
530	IT	Monitor	LED Monitor		595.31	-	545.92	-	49.39
531	IT	Monitor	LED Monitor		458.03	-	365.66	-	54.37
532	IT	Monitor	LED Monitor		657.53	-	602.98	-	54.55
533	IT	Monitor	LED Monitor		1,160.95	-	1,102.76	-	58.19
534	IT	Monitor	LED Monitor		1,031.57	-	866.52	-	164.05
535	IT	Monitor	LED Monitor		3,461.13	-	2,907.35	-	552.78
536	IT	Monitor	LED Monitor		595.31	-	542.39	-	51.92
537	IT	Monitor	LED Monitor		657.53	-	599.08	-	57.45
538	IT	Monitor	CRT Monitor		-	-	-	-	-
539	IT	Monitor	CRT Monitor		595.31	-	545.92	-	49.39
540	IT	Monitor	CRT Monitor		595.31	-	542.39	-	51.92
541	IT	Monitor	CRT Monitor		-	-	-	-	-
542	IT	Monitor	LED Monitor		468.51	-	327.96	-	140.55
543	IT	Monitor	LED Monitor		1,160.95	-	1,102.76	-	58.19
544	IT	Monitor	CRT Monitor		-	-	-	-	-
545	IT	Monitor	CRT Monitor		-	-	-	-	-
546	IT	Monitor	CRT Monitor		1,070.00	-	910.21	-	159.79
547	IT	Monitor	CRT Monitor		-	-	-	-	-
548	IT	Monitor	Dell Laptop		4,944.44	-	4,206.07	-	738.37
549	IT	Monitor	HP Probook		1,415.00	-	1,370.13	-	44.87
550	IT	Laptop	Acer Extensa		7,403.35	-	6,789.15	-	614.20
551	IT	Laptop	Laptop		6,575.35	-	6,029.84	-	545.51
552	IT	Laptop	Acer Laptop		5,921.07	-	4,973.70	-	946.37

553	IT	Laptop	Acer Laptop		5,012.83	-	4,786.22	-	225.61	1.00
554	IT	Laptop	Acer Laptop		6,378.31	-	3,690.13	-	2,687.18	1.00
555	IT	Laptop	Acer Laptop		5,942.45	-	5,423.10	-	518.35	1.00
556	IT	Laptop	Mecer Laptop		8,704.00	-	2,581.20	-	6,121.80	1.00
557	IT	Laptop	Acer Laptop		5,921.05	-	5,036.84	-		884.21
558	IT	Laptop	Acer Laptop		16,099.11	-	14,763.48	-		1,335.63
559	IT	Laptop	Acer Laptop		5,550.00	-	5,253.59	-	295.41	1.00
560	IT	Laptop	Acer Laptop		7,457.35	-	6,794.47	-	661.88	1.00
561	IT	Laptop	Acer Laptop		6,575.35	-	6,029.84	-		545.51
562	IT	Laptop	Mecer Laptop		-	-	-	-	-	-
563	IT	Laptop	Acer Travelmate Laptop		7,996.89	-	7,399.79	-		597.10
564	IT	Laptop	Acer Travelmate Laptop		7,457.35	-	6,838.67	-		618.68
565	IT	Laptop	Acer Laptop		7,581.44	-	6,449.28	-		1,132.16
566	IT	Laptop	Mecer Laptop		8,279.25	-	6,954.57	-	1,323.68	1.00
567	IT	Laptop	Acer Travelmate Laptop		6,378.31	-	5,849.15	-		529.16
568	IT	Laptop	Acer Travelmate Laptop		7,996.89	-	4,918.07	-	3,077.82	1.00
569	IT	Laptop	Dell Vostro Laptop		7,020.00	-	6,712.27	-	306.73	1.00
570	IT	Laptop	Acer Travelmate Laptop		6,378.31	-	5,145.33	-	703.82	529.16
571	IT	Laptop	Acer Travelmate Laptop		9,735.96	-	8,282.06	-		1,453.90
572	IT	Laptop	Acer Travelmate Laptop		6,378.31	-	5,811.35	-	565.96	1.00
573	IT	Laptop	Acer Travelmate Laptop		9,041.22	-	6,555.24	-	2,484.98	1.00
574	IT	Laptop	Acer Travelmate Laptop		7,996.89	-	4,718.07	-	3,277.82	1.00
575	IT	Laptop	Mecer Laptop		-	-	-	-	-	-
576	IT	Laptop	Acer Travelmate Laptop		6,575.35	-	6,029.84	-		545.51
577	IT	Laptop	Acer Travelmate Laptop		6,378.31	-	5,107.53	-	1,269.78	1.00
578	IT	Laptop	Acer Travelmate Laptop		7,403.35	-	4,206.37	-	3,195.98	1.00
579	IT	Laptop	Acer Travelmate Laptop		5,012.83	-	4,786.22	-	225.61	1.00
580	IT	Laptop	Mecer Laptop		-	-	-	-	-	-
581	IT	Laptop	Mecer Laptop		8,279.25	-	6,954.57	-	1,323.68	1.00
582	IT	Laptop	Dell Laptop		-	-	-	-	-	-

583	IT	Laptop	Acer Travelmate Laptop		7,581.44	-	6,449.28	-	1,132.16
584	IT	PC	PC Desktop Case		6,991.93	-	5,947.80	-	1,044.13
585	IT	PC	PC Desktop Case		5,302.24	-	4,906.34	-	395.90
586	IT	PC	PC Desktop Case		4,252.21	-	3,899.43	-	352.78
587	IT	PC	PC Desktop Case		4,192.28	-	3,566.23	-	626.05
588	IT	PC	PC Desktop Case		3,690.00	-	3,138.96	-	551.04
589	IT	PC	Gigabyte Desktop		850.44	-	777.37	-	73.07
590	IT	PC	Gigabyte Desktop		263.16	-	255.05	-	8.11
591	IT	Switch	Netgear Switch		-	-	-	-	-
592	IT	Switch	3MM Switch		-	-	-	-	-
593	IT	Switch	Genius Switch		130.38	-	116.47	-	13.91
594	IT	Switch	Diablo Switch		6,991.93	-	5,109.77	-	838.03
595	IT	Switch	D-Link Switch		-	-	-	-	-
596	IT	Switch	Netgear Switch		1,264.18	-	1,106.86	-	157.32
597	IT	Switch	D-Link Switch		-	-	-	-	-
598	IT	Switch	Netgear Switch		-	-	-	-	-
599	IT	Switch	3MM Switch		-	-	-	-	-
600	IT	Switch	Netgear Switch		-	-	-	-	-
601	IT	Switch	Planet Bridge		-	-	-	-	-
602	IT	Switch	Netgear Switch		-	-	-	-	-
603	IT	Switch	D-Link Switch		1,335.53	-	1,136.09	-	199.44
604	IT	Switch	Netgear Switch		5,636.01	-	5,168.43	-	467.58
605	IT	Switch	Alta Netgear Switch		-	-	-	-	-
606	IT	Printer	HP Plotter		935.49	-	852.34	-	82.15
607	IT	Printer	HP Colorjet		935.49	-	749.96	-	184.53
608	IT	Printer	Serial printer		510.26	-	453.19	-	57.07
609	IT	Printer	Canon		939.34	-	855.84	-	82.50
610	IT	Printer	Canon		6,929.82	-	6,067.44	-	862.38
611	IT	Printer	HP Professional		935.49	-	852.34	-	82.15
612	IT	Printer	Tally		1,026.37	-	470.60	-	554.77

613	IT	Printer	Epson		2,039.47 -	1,713.15 -	325.32	1.00
614	IT	Printer	Nashua		22,111.48 -	17,769.14 -	2,442.39	1,899.95
615	IT	Printer	HP Laserjet		-	-	-	-
616	IT	Printer	HP Officejet		1,314.91 -	1,230.25 -	83.66	1.00
617	IT	Printer	HP Officejet		1,001.95 -	852.33	-	149.62
618	IT	Printer	OKI Microline		16,470.00 -	14,729.69 -	1,739.31	1.00
619	IT	Printer	HP Laserjet		935.49 -	857.88	-	77.61
620	IT	Printer	C-ITOH		-	-	-	-
621	IT	Printer	HP Laserjet		-	-	-	-
622	IT	Printer	Epson		5,055.00 -	4,300.12	-	754.88
623	IT	Printer	Epson		935.49 -	852.34 -	82.15	1.00
624	IT	Printer	Epson		-	-	-	-
625	IT	Scanner	Acer Scan Prisa		935.49 -	852.34 -	82.15	1.00
626	IT	Printer	Tally		1,710.61 -	1,436.91 -	272.70	1.00
627	IT	Printer	Tally		-	-	-	-
628	IT	Printer	Canon		921.05 -	783.51	-	137.54
629	IT	Printer	HP Deskjet		935.49 -	857.88	-	77.61
630	IT	Printer	HP Deskjet		935.49 -	749.96 -	184.53	1.00
631	IT	Printer	Epson		1,700.88 -	1,573.88	-	127.00
632	IT	Scanner	Kodak Scanner		62,929.00 -	57,708.22	-	5,220.78
633	IT	Printer	Epson		922.76 -	780.04	-	142.72
634	IT	Printer	Brother MPS		595.31 -	347.09 -	197.07	51.15
635	IT	Printer	Epson		-	-	-	-
636	IT	Printer	Epson		-	-	-	-
637	IT	Printer	OKI Microline		6,506.00 -	3,460.97 -	3,044.03	1.00
638	IT	Printer	OKI Microline		-	-	-	-
639	IT	Printer	Epson		935.49 -	755.50 -	102.38	77.61
640	IT	Printer	Epson		935.49 -	857.88	-	77.61
641	IT	Printer	HP		935.49 -	857.88	-	77.61
642	IT	Printer	Epson		5,079.60 -	4,321.05	-	758.55

643	IT	Printer	Canon		935.49 -	852.34 -	82.15	1.00
644	IT	Printer	HP		1,241.23 -	1,221.55	-	19.68
645	IT	Printer	Canon		-	-	-	-
646	IT	Printer	HP Officejet		850.44 -	774.85 -	74.59	1.00
647	IT	Printer	C-ITOH		2,070.18 -	1,410.43 -	658.75	1.00
648	IT	Printer	Seikosha		-	-	-	-
649	IT	Printer	Panasonic		1,030.70 -	939.08 -	90.62	1.00
650	IT	Printer	HP		935.49 -	852.34 -	82.15	1.00
651	IT	Printer	Epson		935.49 -	857.88	-	77.61
652	IT	Printer	Epson		935.49 -	857.88	-	77.61
653	IT	Printer	Epson		-	-	-	-
654	IT	Printer	Hermi		-	-	-	-
655	IT	Printer	Digital		-	-	-	-
656	IT	Printer	Epson		935.49 -	755.50 -	102.38	77.61
657	IT	Printer	Epson		-	-	-	-
658	IT	Printer	Epson		-	-	-	-
659	IT	Printer	Epson		-	-	-	-
660	IT	Printer	Epson		935.49 -	857.88	-	77.61
661	IT	Printer	Epson		-	-	-	-
662	IT	Printer	Epson		935.49 -	442.39 -	415.49	77.61
663	IT	Printer	Epson		5,055.00 -	4,300.12	-	754.88
664	IT	Monitor	AOC		-	-	-	-
665	IT	Monitor	Phillips		1,095.61 -	1,033.14	-	62.47
666	IT	Monitor	Samsung		1,070.00 -	910.21	-	159.79
667	IT	Monitor	Samsung		1,508.97 -	1,343.37	-	165.60
668	IT	Monitor	Samsung		1,228.00 -	1,166.91	-	61.09
669	IT	Monitor	Dell		2,086.11 -	1,826.51	-	259.60
670	IT	PC	Gigabyte Desktop		4,107.12 -	3,772.10	-	335.02
671	IT	PC	Gigabyte Desktop		-	-	-	-
672	IT	PC	Gigabyte Desktop		6,991.93 -	5,947.80	-	1,044.13

673	IT	PC	HP Desktop		3,659.41	-	3,476.01	-	183.40
674	IT	PC	Gigabyte Desktop						
675	IT	Monitor	Phillips		1,095.61	-	1,028.67	-	65.94
676	IT	Monitor	Phillips		1,095.61	-	1,028.67	-	65.94
677	Supply Chain	Store Items	NEUTRAL BARS 60A	Stores	4109.37		-	-	4109.37
678	Supply Chain	Store Items	8FT(75W) FLUORESCENT TUBES	Stores	1724.32		-	-	1724.32
679	Supply Chain	Store Items	BALLAST 8 FT DOUBLE	Stores	506.90		-	-	506.90
680	Supply Chain	Store Items	C / BREAKERS SHROUDS T/P 3PHASE	Stores	1870.24		-	-	1870.24
681	Supply Chain	Store Items	CHOKES 125W BALLAST M/VAPOUR	Stores	754.00		-	-	754.00
682	Supply Chain	Store Items	CURVED WASHERS 65x65x6mm	Stores	40.02		-	-	40.02
683	Supply Chain	Store Items	CIRCUIT BREAKER 50 AMP T/P RED	Stores	5202.31		-	-	5202.31
684	Supply Chain	Store Items	CIRCUIT BREAKER 90 AMP T/P RED	Stores	594.51		-	-	594.51
685	Supply Chain	Store Items	MARTCO WIPING CABLE GLANDS TYPE 159	Stores	800.56		-	-	800.56
686	Supply Chain	Store Items	MARTCO WIPING CABLE GLANDS TYPE 143	Stores	2069.02		-	-	2069.02
687	Supply Chain	Store Items	END CAPS PUSH-ON TYPE GPE 3+4	Stores	102.14		-	-	102.14
688	Supply Chain	Store Items	FUSE LINKS 32 KO9 (HRC)	Stores	19.02		-	-	19.02
689	Supply Chain	Store Items	FUSES CARTRIDGES 50A	Stores	35.91		-	-	35.91
690	Supply Chain	Store Items	FERRULE FOR ABC	Stores	715.20		-	-	715.20
691	Supply Chain	Store Items	FUSE LINKS CARTRIDGE 400A	Stores	56.64		-	-	56.64
692	Supply Chain	Store Items	FUSE LINK ADAPTOR 50A11 KV	Stores	197.14		-	-	197.14
693	Supply Chain	Store Items	FUSE HRC 60A	Stores	683.50		-	-	683.50
694	Supply Chain	Store Items	FUSE HRC 315A TKF	Stores	1038.91		-	-	1038.91
695	Supply Chain	Store Items	FUSE LINKS CART 30A	Stores	21.57		-	-	21.57
696	Supply Chain	Store Items	FUSE HRC 200A (CARTR)	Stores	240.00		-	-	240.00
697	Supply Chain	Store Items	FUSE HRC 315A MJ 30 (SMALL)	Stores	923.67		-	-	923.67
698	Supply Chain	Store Items	FUSES B/O 300 A	Stores	285.32		-	-	285.32
699	Supply Chain	Store Items	FUSES B10 400 A	Stores	607.74		-	-	607.74
700	Supply Chain	Store Items	FUSE LINKS HJ 65A	Stores	1880.40		-	-	1880.40
701	Supply Chain	Store Items	FUSES M J 30 300A	Stores	726.79		-	-	726.79
702	Supply Chain	Store Items	FUSES HIGH TENSION 11KV/25 A	Stores	644.10		-	-	644.10

703	Supply Chain	Store Items	CAPASITORS 125W 10 UF	Stores	110.40	-	-	110.40
704	Supply Chain	Store Items	CAPASITORS 400W 20 UF	Stores	411.60	-	-	411.60
705	Supply Chain	Store Items	LAMPS HALOGEN TUBES 1000W	Stores	398.69	-	-	398.69
706	Supply Chain	Store Items	150vk.mm Cu line taps	Stores	1890.17	-	-	1890.17
707	Supply Chain	Store Items	LAMPS 80W HPS	Stores	288.30	-	-	288.30
708	Supply Chain	Store Items	LUGS 1.5MM X 4MM	Stores	25.90	-	-	25.90
709	Supply Chain	Store Items	LUGS 2.5MM X 8MM	Stores	496.53	-	-	496.53
710	Supply Chain	Store Items	POLE BOXES LXAC 116 GROOT	Stores	952.89	-	-	952.89
711	Supply Chain	Store Items	PVC CABLE CLAMP CK 34	Stores	180.22	-	-	180.22
712	Supply Chain	Store Items	PVC CABLE CLAMP CK 20	Stores	96.52	-	-	96.52
713	Supply Chain	Store Items	PVC CABLE CLAMP CK 16	Stores	134.30	-	-	134.30
714	Supply Chain	Store Items	PVC CABLE CLAMP CK 14	Stores	115.20	-	-	115.20
715	Supply Chain	Store Items	PVC CABLE CLAMP CK 26	Stores	232.94	-	-	232.94
716	Supply Chain	Store Items	SPINDLES FOR CAPLESS LINE POST 22KV	Stores	296.00	-	-	296.00
717	Supply Chain	Store Items	TRANSFORMERS CURRENT 50-5A	Stores	142.86	-	-	142.86
718	Supply Chain	Store Items	TRANSFORMERS CURRENT 100-5A	Stores	670.85	-	-	670.85
719	Supply Chain	Store Items	TRANSFORMERS CURRENT 125-5A	Stores	312.69	-	-	312.69
720	Supply Chain	Store Items	TIES SIDE GT LT 708 FOR 22KV INSULA	Stores	364.38	-	-	364.38
721	Supply Chain	Store Items	TIES TOP GTT LT 708 FOR 22KV INSULA	Stores	393.96	-	-	393.96
722	Supply Chain	Store Items	TIES SIDE FOR 100MM AL	Stores	909.78	-	-	909.78
723	Supply Chain	Store Items	TIES TOP FOR 100MM AL	Stores	634.30	-	-	634.30
724	Supply Chain	Store Items	ISOLATOR (OIL) 11 KV	Stores	3985.00	-	-	3985.00
725	Supply Chain	Store Items	SWITCH GEAR: FUSE SWITCH	Stores	8475.00	-	-	8475.00
726	Supply Chain	Store Items	SWITCH GEAR: ISOLATOR	Stores	3955.00	-	-	3955.00
727	Supply Chain	Store Items	11KV METERING UNIT FOR RMU	Stores	29,661.66	-	-	29,661.66
728	Supply Chain	Store Items	TRANSFORMER 500KVA 11/.42kv GROUND MO	Stores	17,452.12	-	-	17,452.12
729	Supply Chain	Store Items	TRANSFORMER 25 KVA 11KV 420V P / MO	Stores	4745.58	-	-	4745.58
730	Supply Chain	Store Items	UG BEND 160MM X 45	Stores	2715.56	-	-	2715.56
731	Supply Chain	Store Items	UG BEND 160MM X 90	Stores	1712.14	-	-	1712.14
732	Supply Chain	Store Items	RIOOL ADAPTORS 160MM UPVC X 150 CLA	Stores	23.20	-	-	23.20

733	Supply Chain	Store Items	CI END CAPS 50MM	Stores	81.78	-	-	81.78
734	Supply Chain	Store Items	CI END CAPS 75MM	Stores	390.27	-	-	390.27
735	Supply Chain	Store Items	COD CAST IRON REDUCERS 100 X 75 (WA	Stores	841.85	-	-	841.85
736	Supply Chain	Store Items	COD CAST IRON REDUCERS 150 X 100 (W	Stores	2591.72	-	-	2591.72
737	Supply Chain	Store Items	BIBCOCK HOSE TYPE 20MM	Stores	25.16	-	-	25.16
738	Supply Chain	Store Items	FERRALS TALBOT BSP 1	Stores	136.52	-	-	136.52
739	Supply Chain	Store Items	RIOOL TRIPLEX COUPLING 100MM/4	Stores	129.50	-	-	129.50
740	Supply Chain	Store Items	CABLE PVC 6 MM X 2 CORE	Stores	4313.60	-	-	4313.60
741	Supply Chain	Store Items	CABLE PVC 6 MM X 4 CORE	Stores	6680.70	-	-	6680.70
742	Supply Chain	Store Items	INDEKSBOEKE SWART	Stores	283.83	-	-	283.83
743	Supply Chain	Store Items	TELLY ROLLS 57MM X 76MM (THERMAL)	Stores	410.19	-	-	410.19
744	Supply Chain	Store Items	PEN CARBON BOOKS LARGE	Stores	179.49	-	-	179.49
745	Supply Chain	Store Items	KENNISGEWINGS	Stores	1335.00	-	-	1335.00
746	Supply Chain	Store Items	MUNTOUTOMAAT ROLLE	Stores	4271.44	-	-	4271.44
747	Supply Chain	Store Items	ENKELLAAG PLESSEY ROLLETJIES	Stores	4967.51	-	-	4967.51
748	Supply Chain	Store Items	INGENICO THERMAL PAPER ROLLS	Stores	399.03	-	-	399.03
749	Supply Chain	Store Items	COMPUTER BINDER 370X280MM	Stores	3530.45	-	-	3530.45
750	Supply Chain	Store Items	10MM PLASTIC BINDING COMBS	Stores	27.83	-	-	27.83
751	Supply Chain	Store Items	16MM PLASTIC BINDING COMBS	Stores	28.30	-	-	28.30
752	Supply Chain	Store Items	20MM PLASTIC BINDING COMBS	Stores	17.92	-	-	17.92
753	Supply Chain	Store Items	28.5MM PLASTIC BINDING COMBS	Stores	39.44	-	-	39.44
754	Supply Chain	Store Items	38MM PLASTIC BINDING COMBS	Stores	70.00	-	-	70.00
755	Supply Chain	Store Items	THERMAL ROLLS 76X76	Stores	2718.75	-	-	2718.75
756	Supply Chain	Store Items	COMBO 45MM PLASTIC BINDING COMBS	Stores	220.15	-	-	220.15
757	Supply Chain	Store Items	COMBO 51MM PLASTIC BINDING COMBS	Stores	136.00	-	-	136.00
758	Supply Chain	Store Items	HAND SANITISER 70% ALCOHOL BASE 5L	Stores	6414.10	-	-	6414.10
759	Supply Chain	Store Items	DB4 DIENSTE REKENINGE (GROEN)	Stores	8173.86	-	-	8173.86
					-	-	-	-



MEMORANDUM

AAN / TO: Committee for Technical Services

VAN / FROM: Director: Technical Services

DATUM / DATE: 24 May 2023

VERW. / REF.: 7/1/4/1 & 17/19/1



LEASE OF ERF 23 TULBAGH TO TULBAGH RECYCLING

BACKGROUND

A letter was received from Mr. Jan Lambert, the owner of Tulbagh Recycling, for the lease of erf 23 Tulbagh, for the purposes of a recycling facility.

Letter attached as Annexure A.

DISCUSSION

Erf 23 is situated in Nuwe street close to the river. It is fenced off, with a building of about 125m². The building facing Nuwe street has 3 garage doors and a entrance door and window facing Nuwe street. The building is not in use currently.



COMMENT

Town Planning

Erf 23 is as oopruimte gesoneer alhoewel die sonering bepaal kan word as "Owerheid" as die bestaande struktuur se historiese aanwending in ag geneem word.

'n Owerheid sonering maak voorsiening vir die voorstel maar slegs as dit deur die plaaslike regering bedryf word.

Die sonering kan egter nie aangewend word nie aangesien die voorstel vir 'n privaat bedryf is.

Die voorstel sal dus 'n aansoek om afwyking benodig.

Properties

Enter into a lease agreement for a period of 5 years.

Lease will be "voetstoots", leased as it is.

Security will be for the account of the lessee.

Council to determine the rental amount per month. The fair market value 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 we lease the building as it is, and that the lessee do all repair work to the building.

Public participation process to be followed. Advertise for public comment and or objections.

Water & Sewerage

No objection.

Streets & Stormwater

No objection.

Solid Waste & Cleansing

No objection as Mr Jan Lambert is doing recycling in the Tulbagh Valley and liaise with our Solid Waste and Cleansing department if there are any event in that area we contact him for recycling, we must have a meeting with him to discuss the housekeeping in a good and satisfactory manner..

Electrotechnical Services

The erf in question is divided into 2 parts i.e.:

- The front part- property occupied and has a 3 phase, 40Amp connection with a conventional meter. The occupants only use the connection for 2 light bulbs and 1 plug.
- The second part- does not have power supply point. Building could not be verified if it has an electrical installation inside due to lack of access.

The following should be noted:

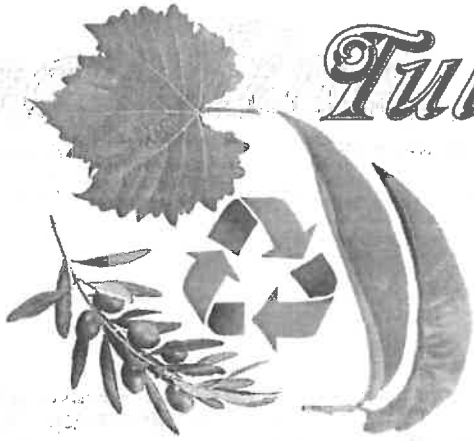
- Only 1 connection per erf is allowed as per the bylaws.

- Should the second part of the premises not have an electrical installation, an electrical Contractor should be appointed to do the electrical installation and issue a COC after the completion of electrical work.
- Should an increase in capacity be required, it will be dependent on an investigation and Council decision to determine the available capacity.
- The applicant will be responsible for the costs of any electrical upgrading including electrical installation if required.

RECOMMENDATION

1. That a portion of erf 23 Tulbagh, as indicated on the map of the report submitted to the portfolio committee be leased to Jan Lambert for a period of 5 years on the following conditions:
 - a) That a departure application be submitted by the tenant for the use of the property zoned as authority, for the purposes of a recycling facility.
 - b) Lease will be "voetstoots", leased as it is.
 - c) Security will be for the account of the lessee.
 - d) Council to consider exemption of rental charges, on condition that we lease the building as it is, and that the lessee do all repair work to the building.
 - e) Public participation process to be followed. Advertise for public comment and or objections.
 - f) Should the second part of the premises not have an electrical installation, an electrical Contractor should be appointed by the tenant to do the electrical installation and issue a COC after the completion of electrical work.
 - g) The applicant will be responsible for the costs of any electrical upgrading including electrical installation if required.

J F BARNARD
DIRECTOR: TECHNICAL SERVICES



Tulbagh Recycling

11 Geelhout Street

Tulbagh, 6820

063 981 6501

REG: 2022/430656/07 - VAT: 9226052273

Goeie dag Meneer Barnard en Bestuur;
Hiermee rig ek weereens 'n versoek tot die gebruik van die eiendom geleë te
Nuwe Straat vir herwinningsdoeleindes. (Sien meegaande foto van perseel)

Ek werk tans van my huis af en kan nie my diens verseker nie, want my spasie
is te beperk.

Ek vertrou dat hierdie aansoek goedgunstig oorweeg sal word, sodat my
geregistreerde herwinningsbesigheid volgehou kan word.

By voorbaat dank

.....
Jam Lambert - Eienaar
tulbaghrecyclingcompany@gmail.com
063 981 6501

WITZENBERG MUNICIPALITY**Draft House Shop By-law****To control and regulate house shops within the authority's area of Jurisdiction****PREAMBLE**

WHEREAS section 156(2) and (5) of the Constitution provides that a municipality may make and administer by-laws for the effective administration of the matters which it has the right to administer, and to exercise any power concerning a matter reasonably necessary for, or incidental to, the effective performance of its functions;

AND WHEREAS Part B of Schedule 4 to the Constitution lists Municipal Planning as local government matters to the extent set out in section 155(6) (a) and (7);

AND WHEREAS the Witzenberg Municipality seeks to manage, control and regulate municipal land use planning and any matters connected therewith;

BE IT ENACTED by the Council of the Witzenberg Municipality, as follows:—

SCHEDULE**Classification of Sections**

1. Definitions
2. Application of this by-law
3. Classification of house shops
4. Applications for house shops
5. Requirements for a house shop
6. Restrictions
7. Non-liability of the municipality
8. Compliance notices
9. Penalty
10. Application
11. Transitional arrangements
12. Delegation
13. Failure to comply
14. Short title and commencement

1. Definitions

In this by-law, unless the context otherwise indicates:

“authorised official” means an employee of the Council appointed by the Municipal Manager to exercise the powers of an authorised official in terms of the provisions of this by-law and includes a law enforcement officer;

“approval period” means a maximum of five years in terms of the Witzenberg Land Use Planning By-Law, P.N. 289/2015, after which an extension for the period must be applied for;

“Business Act” means the Business Act, 1991. (Act No 71 of 1991).

“Business Licence” means a licence or permit issued by a local government in terms of the Business Act, 1991, that allows an individual or company to conduct a business within the Municipal jurisdiction”

“Council” means the municipal Council of the municipality;

“house shop” means the operation of a retail business from a dwelling for the convenience of the immediate community by the registered owner of the dwelling, who must occupy the dwelling; provided that the primary use of the dwelling shall remain residential;

“illegal goods” means –

- (a) goods which may not been lawfully acquired or disposed of;
- (b) goods that are prohibited from sale or distribution under any applicable national, provincial, or municipal law;
- (c) counterfeit goods as defined in the Counterfiet Goods Act, 1997 (Act No. 37 of 1997)
- (d) goods that are required to be, but have not been, imported or produced in terms of the provisions of the Customs and Excise Act, 1964 (Act No 91 of 1964);
- (e) stolen goods; or
- (f) goods that do not meet mandatory safety or quality standards as prescribed by relevant legislation;

“municipal manager” means a person appointed by the Council in terms of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998);

“municipality” means the Witzenberg Municipality;

“national building regulations” means the National Building Regulations promulgated in terms of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977);

“public nuisance” means any act, omission or condition which is offensive to the public, which is detrimental to or dangerous for public health, which materially interferes with the ordinary comfort, convenience peace or quiet of the public or which adversely affects the safety of the public;

“spaza shop” refer to the definition of house shop, it has the same meaning

“zoning scheme” means a zoning scheme promulgated in terms of the Land Use Planning Ordinance 15 of 1985 or the Integrated Zoning Scheme promulgated in terms of SPLUMA, 2013 (Act 16 of 2013);

“zoning scheme regulations” means Section 7 and Section 8 of the Scheme Regulations in terms of the Land Use Planning Ordinance 15 of 1985 or the Integrated Zoning Scheme promulgated in terms of SPLUMA, 2013 (Act 16 of 2013);

2. Application of this by-law

- (1) This by-law is applicable to the entire area of jurisdiction **except for informal settlements** of the Witzenberg Municipality.
- (2) The provisions of this by-law do not derogate from the provisions of any other legislation.
- (3) No person may operate a house shop without prior approval by the municipality in terms of this By-Law.

3. Classification of house shops

- (1) House shops are classified as follows:
 - (a) a profit-seeking house shop;
 - (b) a house shop with an identified shop area inside an existing dwelling;
 - (c) a house shop where formal advertising takes place;
 - (d) a house shop where goods are purchased and delivered;
 - (e) a house shop where business hours are maintained;
 - (f) a house shop where the primary use of the premises is residential and the secondary use is for the purposes of a house shop.

4. Applications for house shops

- (1) Only the owner of the property, and who resides on the property, may apply to operate a house shop.
- (2) An application for a house shop will be done in terms of the Witzenberg Land Use Planning By-Law, P.N. 289/2015 and specifically as a departure.
- (3) The following documents must accompany an application for a house shop:
 - (a) The fully completed application form;
 - (b) A site and floor plan of the business component of the proposed house shop;
 - (c) Proof of the written consent of all surrounding/adjacent owners for a house shop to be operated on the relevant premises;
 - (d) Application fee as per the Council's tariffs;
 - (e) Copy of the applicant's Identity Document.
- (4) The application will be circulated to the municipal departments and local Councillor for comment.
- (5) Thirty days will be granted for comment.
- (6) The authorized official will consider the application and make a decision within a timeframe not exceeding 3 months as to whether to approve the application or not.

- (7) The applicant and objectors, if applicable, will be notified in writing of the decision of the authorized official.
- (8) Objections will be handled in terms of the Witzenberg Land Use Planning By-Law, P.N. 289/2015.

5. Requirements for a house shop

- (1) House shops must meet the following requirements –
 - (a) The house shop may only be operated from a dwelling that complies with the Scheme Regulations applicable to the specific area and the National Building Regulations;
 - (b) The extent and location of the business component must be indicated on a scaled plan, and shall not exceed 45% of the total floor area of the dwelling-house;
 - (c) The erf from which the house shop is operated must contain a dwelling as a primary residential property;
 - (d) The house shop may not be located within the road reserve;
 - (e) The part of the house utilised as the shop may not be occupied.
- (2) Should any of the aforementioned provisions not be complied with or contravened, the Council reserves the right to withdraw the approval at any time.

6. Restrictions

- (1) Any alterations to the existing dwelling must blend in with the residential character of the area concerned.
- (2) All legislation, regulations and safety measures regarding the operation of the house shop and merchandise therein must be adhered to by the owner.
- (3) The operation of the house shop may not cause a public nuisance.
- (4) No explosive or flammable substances may be kept or sold.
- (5) Consent to operate a house shop is granted to the registered owner of the premises and is not transferable.
- (6) Business hours will be determined by the municipality.
- (7) Should an applicant wish to erect advertising signage –
 - (a) an application must be submitted in advance to the municipality;
 - (b) only one unlighted sign or notice, no larger than 2 000 cm² in extent, indicating the name of the owner, business and the nature thereof only, may be displayed;
 - (c) the prior written approval of the municipality must be obtained.
- (8) Only the registered owner and his direct dependants, who reside on the property, may operate the house shop.
- (9) Additional service connections will not be allowed;
- (10) The total amount of house shops allowed per street is as follows:

Street length shorter than 100m – 1 shop
 Street length 100m to 200m – 2 shops
 Street length 200m to 400m – 3 shops
 Street length 400m and over – 4 shops

7. Business Licence

(1) A House-Shop / Spaza shop owner, must apply for a business licence.

(2) A municipality must issue a business licence if it is properly applied for, unless –

- (a) the applicant does not comply with the relevant provisions of this by-law;
- (b) the goods or services provided by the business are illegal; or
- (c) the house-shop do not comply with the requirement relating to town planning or any law which applies to those premises.

(3) The municipality must be satisfied that the applicant will be in actual and effective control of the business

(4) A Municipality may grant a licence on condition that-

- (a) The house shop comply with the requirement relating to town planning, or any other law which applies to those premises and
- (b) Certificate of Acceptability is issued by the District in terms of the GN R638 of 22 June 2018: Regulations governing general hygiene requirements for food premises, the transport of food and related matters and / or

(5) Application form for a business licence can be accessed physically at the municipal offices and on the Municipal Website.

(6) Application fee as determined by Council is payable.

(7) The delegated official is responsible to establish and maintain a database of issued business licences.

(8) The municipality reserves the right to conduct background checks on applicants, including liaising with law enforcement agencies, to verify the legality of their business activity.

(9) The applicant, if successful, will be issued with a business licence that must be displayed and be available for inspection.

(10) A business licence holder may not transfer a business licence to any other person in any manner, except in the event of death of a business licence holder. In case of death, an executor and or dependent can apply to the Municipality in the form of an affidavit to continue with the house-shop, and the Municipality can on its discretion approve or not approve the application for transfer.

(11) A business licence must be renewed annually.

8. Trading Hours

House Shops / Spaza shops should have limited operating / trading hours, in order to protect the residential character of the area the area located in. Trading Hours shall be limited to between 06h00 to 22h00 daily.

7. Non-liability of the municipality

The municipality shall not be liable for any direct or consequential loss or damage suffered or sustained by the owner of the house shop premises as a result of or arising from the approval of the house shop.

8. Compliance notices

- (1) Whenever an authorised official or law enforcement officer finds that any person contravenes any provision of this by-law or that a situation arises which causes a public nuisance or which could possibly lead to a public nuisance as a result of any person's actions or failure to act, such an official or officer is authorized to issue a compliance notice on such a person.
- (2) Should a notice be served, it must contain the following –
 - (a) The provision of the by-law that is being or will be contravened, should the situation be allowed to continue;
 - (b) The measures to be taken to rectify the situation; and
 - (c) The timeframe for compliance with the notice.

9. Penalties

Whenever a law enforcement officer finds that any person contravenes any requirement or restriction ~~under clauses 5 and 6~~ of this by-law, such law enforcement officer may serve a fine on such a person as approved by the Magistrate or notice to appear in court.

10. Application

The provisions of this by-law do not detract from the provisions of any other legislation in terms of which provision is made for the control of house shops ~~and or spaza's~~ as stipulated in that legislation.

11. Transitional arrangements

- (1) A person who can prove that the Council has already granted approval for the operation of a house shop at the time of implementation of this by-law may continue to act in accordance with the approval in terms of such by-law, provided that:
 - (a) Approval is not transferred from the original applicant to another person; and
 - (b) The owner of the house shop provides proof of the Council's approval.
 - (c) The registered owner within 6 months of the proclamation of this by-law shall comply with the requirements and restrictions under ~~clause 5 and 6~~ **this By-Law.**

12. Delegation

The Municipal Manager may delegate any power or function conferred on the Municipal Manager in terms of the provisions of this by-law in writing to an authorised official of the municipality.

13. Failure to comply

- (1) If a person fails to comply with a compliance notice the Municipality may—
 - (a) lay a criminal charge against the person; or
 - (b) apply to the Court for an order restraining that person from continuing the illegal activity, to demolish, remove or alter any building, structure or work illegally erected or constructed without the payment of compensation or to rehabilitate the land concerned; or
 - (c) in the case of a temporary departure or consent use, the Municipality may withdraw the approval granted.

(d) in the case of a business licence, the municipality may withdraw the approval.

14. Short title and commencement

This by-law is called the Witzenberg Municipality House Shop By-law 2025 and shall be in operation on the date of its promulgation in the Provincial Gazette.

DRAFT

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 Wykskomiteede 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 selfverduidelikend is.

Vriendelike groete

Elizabeth Sidego"



AANBEVELING

Dat hierdie korrespondensie as n item by die Komitee vir Gemeenskapsdienste dien alvorens daar met die slopingsproses begin word.



H Truter
Bestuurder Omgewing en Geriewe

Goedgekeur/ afgekeur



D Nasson
Munisipale Bestuurder

Ruimte

Posbus 43

TULBAGH

6820

20 Mei 2024

Geagte me Truter

Gedenkmuur: Tulbagh Begraafplaas

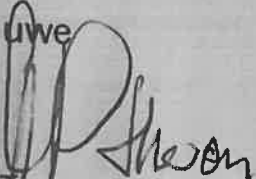
Hiermee gee ek, Jan Theron, toestemming dat die gedenkmuur maar gesloop mag word deur die Witzenberg Munisipaliteit.

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 vervalde 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 gevalaliseer en word toenemend deur hawelose persone as slaapplek gebruik en daar vind ook toenemend ander ongeruimdheids 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 liever 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





WITZENBERG MUNICIPALITY: INFORMAL TRADING BY-LAW, 2025

Adopted by Council on the:

Promulgated on:

INFORMAL TRADING BY-LAW, 2025

To provide for the right to engage in informal trading; to establish informal trading areas and informal trading sites on municipal property; to provide for the granting of trading permits to trade on municipal property; to restrict and prohibit informal trading in certain areas; to regulate the conduct of informal traders; to regulate informal trading at special events; to provide for measures to ensure health and safety; to indicate offences and penalties; to provide for the repeal of bylaws; and to provide for matters incidental thereto.

DRAFT

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PREAMBLE

WHEREAS the council recognizes the key role that informal trading plays in poverty alleviation, income generation and entrepreneurial development and, in particular, the positive impact that informal trading has on historically disadvantaged individuals and communities;

WHEREAS the council recognizes the need to adopt a developmental approach to informal trading within a well-managed municipal area. This requires that, in managing informal trading, consideration must also be given to –

- (a) the promotion of social and economic development;
- (b) the promotion of a safe and healthy environment;
- (c) municipal planning;
- (d) the licensing and control of undertakings that sell food to the public; and
- (e) the management of public places and public roads;

WHEREAS the council has competence in terms of Part B of Schedules 4 and 5 of the Constitution relating to such matters as the control of street trading, trading, and markets;

AND WHEREAS the Witzenberg municipal council has competence, in terms of section 156 (2) of the Constitution of the Republic of South Africa as amended, read with section 13 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) as amended, to make and administer by-laws for the effective administration of the matters which it has the right to administer, hereby makes the following By-law:

CHAPTER 1 INTERPRETATION

Definitions

1. In this By-law, unless the context otherwise-

“**act**” means the Business Act, 1991, (Act 71 of 1991)

“ **abandoned goods**” shall mean:

- (a) goods found on a public road or public place that do not appear to be under the control of any person.;
- (b) goods found on a public road or public place at the end of a day's business that do not appear to be under the control of any person;
- (c) goods found in a manhole, storm water drain, public toilet, taxi rank or in any tree of shrub where no evidence is available that it belongs to a specific persons.

“**authorized official**” means a person authorized to implement the provisions of this By-law, including but not limited to:-

- (a) peace officers as contemplated in section 334 of the Criminal Procedure Act, 1977 (Act No. 51 of 1977);
- (b) a traffic officer appointed under section 3A of the National Road Traffic Act, 1996 (Act 93 of 1996);
- (c) a member of the Service as defined in section 1 of the South African Police Service Act, 1995 (Act 68 of 1995) or
- (d) such employees, delegated nominees, representatives and service providers of the Municipality as are specifically authorized by the Municipality in this regard: Provided that for the purposes of search and seizure, where such person is not a peace officer, such person must be accompanied by a peace officer;

“**foodstuffs**” means foodstuffs intended for human consumption as defined in section 1 of the Foodstuffs, Cosmetics and Disinfectants Act, 1972 (Act No. 54 of 1972);

“**goods**” means any movable property displayed or kept by a person in a public place or public road used or intended to be used in connection with carrying on the business of an informal trader and includes wares, articles, receptacles, vehicles or structures

“**illegal goods**” means –

- (a) goods which may not lawfully be sold or bought including, but not limited to, counterfeit goods as defined in the Counterfeit Goods Act, 1997 (Act No. 37 of 1997);
- (b) goods that are bought or sold in an unlawful manner; or
- (c) goods that have been acquired in an unlawful manner.

"impoundment fee" means the applicable tariff charge, as determined by the council from time to time, for the impounding and storing of goods impounded in terms of this By-law, as well as the disposal or releasing of the impounded goods and any associated costs;

"informal trader" means a person carrying on the business of street vendor, peddler or hawker and includes any employee of such person;

"informal trading" means the trading in goods and services in the informal sector by an informal trader in a public road or public place, irrespective whether it is in a residential area, town or informal settlement and which typically includes, without limitation, the following types of trading:

- (a) street trading;
- (b) trading in public places;
- (c) mobile trading, such as caravans, light delivery vehicles and trailers;
- (d) trading from kiosks, stalls or containers;
- (e) trading at special events;
- (f) trading at markets

"kerb line" means the boundary between the shoulder and the verge or, in the absence of a shoulder, the part between the edge of the roadway and the verge, as defined in section 1 of the National Road Traffic Act, 1996 (Act No. 93 of 1996);

"litter" includes any container, wrapping or other waste which has been discarded or left behind by an informal trader or by his or her customers;

"market" means an area within an informal trading area which is designated as a market on an informal trading plan and which is managed in a coordinated manner;

"motor vehicle" means any self-propelled vehicle as defined in section 1 of the National Road Traffic Act, 1996 (Act No. 93 of 1996)

“municipal council” or “council” means the Witzenberg municipal council, a municipal council referred to in section 157(1) of the Constitution;

“Municipality” means the Witzenberg Municipality, a category B Municipality as envisaged in terms of section 155(1) of the Constitution of South Africa

“municipal manager” means a person appointed in terms of section 54A of the Municipal Systems Act as the head of administration of the municipal council;

“municipal property” means property owned by, leased by or under the control of the Municipality;

“national monument” means any one of the “public monuments and memorials” as defined in terms of section 2 of the National Heritage Resources Act, 1999 (Act No. 25 of 1999);

“non-municipal property” means property that is situated within the area of jurisdiction of the Municipality but which is not owned by, leased by or under the control of the Municipality;

“nuisance” means any conduct or behaviour by any person or the use, keeping, producing, by-producing, harbouring or conveying, as the case may be, of any item, substance, matter, material, equipment, tool, plant or animal or causing or creating any situation or condition in or on private property or in a public place or anywhere in the Municipality which causes damage, annoyance, inconvenience or discomfort to the public or to any person, in the exercise of rights common to all or of any person;

“obstruct” means to do anything which blocks or is likely to block vehicular or pedestrian traffic flow on a public road;

“once-off event” means an event that occurs only once annually;

“park” means a garden or park to which the public has a right of access, and “garden” has the same meaning;

“permit-holder” means an informal trader who has been granted a permit by the Municipality, to conduct informal trading from a designated site situated in an informal trading area on municipal property;

"prescribed" means as determined by resolution of the council from time to time;

"public building" means a building belonging to or occupied solely by any sphere of the government, including the Municipality;

"public parking space" means any space in a public place designated by the Municipality for the parking of a motor vehicle;

"public place" means -

- (a) a public road;
- (b) a public parking space; and
- (c) any square, park, recreation ground, sports ground, shopping centre, municipal cemetery, open space, or vacant municipal land which is vested in the Municipality, or in respect of which the public has the right of use, or which is shown on a general plan of a township filed in the deeds registry or a Surveyor-General's office as having been provided for the use of the public or the owners of erven in such township;

"public road" means any road, street or thoroughfare or any other place (whether a thoroughfare or not) which is commonly used by the public or any section thereof or to which the public or any section thereof has a right of access, and includes—

- (a) the verge of any such road, street or thoroughfare;
- (b) any bridge, ferry or drift traversed by any such road, street or thoroughfare; and
- (c) any other work or object forming part of or connected with or belonging to such road, street or thoroughfare;

"roadway" means that portion of a road, street or thoroughfare improved, constructed or intended for vehicular traffic, which is between the edges of the roadway, as defined in section 1 of the National Road Traffic Act, 1996 (Act No. 93 of 1996);

"sell" includes -

- (a) bartering, exchanging or hiring out;
- (b) displaying, exposing, offering or preparing for sale;
- (c) storing on a public road or in a public place with a view to selling; and
- (d) providing a service for reward,

and "sale" or "selling" has a corresponding meaning;

"services", in relation to an informal trader, includes any advantage or gain given or supplied by the trader in return for consideration or reward;

“shoulder” means that portion of the road, street or thoroughfare between the edge of the roadway and the kerb line, as defined in the National Road Traffic Act, 1996 (Act No. 93 of 1996);

“sidewalk” means that portion of a verge intended for the exclusive use of pedestrians, as defined in section 1 of the National Road Traffic Act, 1996 (Act No. 93 of 1996);

“verge” means that portion of a road, street or thoroughfare, including the sidewalk, which is not the roadway on the shoulder, as defined in section 1 of the National Road Traffic Act, 1996 (Act No. 93 of 1996).

“special event” means events that include but are not limited to: concerts, parades, circuses, fairs, festivals, block parties, community events, running and bicycle races.

Interpretation of By-law

2. If there is a conflict of interpretation between the English version of this By-law and a translated version, the English version prevails.

Objects of By-law

3. The object of this By-law is to regulate informal trading in a manner which –
 - (a) ensures that informal trading is conducted in an orderly manner and on demarcated areas;
 - (b) enables access to job and entrepreneurial opportunities within the informal trading sector;
 - (c) harmonizes the relationship between the informal trading sector and the formal trading sector; and
 - (d) ensures the health and safety of the public
 - (e) Ensures inclusive public participation which recognize and protects the rights of all those impacted by informal traders

Application of By-law

4. This By-law applies to all areas which fall under the jurisdiction of the Witzenberg Municipality and is binding on all persons to the extent applicable.

CHAPTER 2 FREEDOM TO TRADE INFORMALLY

Freedom to engage in informal trading

5. Subject to compliance with the provisions of –

- (a) this By-law;
- (b) any other applicable law; and
- (c) any applicable informal trading permit,
- (d) Municipal rules governing informal trading

Any qualifying person that resides legally within South Africa and that has not been previously banned from trading at Witzenberg Municipality, is permitted to engage in informal trading within the demarcated area which falls within the jurisdiction of the Municipality.

CHAPTER 3 INFORMAL TRADING ON MUNICIPAL PROPERTY

Trading areas and trading sites

6. (1) The council may, by resolution

- (a) set apart informal trading areas on municipal property within any area designated as an informal trading area and
- (b) demarcate informal trading sites within informal trading areas.

(2) The council may on reasonable and justifiable grounds, by resolution –

- (a) extend, move, reduce, establish or disestablish any informal trading area or informal trading site

(3) No person is allowed to trade on municipal property if it is not deemed a demarcated informal trading area by Council

Trading hours and other conditions

7. The Municipality may when setting apart informal trading areas, or at any time thereafter on reasonable notice, impose -

- (a) trading days and hours; and
- (b) any other conditions.

The trading days will be:

- Monday to Thursdays: 7h00 – 17h00
- Fridays: 07h00 – 19h00
- Saturdays: 07h00 – 16h00
- Sundays: informal trading allowed under special circumstances. A special permit allowing Sunday trading will then be applicable with additional costs for trading on a Sunday. Trading on Sundays will only be allowed from 07h00 - 14h00.

Prohibition: informal trading on municipal property without permit

8. No person may conduct informal trading on municipal property without a valid informal trader permit from the Municipality.

- a. Only the permit holder or his authorized representative may trade with the permit.

9. Informal trading permits

(1) Trading without a valid trading permit in the demarcated Municipal areas are prohibited.

- a. An application for an informal trading permit must be on the official administrative form prescribed by the Municipality

(2) The Municipality must consider any application for an informal trading permit and may—

- (a) approve it subject to any conditions;
- (b) request that additional information be furnished within a specified time frame; or
- (c) reject the application and provide reasons thereof.

- (3) The Municipality may, when issuing an informal trading permit, impose any reasonable conditions, including but not limited to—
 - (a) minimum or maximum trading hours;
 - (b) restrictions regarding the type of goods or services in which the permit-holder is permitted to trade;
 - (c) an expiry date for the permit; and
 - (d) conditions regarding the type of structure or structures, if any, which may be erected on an informal trading site or in an informal trading area.
 - (e) days of trading allowed
- (4) An informal trading permit –
 - (a) must refer to a specified trading bay, as identified by its allocated number, to which the permit relates;
 - (b) gives only the permit-holder, and his or her representative, the right to use that trading bay subject to the conditions of the permit, the provisions of any other conditions imposed in terms of this By-law, and
 - (c) A permit to trade must be kept at the place of trade at all times and must be produced on demand by an authorized official

Informal trading fees

10. The Municipality is entitled to charge -

- (a) any person who applies for an informal trading permit, an application fee on submission of each application for an informal trading permit and
- (b) Different trading fees will be charged for under-roof, open demarcated spaces and food trailer spaces and
- (c) An additional fee or tariff, in respect of additional costs incurred or services provided by the municipality, such as for trading on Sundays.
- (d) In the case where new under-roof structures is constructed on existing demarcated space during a financial year, the Municipality may at its discretion not charge the current permit holder an under-roof tariff for the remaining term of the permit. In this case the under-roof tariff must be applied and charged from the next financial year.
- (e) In the case where the application is unsuccessful, application fees will not be paid back to the applicant.
- (f) Trading fees is not refundable.

Transfer of informal trading permits

11. (1) A permit is generally non-transferable and may only be leased, sold or otherwise disposed of with the prior written consent of the Municipality in terms of this section.
- (2) A permit may, with the prior written approval of the Municipality, be temporarily or permanently transferred to a person nominated by a permit-holder in writing, and subject to the provision of any information which the Municipality may reasonably require from time to time.
- (3) A permit may be transferred to a beneficiary/dependent, who will continue trading until the permit is no longer valid, in the event of the death of the permit-holder.
- (4) If the Municipality consents to the temporary or permanent transfer of an informal trading permit, the—
- (a) Municipality may impose such requirements as it deems fit; and
 - (b) person replacing the permit-holder will be entitled to trade, if the transfer is temporary, for the period of time indicated by the Municipality.
- (5) No subletting of informal trading stands is allowed.

Removal and suspension of informal trading permits

12. (1) The Municipality may, on reasonable notice to an informal trader and after having given the informal trader an opportunity to make written representations, revoke or suspend an informal trading permit if the informal trader has—
- (a) breached any conditions of his or her informal trading permit;
 - (b) breached the provisions of this By-law or of any other law;
 - (c) been convicted of trading in illegal goods or of providing a service unlawfully;
 - (d) been found to have willfully supplied incorrect information to the Municipality when required to provide that information.
- (2) A permit-holder must immediately return the permit to the Municipality when the—
- (a) Municipality revokes the permit;
 - (b) permit-holder is refused permission to transfer the permit;
 - (c) permit-holder ceases trading on the demarcated space for a period of 2 months or more days;
 - (d) permit-holder no longer wishes to trade as an informal trader from the relevant informal trading site before the expiry date;
 - (e) permit holder has not utilized a 2nd demarcated stall for a period of 2 months, which may constitute to blocking other trader competition by keeping a stall space open next to their already demarcated stall space

Temporary relocation and suspension

13.(1) The Municipality may, on reasonable notice to an informal trader, temporarily—

- (a) relocate a permit-holder;
- (b) suspend the validity of a permit; or
- (c) suspend informal trading from an informal trading area or a particular trading site or sites,

if the continuation of trading from an informal trading area or trading site is impractical or inconvenient to the activities of the Municipality, any sphere of government or any public entity, including their respective service providers.

(2) No compensation is payable by the Municipality to an informal trader in the event that—

- (a) the trader is relocated;
- (b) the permit is suspended or revoked; or
- (c) trading is suspended or prohibited from a particular informal trading area or trading site, irrespective whether an alternate site is provided to the permit holder

CHAPTER 4

RESTRICTIONS AND PROHIBITIONS ON INFORMAL TRADING

Restricted or prohibited areas

14.(1) The council may, by resolution, declare any place in its area of jurisdiction to be an area in which informal trading is restricted or prohibited.

(2) The council may, in restricting or prohibiting informal trade, indicate places where—

(a) informal trading is prohibited; or

(b) informal trade in specified goods or services is prohibited.

(3) The Municipality must erect signs, markings or other devices to indicate the boundaries of—

(a) areas where informal trading is restricted or prohibited (and the nature of any restriction); and

(b) informal trading areas and informal trading sites.

(4) Any sign erected in terms of this By-law or any other law, shall serve as sufficient notice to an informal trader that informal trading is prohibited or restricted in that area.

Restricted conduct: erection of structures

15. (1) An informal trader must not erect any structure, whether movable or immovable, other than approved by the Municipality.

Restricted conduct: use of the site overnight

16. (1) An informal trader must not sleep overnight at the place where he or she carries on informal trading.

(2) An informal trader must not, on concluding business for the day, leave his or her goods or trading structure at an informal trading site which is part of a public road or public place

Restricted conduct: location of trading

17.(1) An informal trader must not—

place his or her goods on a public road or public place, with the exception of his or her motor vehicle or trailer from which informal trading is conducted: provided that such motor vehicle or trailer does not obstruct pedestrian or vehicular traffic movement and complies with the provisions of the National Road Traffic Act, 1996 (Act No. 93 of 1996);

(a) allow his or her goods or area of activity to cover an area of a public road or a public place which—

- (i) is greater than 6 square meters in area; or
- (ii) is greater than 3 meters in length, unless otherwise approved by the Municipality, on a specially demarcated trailer informal trading space;
- (b) trade on a sidewalk or verge where the—
 - (i) width of the sidewalk or verge is less than 3 meters;
 - (ii) sidewalk or verge is next to a public building, a place of worship such as a church, synagogue or mosque, or a national monument; or
 - (iii) sidewalk is contiguous to a building in which business is being carried on by any person who sells goods of the same or of a similar nature to the goods being sold on such sidewalk by the trader, if that person objects to informal trading taking place at that location;
- (c) trade on the half of a public road which is next to a building that is being used for residential purposes, if the owner or occupier of that building objects to informal trading taking place at that location;
- (d) trade on any immediate sidewalk in front of a business or shop, whether it is with or without the permission of the respective shop owner
- (e) obscure any road traffic sign displayed in terms of the National Road Traffic Act, 1996 (Act No. 93 of 1996), or any marking, notice or sign displayed or made in terms of a by-law;
- (f) obstruct vehicular traffic;
- (g) obstruct access to a pedestrian crossing, pedestrian arcade or mall;
- (h) obstruct access to a vehicle;
- (i) obstruct access to refuse disposal bins or other facilities intended for the use of the public;
- (j) obstruct access to an automatic teller machine;
- (k) obstruct the view of a CCTV camera;
- (l) limit access to parking or loading bays or other facilities for vehicular traffic;
- (m) trade within 5 meters of an intersection or fire hydrant or any other firefighting equipment ;or
- (n)trade in a park, unless such area has been declared by the council as an informal trading area.

(2) An informal trader must, in respect of any sidewalk, leave an unobstructed space for pedestrian traffic of not less than—

- (a) 2 meters wide when measured from any contiguous building to his or her goods or area of activity; and
- (b) 0.5 meters wide when measured from the kerb line to his or her goods or area of activity.

Restricted conduct: display and storage of goods

18. (1) An informal trader must not—

- (a) place or stack his or her goods in such a manner that it constitutes a danger to any person or property, or is likely to injure any person or cause damage to any property;
- (b) display his or her goods on or in a building, with or without the consent of the owner, lawful occupier, or person in control of such building or property;
- (c) interfere with the ability of a person using a sidewalk to view the goods displayed behind a shop display window or obscure such goods from view;
- (d) place on a public road or public place any goods that are not capable of being easily removed to a storage place at the end of the day's business; and
- (e) store or dispose of his or her goods or litter in a manhole, storm water drain, public toilet, or in a tree.

Restricted conduct: fires

19. (1) An informal trader must not make a fire at any demarcated or non-demarcated place whatsoever to prepare foodstuffs by utilizing open-flame fire; gas-fired equipment must be utilized with the relevant fire extinguisher on hand

Restricted conduct: litter

20.(1) An informal trader must dispose of litter generated by his or her informal trading in a refuse receptacle approved or supplied by the Municipality.

(2) An informal trader must not, other than in a refuse receptacle approved or supplied by the Municipality, accumulate, dump, store, deposit, or cause or permit to be accumulated, dumped, stored or deposited, any litter on any land or premises or any public road or public place or on any public property.

Restricted conduct: attachments

21. An informal trader must not attach any of his or her goods by any means to any building, structure, pavement, tree, parking meter, lamp, pole, electricity pole, telephone booth, post box, traffic sign, bench or any other street furniture in or on a public road or public place.

Restricted conduct: alcohol, sound-emitting devices and electricity

22. An informal trader must not—
- a. sell or promote alcoholic products;
 - b. sell or promote prescriptive or related pharmaceutical medicine
 - c. sell any illegal substances or plants.
 - d. sell any illegal goods
 - e. use bells, hooters, amplified equipment or similar devices which emit sound, in order to attract customers, and
 - f. use any electrical supply or a power generator, unless expressly approved by the Municipality.

Restricted conduct: general

23. An informal trader must not carry on informal trading—
- a. in a place or area in contravention of any prohibition or restriction imposed by the Municipality; or
 - b. in such a manner as to—
 - i. act in a way which disturbs the reasonable peace, comfort or convenience and well-being of any other person, thus creating a nuisance
 - ii. damage or deface the surface of any public road or public place, or any public or private property;
 - iii. create a traffic or health hazard or a health risk;
 - iv. contravene any of the terms and conditions of his or her informal trading permit; or

Environmental health

24. An informal trader must —
- a. keep the informal trading site or area or occupied by him or her for the purposes of conducting informal trading in a clean and sanitary condition;
 - b. keep his or her goods in a clean and sanitary condition;

- c. ensure that, on completion of business each day –
 - i. the informal trading site or area occupied by him or her for the purposes of conducting informal trading is free of litter and other waste; and
 - ii. all his or her goods are collected and removed from any public road or public place and stored in a suitable facility;
- d. take necessary precautions in the course of conducting his or her business as may be necessary to prevent the spilling of fat, oil or grease onto a public road, or public place, or into a storm water drain;
- e. ensure that no smoke, fumes or other substance, odors, or noise, emanating from his or her activities associated with informal trading, causes pollution of any kind;
- f. carry on business in a manner which does not cause a threat to public health or public safety; and
- g. at the request of an authorized official of the Municipality, move or remove any object so that the area or informal trading site from which informal trading is conducted may be cleaned.

- (3) A certificate of acceptability, as contemplated in Regulations Governing General Hygiene Requirements for Food Premises, G’N R638 of 22 June 2018, must first be obtained from the Cape Winelands District Municipality where food, irrespective of where such food was prepared, is sold or handled in an informal trading bay.

Temporary relocation

- 25. (1) An informal trader must, on request by an authorized official or a service provider appointed by the Municipality, move his or her goods so as to permit the carrying out of any work in relation to a public road, public place or any work.

- (2) No compensation is payable by the Municipality to any informal trader as a result of the temporary relocation of informal trading as contemplated in subsection (1).

Special events

- 26. (1) The Municipality may, on reasonable notice, prohibit or restrict informal trading for the duration of a special event and within a prescribed area, notwithstanding the provisions of any informal trading policy or any informal trading permit.

- (2) No compensation is payable by the Municipality to any informal trader as a result of the prohibition or restriction of informal trading as contemplated in subsection (1).

Obligation of owners on non-municipal property

27. An owner of non-municipal property must –

- a. ensure that any informal trading taking place on his or her property complies with this By-law;
- b. permit any authorized official access to his or her property for the purpose of ensuring compliance with this By-law; and
- c. ensure, at the owner's cost, that sufficient services are provided to maintain acceptable hygienic conditions in respect of the informal trading.
- d. Ensure written approval of consent from all neighbors surrounding the immediate property

CHAPTER 5 ENFORCEMENT

Recovery of costs

- 28.**(1) If an informal trader contravenes any provision of this By-law or his or her permit and fails or refuses to cease the contravention, or to take to rectify any contravention, then the Municipality may take those steps itself and recover the costs from the informal trader.
- (2) The costs mentioned in subsection (1) is in addition to any fine which may be imposed on the informal trader.

Removal and impoundment

- 29.**(1) An authorized official may remove and impound any goods of an informal trader which he or she reasonably suspects is being used, has been used or is intended to be used for or in connection with informal trading which is in contravention of this By-law or any other applicable law.
- (2) The removal and impoundment of goods in terms of subsection (1) may be carried out irrespective of whether or not such goods are in the possession or under the control of any third party at the time.
- (3) Any authorized official who removes and impounds goods in terms of subsection (1) must, except where goods have been left or abandoned, issue the informal trader a receipt which—
- (a) itemizes the goods to be removed and impounded;
 - (b) provides the address where the impounded goods will be kept;
 - (c) states the period of impoundment;
 - (d) states the terms and conditions which must be met to secure the release of the impounded goods;
 - (e) states the impoundment fee to be paid to secure release of the impounded goods;
 - (f) states the terms and conditions on which unclaimed goods will be sold or otherwise disposed of; and

(g) provides the name and address of a municipal official to whom any representations regarding the impoundment may be made and the date and time by which representations must be made.

(4) If any goods to be impounded are attached to immovable property or a structure, an authorized official may order any person who appears to be in control of the immovable property or structure to remove the goods to be impounded and, if that person refuses or fails to comply, then—

- (a) that person shall be guilty of an offence; and
- (b) the authorized official may remove the goods himself or herself.

(5) Goods which have been impounded may be released after —

- (a) proof of ownership in the form of the presentation of the receipt contemplated in subsection (3); and
- (b) payment of the impoundment fee or ,
is received.

(6) (1) The Municipality may at any time after the impoundment sell, destroy or otherwise dispose of—

- (a) impounded perishable goods if the goods represent or might represent a health risk or a nuisance; and
- (b) foodstuffs which are unfit for human consumption, provided that notice has been served on the informal trader concerned, advising him or her
 - (i) that his/her impounded goods are to be sold, destroyed or disposed of;
 - (ii) of the time of such sale, destruction or disposal; and
 - of the reasons for such sale, destruction or disposal.

(7) Impounded goods other than perishable goods, may be sold by the Municipality if the owner does not, or is unable to, pay the impoundment fee within 1 month from the date of impoundment of those goods.

(8) If impounded goods are sold by the Municipality in terms of subsections (6) or (7), and upon the presentation of the receipt contemplated in subsection (3) as proof of ownership, the Municipality must pay to the person presenting the inventory the proceeds of the sale less the impoundment fee.

(9) If in the reasonable opinion of an authorized official, an informal trader is suspected of trading in illegal goods, then those goods may be immediately confiscated and, in the event of such a confiscation, the authorized official must—

- (a) comply with the requirements of this section; and
- (b) immediately surrender the suspected illegal goods to the possession of the South African Police Service.

Vicarious liability

30.(1) When an employee or agent of an informal trader contravenes a provision of this By-law, any informal trading policy or informal trading permit, the informal trader shall be deemed to have committed such contravention himself or herself unless such informal trader satisfies the court that he or she took reasonable steps to prevent such contravention.

(2) The fact that the informal trader issued instructions to the representative, prohibiting such contravention, shall not in itself constitute sufficient proof of such reasonable steps.

Offences

31.(1) A person is guilty of an offence if he or she—

- (a) trades without an informal trading permit;
- (b) contravenes any provision of this By-law;
- (c) contravenes any condition on which a permit has been issued to him or her;
- (d) fails to comply with any lawful instruction given in terms of this By-law;
- (e) threatens, resists, interferes with or obstructs any authorized official in the performance of official duties or functions in terms of or under this By-law; or
- (f) deliberately furnishes false or misleading information to an authorized official.

(2) A person is guilty of a continuing offence if he or she continues with an offence after notice has been served on him or her in terms of this By-law requiring him or her to cease committing such offence, or after he or she has been convicted of such offence.

Penalties

32.(1) Any person who is convicted of contravening paragraph 37(1)(a) shall be liable to a fine of an amount not exceeding R1 000, or a 24 months ban on informal trading, or to both such fine and ban

(2) Subject to subsection (1), any person who is convicted of an offence under this By-law shall be liable to a fine of an amount not exceeding R1 000 or to a 24 months ban on informal trading or to both such fine and ban.

(3) In the case of a continuing offence, an additional fine of an amount not exceeding R150 or ban not exceeding 1 month, for each day on which such offence continues or both such fine and ban, will be imposed.

CHAPTER 6

MISCELLANEOUS PROVISIONS

Appeals

- 33.** (1) A person whose rights are affected by a decision taken by the Municipality in terms of this By-law may appeal against that decision in terms of the Appeals provision contained in the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) by giving written notice of the appeal and reasons to the municipal manager within 21 days of the date of the notification of the decision.
- (2) The municipal manager must promptly submit the appeal to the appropriate appeal authority.
- (3) The appeal authority must commence with an appeal within six weeks and decide the appeal within a reasonable period.
- (4) The appeal authority must confirm, vary or revoke the decision, but no such variation or revocation of a decision may detract from any rights which may have accrued as a result of the decision.
- (5) The appeal authority must furnish written reasons for its decision on all appeal matters.
- (6) All appeals lodged are done in terms of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) and not in terms of this By-law.
- (7) Where a conviction has been affirmed by a court of law and the accused wishes to appeal such conviction, the appeal must take place in terms of the court's appeal process and not in terms of subsection (1) to (5).

Repeal of laws and savings

- 34.** (1) The Witzenberg Street Trading By-Law gazetted on 16 August 2002 are hereby repealed and replaced by this By-law
- (2) All permits issued under the Witzenberg Municipality Street Trading By-laws published under Municipal Notice 97 of 1995 remain in full force and effect as if the said By-law has not been repealed as contemplated in subsection (1).

- (3) Any rights accrued or obligations incurred as contemplated in the laws referred to in subsection (2) remain in force, as if those laws have not been repealed.

Notwithstanding the enactment of this By-law—

(a) any declaration of an area within the jurisdiction of the Municipality as an area in which the carrying on of the business of street vendor, peddler or hawker may be restricted or prohibited, shall remain valid until such time as the council adopts an informal trading policy in respect of such area in terms of this By-law;

(b) where an informal trader had been issued with a permit prior to the enactment of this By-law which permits trading from a particular site, this permit shall comply with the regulations stated in this By-law

Short title and commencement

- 35.** This By-law is called the Witzenberg Municipality: Informal Trading By-law, 2025 and takes effect on the date on which it is published in the *Provincial Gazette* of the Western Cape

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager
VAN / FROM: Manager Legal Services
DATUM / DATE: 19 April 2024
VERW. / REF.: 7/1/4/1

IN RE: REQUEST TO PURCHASE A PORTION OF ERF 1352, TULBAGH

PURPOSE

To consider recommending to Council to sell a portion of Erf 1352, Tulbagh to the applicant.

DELIBERATION & BACKGROUND

The attached application was received. (Note that the erf number in the application itself is wrong). Mr Meintjies is a qualified dog trainer and is looking for property for the purposes of residential as well as kennel and training facility for dog handlers.

The following area was identified, which is approximately 6000 m².



It is situated adjacent to the Kliprivier Park. Currently the open space has a dilapidated structure on, which use to be an ambition block, part of Kliprivier Park and is now illegally used as a dumping site for garden

waste and cattle and other animal illegally roam there. The applicant intends to build a formal house from the old ablution facility and to stay on the premises, whilst he is also training dogs. The applicant wants to be close to the dogs to be able to take good care of them and for security reasons.

Inputs from Departments:

Social Economic Development – Dogs next to the Klipriver Park, might cause a nuisance.

Water and Sewerage – no objection

Town Planning - The land is zoned Open Space IV (Nature Reserve) although it is not within the official boundary of the Galgheuwel reserve. The boundary of the reserve is the river. The new owner would therefore be responsible for rezoning the land. Any development closer than 32m to the river would also trigger an EIA. Should the Council decide to sell the land it would be prudent to make the sale subject to a successful rezoning.

From the GIS map, it looks like the building is within 32m² from the river.

Streets and Storm Water – No official access to the Erf.

ALTERNATIVE OPTION, A PORTION OF ERF 1326, TULBAGH



LEGAL REQUIREMENTS

Council needs to resolve in terms of the Municipal Finance Management Act that the land is not required for basic minimum services and that it be sold at a market related price.

An EIA might be triggered at Erf 1352.

Subdivision and Rezoning will also be required.

FINANCIAL IMPLICATION

No negative financial implication for Council. By Selling this land, Council can generate income from the selling price and from rates and taxes.

A valuer need to be appointed to determine the fair value of the land.

All costs relating to this transaction should be for the account of the applicant.

TO RECOMMEND TO CORPORATE COMITEE

For Consideration

11 Soetdoring Street
Tulbagh, 6820
6 March 2024

Housing Manager
Witzenberg Municipality
Voortrekker Street
Ceres, 6830

Re-Allocation of Plot 3251 - next to Klipriver Park, Tulbagh

Good day,

I am a qualified dog trainer and I wish to apply for the allocation of Plot 3251 Van Der Stel Street, Tulbagh, for the purposes of living (residential) as well as a kennels and training facility for dogs and dog handlers.

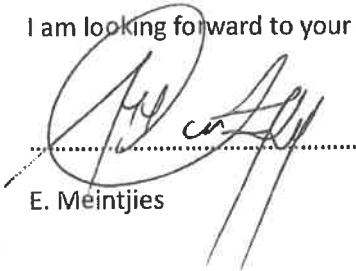
I have been in communication with Mr Nasson regarding this application, and he suggested that the ideal plot be removed from standard residential areas due to noise pollution as well as re-zoning issues.

The above plot is furnished with water and electrical supply and has an existing building that used to be ablution facilities. This building I wish to re-purpose for accommodation for myself. The dog kennels will need running water for drinking and cleaning purposes.

The plot is also quite sufficient to present the actual training, so I will not be taking any other available space away from anybody else as I can do everything on the one plot.

Kindly contact me on 063 079 0948 or at eghan.meintjies@gmail.com to discuss any further information.

I am looking forward to your positive response.



E. Meintjies

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager
VAN / FROM: Manager Legal Services
DATUM / DATE: 18 November 2024
VERW. / REF.: 7/1/4/1

IN RE: REQUEST TO PURCHASE A PROPERTY FOR THE PURPOSES OF RESIDENTIAL AS WELL AS KENNEL AND TRAINING FACILITY FOR DOG HANDLERS.

PURPOSE

To consider recommending to Council to sell on of the following erven, Erf 787, Erf 1281 or 1282, Tulbagh to the applicant.

DELIBERATION & BACKGROUND

Please refer to the item dated 19 April 2024 for a full background.

A site inspection was done on the 9th of October 2024 and the following sites were identified as possible sites for the project:

Option 1: Erf 787, Tulbagh

Option 2 & 3: Erf 1281 or Erf 1282 Tulbagh

Please see the map below:



Inputs from Departments:

Social Economic Development – No clear business plan presented in order to provide meaningful inputs from an economic perspective. I thus cannot support this as an adequate business plan is needed from the applicant.

Water and Sewerage – no objection

Town Planning – “die geïdentifiseerde grond in Tulbagh is as “Single Residential I” gesoneer vir doeleindes van enkelwoon.

Die sonering laat dus nie toe vir die voorstel nie.

Die erf is deel van ‘n bestaande residensiële woonbuurt en uit ‘n stadsbeplanningsoogpunt word die voorstel nie as wenslik beskou nie.

‘n Aansoek om hersonering sal nie ondersteun kan word nie”

Streets and Storm Water – No objection

Electric Department - There is power available for any of the plots.

LEGAL REQUIREMENTS

Council needs to resolve in terms of the Municipal Finance Management Act that the land is not required for basic minimum services and that it be sold at a market related price.

Subdivision and Rezoning will also be required.

FINANCIAL IMPLICATION

No negative financial implication for Council. By Selling this land, Council can generate income from the selling price and from rates and taxes.

Current Municipal Valuations for the land is R150 000 for Erf 1281 and Erf 1282 and R228 000 for Erf 787, Tulbagh. A valuator can be appointed to determine the fair value of the land.

TO RECOMMEND TO CORPORATE COMMITTEE

For Consideration

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager
VAN / FROM: Manager Legal Services
DATUM / DATE: 17 August 2022
VERW. / REF.: 7/1/4/1

IN RE: REQUEST TO PURCHASE ERF 935, WOLSELEY

PURPOSE

To consider recommending to Council the selling of erf 935, Wolseley (extent 5 505 m2) to Wolseley Fruit Packers (Pty) Ltd (Wolfpack).

DELIBERATION

Council is the owner of erf 935, Wolseley, in extent 5 505 m2, and which is situated between the current Wolfpack premises and portion 13 of Farm 301. See attached map, annexure "A".

The municipal property is vacant land and is only encumbered with a municipal storm water canal. The land cannot be sold to anyone other than the land owner. The municipal property holds no value for any other person except that of the adjacent landowners, because there is no access from the provincial road. The municipality obtains access through the property of Wolfpack. The property is only accessed to clean and maintain the storm water canal. If Council sells the property to Wolfpack they will consolidate and join the two properties and build a bridge over the storm water canal to incorporate their new development with their existing operations. The Director: Technical Services has indicated that there is no objection to the selling of the municipal property subject to a servitude of three meter on both sides of the canal being registered in favour of the municipality. It will be a further condition that Wolfpack will continue to give access to the canal via their current property. (Wolfpack has already agreed to these conditions).

INPUT FOR TECHNICAL MANAGERS:

DIRECTOR TECHNICAL SERVICES:

Council's Development Charges Policy is applicable.
 Bulk Contribution cost will be calculated in accordance with the Development Charges Policy when detailed plans are submitted of the development and or with the Consolidation application.

SENIOR MANAGER ELECTRICAL SERVICES

The application is supported with the following inputs:

Having communicated with the applicant, an electrical connection will not be required at this stage since the erf is required solely for access purposes between erf 1106 and 301/13.

However, should the applicant require an electrical connection in the future, it is a commercial erf with only 80Amp 3Ø is available until Eskom can provide additional capacity (No date available, no Eskom plan available)

MANAGER STREETS AND STORM WATER

- 1 Stormwater from the Artois canal and the surrounding Montana area is conveyed over the property by two main unlined channels.
2. These channels connect to culverts under the railway line in the west and discharges on the other side into a wetland.
3. A rational design of the stormwater management systems on Erf 1 to safely contain floods up to the 1:50 year flood without the flooding of properties must be submitted for approval.
4. With the design capacities of culverts underneath Main Road 305 and the railway line must be taken in account.
5. This design needs to be approved by the Department Transport and Public Works.
6. Servitudes need to be registered in the favour of Witzenberg Municipality to ensure effective management and access at all times.
7. New accesses from Main Road 305 must be approved by the Department Transport and Public Works.

SENIOR MANAGER TOWN PLANNING

Die erf is tans as nywerheid gesoneer.

Indien die Raad besluit om te verkoop sal voorwaarde gestel moet word dat die erf konsolideer word met Wolfpack se grond aangesien dit tans nie toegang tot 'n pad het nie.

LEGAL REQUIREMENTS

It is trite law that Council can only sell property through a competitive process unless the sale is important for local economic development and further where the participation of other members of public in the process is impractical. Council needs to resolve in terms of the Municipal Finance Management Act that the land is not required for basic minimum services and that it be sold at a market related price.

FINANCIAL IMPLICATION

There is no negative financial implication attached to the transaction. If Council considers the sale it will enhance and improve the value of the properties if consolidated. This will effectively mean that Council will generate more income through services and rates.

TO RECOMMEND TO CORPORATE COMMITTEE

- i. that the Corporate Committee considers recommending to Council the alienation of the municipal property in favour of Wolfpack.
- ii. that erf 935, Wolseley is not required for minimum basic services.

- iii. that erf 935, Wolseley be sold at a market related price.
- iv. that the potential sale be advertised in the local newspaper for public comment and/or any objection.
- v. that the Municipal Manager be mandated to sign all documentation to effect the transfer of the property to Wolfpack.



Wolfpack

Wolseley Fruit Packers (Pty) Ltd
 Company Reg: 2011/004470/07
 Posbus 144, Wolseley, 6830
 Tel : 023 2311066
 Fax : 023 2310601

20 June 2022

The Municipal Manager
 WITZENBERG MUNICIPALITY
 Ceres

Dear Sir

REQUEST TO PURCHASE ERF 935 – WOLSELEY

All our earlier correspondence between 2016 and 2018 refers.

Wolfpack owns the properties both North and South of erf 935, our existing erf 1066 to the north and the newly bought land south of erf 935.

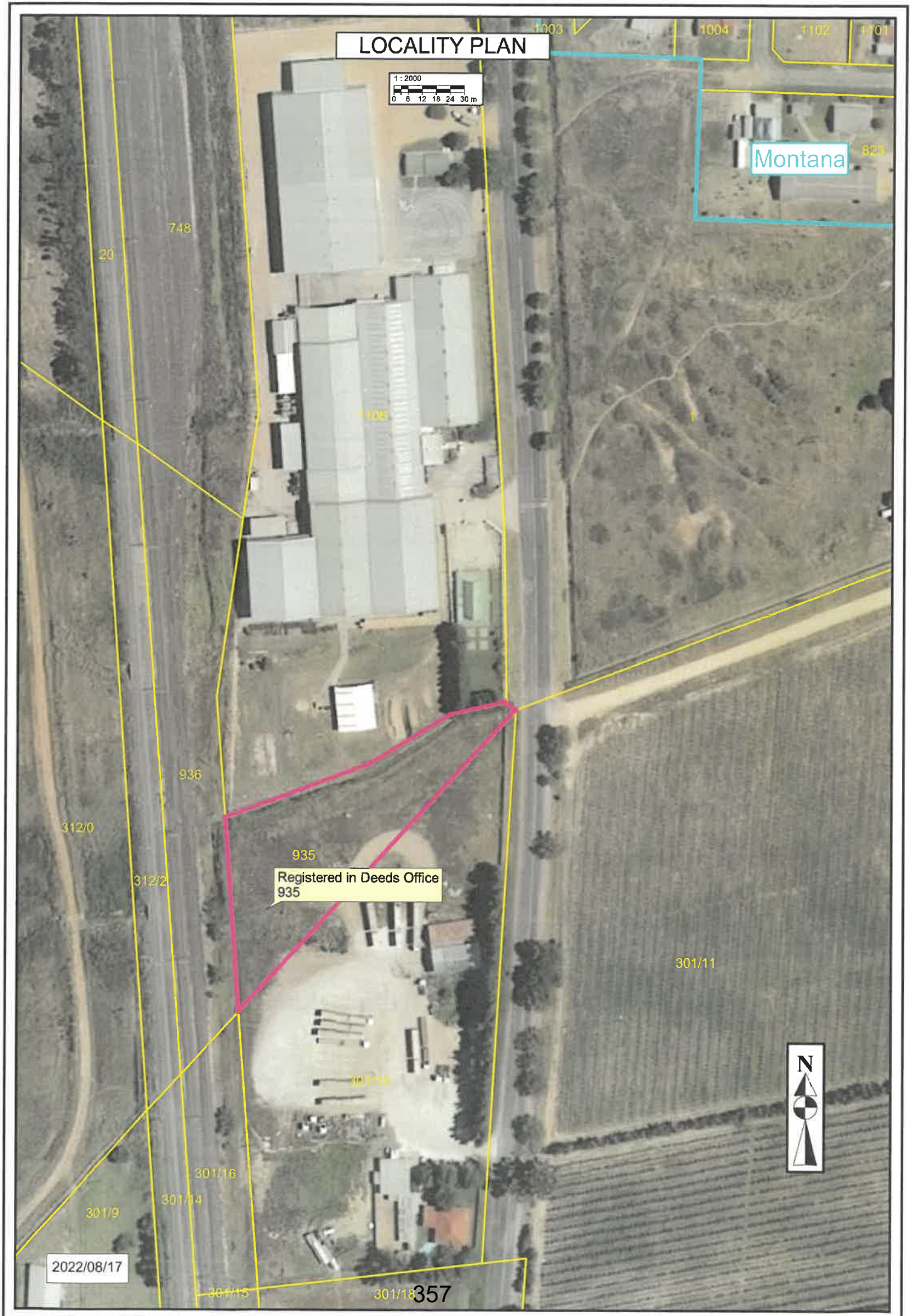
Wolfpack is planning long term expansion of their operations and erf 935, lying between the two properties, is restricting these plans. The intended expansion of operations includes substantial increase of infrastructure which will in turn create huge job opportunities for a longer period of time during the season.

We therefore request that the Witzenberg Municipality would consider selling erf 935 to Wolfpack based on the above.

We look forward to hearing from you in this regard as soon as possible.

Regards


CHRISTO STRYDOM
GENERAL MANAGER



WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager

VAN / FROM: Senior Manager Legal Services

DATUM / DATE: 13 February 2025

VERW. / REF.: 711/4/2



Alienation and subdivision of a portion of Erf 2622, Skoonvlei Industrial area, Ceres (Unregistered Erf 10915 OR Erf 10916 OR Erf 10917)

PURPOSE

To consider the alienation of unregistered Erf 10915 or Erf 10916 or Erf 10917 to Werner Pharo Electrical (Pty) Ltd to establish his principle place of business.

DELIBERATION & BACKGROUND

Please refer to the attached e-mail from the applicant, **Annexure A**. The applicant indicated that if possible, he prefers unregistered Erf 10916 above Erf 10915 or Erf 10917 as the preferred erf for his application.



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 B**. 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.

The municipality has earmarked Skoonvlei 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 Skoonvlei 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

INPUTS RECEIVED FROM MANAGERS:

Manager Street and Storm Water: "Geen beswaar. Neem kennis Bank straat is 'n grondstraat."

Senior Manager Town Planning: "No Objection, The proposal is in line with the Industrial zoning of the land. Please note that a requirement of registration of the plots are that all civil services are installed."

Manager Local Economic Development: "A Business plan is to be submitted, as is standard in the attached Application form for Municipal property."

Senior Manager Electrotechnical Services: •Citing the indication of business use on the erf identified, the connection is limited to a maximum of three-phase 40Amp connection for new business applications. • The applicant is responsible for the moving/protecting of his connection cable at his own cost, if applicable •Applicants should be aware that due to Eskom capacity constraints, no increased capacity allocations are being entertained. • Services contributions are relevant with a capacity increase, as per the Council's decision •The applicant will be responsible for the costs of any electrical upgrading if required•The owner must submit a Certificate of Compliance with the completion of the electrical works • Only 1 connection per ERF is allowed as per the bylaw•The applicant is responsible for the electrical connection costs

Manager Water and Sanitation: No input was received.

LEGAL REQUIREMENTS

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 Werner Pharo Electrical (Pty) Ltd, 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

FINANCIAL IMPLICATION

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.

Council also need to take cognisance that Council resolved in similar applications not to alienated land at a market related price, but at a selling price of R100-00 per square metre.

TO RECOMMEND TO COUNCIL

For Consideration

From: Werner Pharo <werner.pharo@telkomsa.net>
Sent: Monday, 09 December 2024 14:01
To: David Nasson <david@witzenberg.gov.za>
Cc: Trevor Abrahams <tabrahams@witzenberg.gov.za>
Subject: Besigheidserf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Geagte mnr.Nasson.

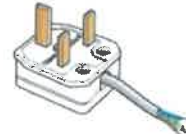
Hiermee doen ek graag aansoek om besigheidsgrond in Skoonvlei Industriële gebied. Ek doen nou al vir 18 jaar elektriese werk en bedryf die besigheid vanaf die huis in Bella Vista. Ek is 'n geregistreerde elektriese kontrakteur en benodig grond om 'n stoor te kan oprig wat ten minste 2 voertuie, 'n kantoor en werk oppervlak kan bied. 'n Erf oppervlak van rondom 1500 vierkante meter behoort in my nood te kan voorsien. Ek is ook ten volle bereid om vir sodanige grond te betaal wat die munisipaliteit se prys ook al mag wees. Ek hoop u vind hierdie aansoek in orde.

Werner Pharo.

T/A Werner Pharo Electrical(Pty)Ltd.



Werner Pharo Electrical (Pty) Ltd.



Werner Pharo
Cell: 0836986174
11 Keurboom Str.
Bella Vista
Ceres
6835

15/4/21/243

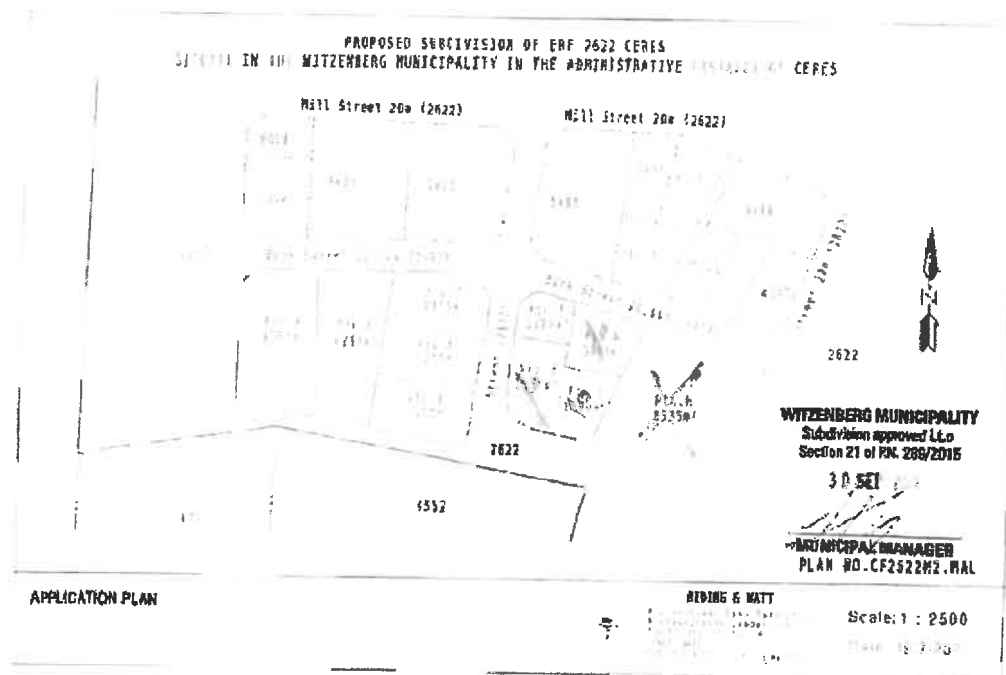


5.1 (a)

Report 1 July 2021 – 30 September 2021
MMProp 23

**IMPLEMENTATION PLAN FOR THE FURTHER DEVELOPMENT OF SKOONVLEI ECONOMIC HUB
THAT WOULD INCLUDE SERVICING, ALIENATION OF ERVEN**

SUBDIVISION OF A PORTION OF ERF 2622, CERES IN SKOONVLEI WAS DONE BY RIDING & WATT:



VALUATION OF MARKET RELATED SELLING PRICE

We are in the process to obtain quotations for the valuation of the market related selling prices of these erven.

DEVELOPMENT CHARGES


Please refer to the attached communication from the technical department.

The total development costs are R6,3 million (Excluding VAT). Please take note that this cost does not include the upgrading of any services or roads.



FUTURE PLANS WITH THESE ERVEN

To sell in terms of a supply chain process. The total development cost is extremely high and does not include the upgrading of services or roads. Council will have to consider and weigh up the development costs and costs for upgrading of services and roads against the selling price of these erven otherwise it will be a financial lost for council.



L. Nieuwenhuis
Manager Legal Services



David Nasson
Municipal Manager



44, Ceres, 6835
50 Voortrekker St/ Str, Ceres, 6835
Suid Afrika/ South Africa
☎ +27 23 316 1894
☎ +27 23 316 1877
✉ admin@witzenberg.gov.za
www.witzenberg.gov.za

Verw/Ref: 15/4/2/243
Navrae/Enquiries: R van der Merwe

30 September 2021

PER HAND

Claus Ridling
18 Bergsig Street
Ceres
6835

Dear Sir

SUBDIVISION OF ERF 2622 CERES: APPROVAL

1. Your application dated 22 July 2021 refers.
2. It has been resolved by the delegated authority on 14 September 2021 that:
 - A The subdivision of Erf 2622, Ceres into Portion A (approx. 4551m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
 - B The subdivision of Erf 2622, Ceres into Portion B (approx. 4289m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
 - C The subdivision of Erf 2622, Ceres into Portion C (approx. 2315m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
 - D The subdivision of Erf 2622, Ceres into Portion D (approx. 2255m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
 - E The subdivision of Erf 2622, Ceres into Portion E (approx. 2255m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
 - F The subdivision of Erf 2622, Ceres into Portion F (approx. 1020m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
 - G The subdivision of Erf 2622, Ceres into Portion G (approx. 1786m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61

Rig aaneel/af alle korrespondensie aan die Munisipale Bestuurder/ Kindly address all correspondence to the Municipal Manager/ Yodike Isakhele/ nani nani/Chanyelwe ku/Marwell kaMasipala

Witzenberg, the Eden of Africa, aspires that all residents shall live together in harmony and prosperity.
Witzenberg, die Eden van Afrika, streef daarna dat alle inwoners in harmonie en voorspoed saamleef.
Witzenberg, iEden yase Africa igquashalezele ekubeni bonke abahlali bakhawulelezise ukuhlalisana ngolomwalo.

of the Witzenberg Municipality: Land Use Planning By-Law, 2015;

- H The subdivision of Erf 2622, Ceres into Portion H (approx. 8535m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
- I The subdivision of Erf 2622, Ceres into Portion I (approx. 1400m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
- J The subdivision of Erf 2622, Ceres into Portion J (approx. 1937m²) and the remainder as indicated on plan no. CE2622M2.MAL dated 19/7/2021 be approved in terms of Section 61 of the Witzenberg Municipality: Land Use Planning By-Law, 2015;
3. This approval is subject to the additional conditions contained in Annexure A (copy attached).
4. Kindly note that approval of the subdivision lapses unless separate registration of at least one land unit therein is affected in the Deeds Registry within 5 years of the date of the decision.
5. No transfer or separate registration of an erf will be permitted before the following information are provided:
- Copies of the approved diagrams / general plans in pdf/jpg/tif format.
 - Shape files (.shp) and dxf / dwg of the approved diagrams / general plans which only contains text and polygons.
 - The information must be in keeping with WGS-84 (Y & X).
6. You are entitled to appeal against the decision set out herein or the conditions of approval. The right of appeal must be exercised within twenty one (21) days of date of registration of this letter. If you wish to appeal, the appeal must be in writing and addressed to :

The Municipal Manager
P O Box 44
CERES
6835

Yours faithfully


for MUNICIPAL MANAGER

Copy to: The Surveyor-General, Private Bag X9028, Cape Town, 8000

ANNEXURE A

FILE REFERENCE: 15/4/2/243

REMAINDER ERF 2622, CERES

APPLICATION FOR SUBDIVISION

CONDITIONS IMPOSED IN TERMS OF SECTION 69 OF THE WITZENBERG MUNICIPALITY: LAND USE PLANNING BY-LAW, 2015

- 1) That the requirements of the Senior Manager Electrotechnical Services, email dated 03/08/21 be complied with;
- 2) Contributions to the municipal bulk services levies must be paid for each unit prior to the transfer of any erf, as per email from the director Technical Services dated 14 September 2021.
- 3) The connection of municipal services for the newly created erf must occur in consultation with and on approval by the Director: Technical Services of the municipality, prior to transfer. The full cost of services provision and services connections will be for the account of the applicant/owner. The right of passage through any abutting or adjacent erven for the establishment of services connections must be sought by and is the responsibility of the applicant/owner and the municipality will have no obligation to create a services servitude for the newly created erf;
- 4) that the owner / developer must see to it that the Land Surveyor and Land Surveyor General complies with Councils' decision and conditions therewith. Any corrections in this regard shall be the responsibility of and for the cost of the owner/developer;
- 5) that prior to clearance for transfer the owner shall provide each newly created erf with separate service connections.

**PROPOSED SUBDIVISION OF ERF 2622 CERES
SITUATE IN THE WITZENBERG MUNICIPALITY IN THE ADMINISTRATIVE DISTRICT OF CERES**



WITZENBERG MUNICIPALITY
Subdivision approved i.t.o
Section 21 of P.N. 289/2015

30 SEP 2020

MUNICIPAL MANAGER
PLAN NO. CE2622M2.WAL

APPLICATION PLAN

RIDING & MATT

Professional Land Surveyors
Professionele Landmeters
P.O. Box 297 / Postbus 297
CERES - 6835
Tel: 023-3121455, 082 55 44 635

Scale: 1 : 2500

Date: 19/7/2021

Ryan van der Merwe

From: Joseph Barnard
Sent: Tuesday, 14 September 2021 12:17
To: Ryan van der Merwe
Cc: Elton Lintnaar; Hennie Taljaard; Johnny Jacobs; Nathan Jacobs; Oswald Gatyene; Pierre Van Den Heever
Subject: RE: Erf 2622 Ceres: Subdivision: Trim 15/4/2/243
Attachments: DC_Calculator 2021 22 erf 2622 portion H.pdf; DC_Calculator 2021 22 erf 2622 portion A.pdf; DC_Calculator 2021 22 erf 2622 portion B.pdf; DC_Calculator 2021 22 erf 2622 portion C.pdf; DC_Calculator 2021 22 erf 2622 portion D.pdf; DC_Calculator 2021 22 erf 2622 portion E.pdf; DC_Calculator 2021 22 erf 2622 portion F.pdf; DC_Calculator 2021 22 erf 2622 portion G.pdf

Ryan

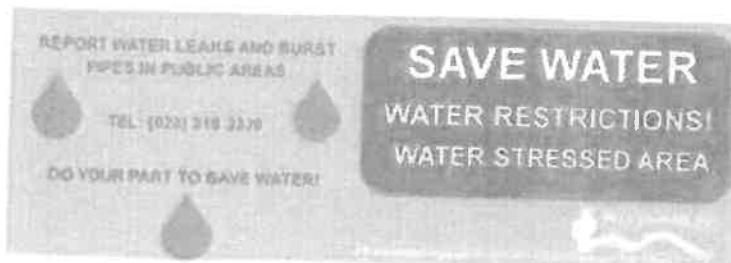
Vind aangeheg DC koste vir elke erf betaalbaar, belangrik om kennis te neem, dat nie een van die erwe gediens is nie.

Hierdie DC koste is die vaste koste en enige opgraderings nodig by die erwe vir die installering van grootmaat dienste is vir die rekening vd ontwikkelaar.

Die kommentaar van elke individuele bestuurder moet ook in ag geneem word , rakende beskikbaarheid van dienste, alvorens die onderverdeling goedgekeur word.

Regards,

Joseph Barnard (Pr. CPM)
 Director: Technical Services
 Witzenberg Municipality
 Tel: (023) 316 8540
 Fax: (086) 523 6339
 E-mail: joseph@witzenberg.gov.za



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WATERBURY MUNICIPALITY
REPUBLIC OF SOUTH AFRICA

Calculation of Development Charges

Application Number: V0.05 (2018/12/18) **Erf No:** 2627 portion H

Applicant: Waberting Municipality **Erf Location:** Ceres

Date: 2021/01/14 **Erf Size (m²):** 8535

Financial Year: 2021/22 **Approved Building Plan No.:** Not approved

Service Zone: Ceres

Land Use Category	Unit	Existing Rights	Proposed New Rights	Ceres	Ceres	Ceres	Ceres	Ceres	Ceres
Single Residential > 1000m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 850m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 350m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 200m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
State Funded Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
GAP/Allocated Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Group Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Flat	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Second/Additional Dwelling/Granny Flat	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Rural / Undeveloped / Agricultural	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Rural Infrastructure / Agricultural	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Hotel	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Accommodation Establishments	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
General Business	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Office	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Retail/Shop	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Warehouse	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Industrial	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Early Childhood Development Centres / Home Child Care	Learning	0	0	R 146 282.83	R 01 125.97	R 317 298.47	R 66 185.85	R 201 482.98	R 110 292.63
Universities / Schools	Learning	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Care / Accommodation (Hospitals, Clinics, Old age home)	Bed	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Office/ Consulting rooms (public offices, clinics, hospitals & env. facilities)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Meeting Rooms (places of assembly, places of worship)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Open Spaces / Public Open Spaces	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00

Land use not included above with appropriate service known (prior to a formal study is required): **No**

Unit Costs Per Service Area	R 4 570.43	R 8 050.43	R 650.13	R 46 740.00	R 1 271.62	R 1 500.67
Total Development Charge per service	R 146 282.83	R 01 125.97	R 317 298.47	R 66 185.85	R 201 482.98	R 110 292.63
VAT Per Service (%)	R 20 470.63	R 12 767.36	R 45 021.78	R 9 543.19	R 26 597.53	R 155 440.86
Total Development Charge Calculated (Excluding VAT)	R 2 504 845.30					
VAT	R 380 660.34					
Total Development Charge Calculated (Including VAT)	R 2 885 505.64					
Subsidy granted (%)						
Subsidy granted (Amount including VAT)	R 0.00					
Reason for subsidy						
Alternative funding source						
Total Development Charge Payable (Including VAT)	R 2 885 505.64					
Application Processed by:						
Signature						
Date						
Amount Paid:						
Date Payment Received						
Receipt Number						

Windsong Local Municipality

Development Charge Form

Application Number: 112021 **Erft No:** 2021/001/C

Applicant: Windsong Municipality **Erft Location:** Ceres

Date: 2021/06/14 **Erft Size (m²):** 2016

Financial Year: 2021/22 **Approved Building Plan No:** not approved

Service Zone: Water: Ceres, Sewer: Ceres, Stormwater: Ceres, Electricity: Ceres

Land Use Category	Unit	Existing Rights	Proposed New Rights	Water	Sewer	Stormwater	Electricity
Single Residential < 600m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 600m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential < 300m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 300m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
State Funded Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
GAP/Alternative Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
General Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Field	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Second/Additional Dwelling/Granny Flat	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Rural / Undetermined / Agricultural	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Rural Intensification / Agri-subdivisions	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Hotel	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Accommodation Establishments	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00
General Business	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Office	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Retail/Shop	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Warehouse	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Industrial	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Early Childhood Development Centres / Home Child Care	Leamer	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Universities / Schools	Leamer	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Care / Accommodation (Hospitals, Clinics, Old age homes)	Bed	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Office Consulting rooms (lawyers offices, clinics, hospitals & etc. facilities)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Meeting Places (places of assembly, clubs & societies)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Open Spaces / Public Open Spaces	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00
Land use not included above with specific standards or norms (period of 6 months after request)				No			
Unit Costs Per Service Actual				R 4 670.43	R 3 050.43	R 830.18	R 88 740.00
Total Development Charge per service				R 39 677.06	R 24 716.11	R 68 776.18	R 70 825.45
VAT Per Service (%)				R 5 654.70	R 3 490.26	R 12 428.62	R 2 568.48
Total Development Charge Calculated (Excluding VAT)				R 543 732.18			
VAT				R 79 123.00			
Total Development Charge Calculated (including VAT)				R 610 854.43			
Subsidy granted (%)							
Subsidy granted (Amount including VAT)				R 0.00			
Reason for subsidy							
Alternative funding source							
Total Development Charge Perceptible (including VAT)				R 610 854.43			
Application Processed by:							
Signature							
Date							
Amount Paid:							
Date Payment Received							
Receipt Number							

WATERBURY MUNICIPALITY
WATERBURY, VERMONT
REPUBLIC OF NEW ENGLAND

Waterbury Local Ordinance

Ordinance Number **110021** **Erf No** **2522 portion B**

Applicant **WATERBURY MUNICIPALITY** **Submittal**

Date **2021/05/14** **Erf Location** **Station 1**

Financial Year **2021/22** **Erf Size (m²)** **2255**

Approved Building Plan No. **not approved**

Land Use Category	Unit	Existing Rights	Proposed New Rights	Case	Case	Case	Case	Case	Case
Single Residential > 100m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 850m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 350m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 300m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
State Fenced Property	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Group Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Flats	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Second/Additional Dwelling/Granny Flat	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Rural / Undeveloped / Agricultural	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Rural Infrastructure / Agricultural	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Hotel	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Accommodation Establishments	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
General Business	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Office	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Retail/Shop	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Warehouse	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Industrial	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Early Childhood Development Centre / Home Child Care	License	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Universities / Schools	License	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Care / Accommodation (Hospitals, Clinics, Old age home)	Bed	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Office/Consulting rooms (offices, clinics, hospitals & env. facilities)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Meeting Places (places of assembly, places of worship)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Open Spaces / Public Open Spaces	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Land used not included above, with special conditions known (prior to a formal application)	No								
Unit Costs Per Service Area		R 4 670.43	R 3 650.48	R 650.13	R 25 740.00	R 1 276.62	R 1 300.87		
Total Development Charge for service		R 38 048.70	R 24 875.52	R 66 474.29	R 15 000.78	R 39 066.26	R 203 345.19		
VAT Per Service (%)		R 5 410.62	R 3 370.97	R 12 106.40	R 2 621.37	R 9 671.94	R 41 088.47		
Total Development Charge Calculated (Excluding VAT)								R 229 638.74	
VAT								R 74 168.06	
Total Development Charge Calculated (Including VAT)								R 303 806.80	
Subsidy granted (%)									
Subsidy granted (Amount including VAT)									R 0.00
Reason for subsidy									
Alternative funding source									
Total Development Charge Payable (Including VAT)								R 303 806.80	
Application Processed by:									
Signature									
Date									
Amount Paid:									
Date Payment Received									
Receipt Number									

Wizardsburg Municipality
Wizardsburg, Georgia
30093

Calculator Version: 06.05 (2018/2/15) **Erf No:** 2622 Jurisdiction
Application Number: 11/2021 **Suburb:** Ceres
Applicant: Wizardsburg Municipality **Erf Location:** Wizardsburg
Date: 2021/06/14 **Erf Size (m2):** 2251
Financial Year: 2021/22 **Approved Building Plan No:** not approved

Service Zone: **Water:** **Electricity:** **Sanitation:** **Other Services:** **Fire Protection:**

Land Use Category	Unit	Existing	Proposed	All Service Zones	All Service Zones	All Service Zones	All Service Zones	All Service Zones	All Service Zones
Single Residential > 1000m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 650m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 350m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential < 350m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
State Funded Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
State Funded Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Group Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
FM	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Second/ Additional Dwelling/Guesting Flat	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Rural / Underdeveloped / Agricultural	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Rural / Underdeveloped / Agricultural	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Hotel	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Accommodation Establishments	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
General Business	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Office	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Retail/Shop	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Warehouse	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Industrial	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Early Childhood Development Centres /	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Home Child Care	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Universities / Schools	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Care / Accommodation (Hospitals, Clinics, Old age home)	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Office Consulting rooms (where offices, clinics, hospitals & other facilities)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Meeting Places (places of assembly, clubs, etc.)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Open Spaces / Parks / Open Spaces	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Land use not covered above with actual demands known (land use category is required)	No								
Unit Code Per Service Area		R 4 570,48	R 3 050,43	R 639,13	R 25 740,00	R 1 270,52	R 1 300,87		
Total Development Charge per service		R 38 648,70	R 24 075,52	R 86 474,20	R 19 000,78	R 80 085,20	R 293 345,19		
VAT Per Service (%)		R 5 410,82	R 3 370,57	R 12 108,40	R 2 621,37	R 9 671,94	R 41 063,47		
Total Development Charge Calculated (Excluding VAT)								R 529 639,74	
VAT								R 74 148,58	
Total Development Charge Calculated (including VAT)								R 603 788,32	
Subsidy granted (%)									
Subsidy granted (Amount including VAT)								R 0,00	
Reason for subsidy									
Alternative funding source									
Total Development Charge Per app (including VAT)								R 603 788,32	
Application Processed by:									
Signature									
Date									
Amount Paid:									
Date Payment Received									
Receipt Number									

WILDEBERG MUNICIPALITY
REPUBLIC OF SOUTH AFRICA

Wildeberg Municipality

Calculation Version: v0.05 (2018/2/15)

Application Number: 11/2021

Applicant: Wildeberg Municipality

Date: 2021/09/14

Financial Year: 2021/22

Approved Building Plan No: not approved

Service Zone: not approved

Suburb: Ceres

Erf Location: Moorosi

Erf Size (m2): 1020

Estimated: not approved

Service Zone: not approved

Land Use Category	Unit	Existing Rights	Proposed New Rights	Ceres	Ceres	Ceres	Ceres	Ceres	Ceres
Single Residential > 1000m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 600m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential > 300m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Single Residential < 300m² Erf	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
State / Unclassified Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Group Housing	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Plot	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Second / Additional Dwelling / Servant Flat	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Rural / Unsettlement / Agricultural	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Rural Intensification / Agricultural Subdivisions	Dwelling unit	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Hotel	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Accommodation Establishments	Rooms	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
General Business	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Office	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Retail Shop	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Warehouse	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Industrial	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Early Childhood Development Centres / Home Child Care	Leamer	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Universities / Schools	Leamer	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Care / Accommodation (Hospitals, Clinics, Old age homes)	Bed	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Office / Consulting rooms (wellness offices, clinics, hairdressing & etc. facilities)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Meeting Places (places of assembly, places of worship)	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Open Spaces / Public Open Spaces	m²	0	0	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00
Land use not included herein with actual charges to be shown (proof of a higher study is required)	Nc								
Unit Costs Per Service Actual				R 4570.43	R 3 690.43	R 839.13	R 86 740.00	R 1 278.62	R 1 300.67
Total Development Charge (incl. VAT)				R 17 481.80	R 10 690.04	R 39 114.76	R 6 148.33	R 81 249.21	R 152 888.74
VAT Per Service (%)				R 2 447.47	R 1 624.00	R 5 478.07	R 1 140.40	R 4 374.69	R 18 575.42
Total Development Charge Calculated (excluding VAT)									R 238 570.87
VAT									R 39 638.04
Total Development Charge Calculated (including VAT)									R 278 208.91
Subsidy granted (%)									
Subsidy granted (Amount including VAT)									R 0.00
Reason for subsidy									
Alternative funding sources									
Total Development Charge Payable (including VAT)									R 278 208.91
Application Processed by:									
Signature									
Date									
Amount Paid:									
Date Payment Received									
Receipt Number									

WITZENBERG

MUNISIPALITEIT

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- MEMORANDUM -

AAN / TO: Municipal Manager

VAN / FROM: Senior Manager Legal Services

DATUM / DATE: 13 February 2025

VERW. / REF.: 15/4/R



ERF 496, STAMPER STREET, WOLSELEY

PURPOSE

To consider revoking the Council decision of 12 November 2024.

DELIBERATION & BACKGROUND

Council unanimously resolved on the 12th of November 2024:

- (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 above mentioned resolution was referred to my department to deal with the lease of the building. With the preparation of the advertisement, we requested an updated inspection report on the safety of the building from our Building Department. Please refer to the attached report. From the report is was advised that the building is unsafe.

Council to consider revoking its decision of 12 November 2024 and consider approval for demolition of the building.

LEGAL REQUIREMENTS

National Building Regulations

FINANCIAL IMPLICATION

Cost of demolishment for the account of the Municipality.

TO RECOMMEND TO COUNCIL

For Consideration



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

Department:	Technical Services
Section:	Town planning and Building Control
Reference/Verwysing/iRef:	15/6/1/1/
Enquiries/Navrae/Imibuzo	Mnr. A.W Daniels
Tel no.	023 492 0178

27 January 2025

Witzenberg Municipality
Stamper Street
Wolseley
6830

Erf no. 496

Re: Distressed property:

A Site investigation was conducted on 27/01/2025 on the building on Erf 496, Stamper Street in Wolseley to determine the safety of such building.

The building in question is abandoned and dysfunctional which pose the following concerns:

- Breeding ground for criminal activities or a place to hide to carry out illegal activities,
- May become unsightly and a nuisance to the occupiers of adjoining or neighbouring properties.

Site inspection carried out revealed that the building looks severely run down with a leaking roof, holes in soffits, doors broken out, window broken out, broken glass, sanitary fixtures and fittings broken out, electrical wiring stolen and structural damage occurring.

Legislation:

Section 12 and Section 10 of the NBR, Act, 103 of 1977 are triggered in this matter.

- 1) The state or condition of the property under Section 12, being a hazard to the health and safety of the public or property, or becoming dangerous to life or property and
- 2) The building becoming unsightly, objectionable or a nuisance to the occupiers of adjoining or neighbouring properties and may derogate from the value of adjoining or neighbouring properties under Section 10.

Conclusion:

The building has reached the end of a useful phase, and the most common reason for demolishing rather to sustain the building is safety as it has been left to stand for quite some time.

Trust that the above is in order and should you have any inquiries in this regard, please feel free to call me (023 492 0178)

Yours faithfully



A.W DANIELS
BUILDING CONTROL OFFICER

(27 January 2025)

(Photo profile attached)





**Notule: Special Council meeting
Minutes: Spesiale Raadsvergadering
12 November 2024**

**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.

**Notule: Special Council meeting
Minutes: Spesiale Raadsvergadering
12 November 2024**

- (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.*

WITZENBERG

MUNISIPALITEIT

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- MEMORANDUM -

AAN / TO : Municipal Manager

VAN / FROM : Chief Internal Audit Executive

DATUM / DATE : 30 January 2025

VERW. / REF : 5/14/4: Appointment of Performance, Risk and Audit Committee members

Dear Mr. Nasson,

Purpose

The Public Sector Audit Committee Forum (PSACF): Audit Committee Member Competency Framework section 2.3 Independence respectively states that:

Ensuring the appointment of members who exhibit an independence of mind in their deliberations: The integrity and independence of appointees should be carefully considered, and the independence of members should be assessed annually by the audit committee (with a more rigorous independence assessment performed for longer-standing members).

The Audit Committee Self-Assessment Tool as per the MFMA Municipal Audit Committee Toolkit states that ensure that any terms beyond six years (e.g. two three-year terms) have been subject to a rigorous independence review by the Council.

King IV defines independence as "the exercise of objective, unfettered judgement. When used as the measure by which to judge the appearance of independence, or to categorise a non-executive member of the governing body or its committees as independent, it means the absence of an interest, position, association or relationship which, when judged from the perspective of a reasonable and informed third party, is likely to influence unduly or cause bias in decision-making."

The municipality advertised for three positions during the 2024 year and is only able to fill one position due to lack of suitably qualified applications received. Hence the municipality will be left with two vacancies if Mr George's term is not extended. As this is a combined Performance, Risk and Audit Committee (PRAC), it is imperative that the committee is sufficiently staffed.

Mr George is a longstanding member as per the MFMA Municipal Audit Committee Toolkit and as such the purpose of this communication is to provide Council with a rigorous independence review for longstanding member Mr J George.

Deliberation

Independence of Audit Committee members

The distinguishing feature of an Audit Committee is its independence. An Audit Committee is independent of the activities of management and this independence assists in ensuring that an Audit Committee acts in an objective, impartial manner free from any conflict of interest or inherent bias or undue external influence.

Mr J George is classified as a longer standing member as he has served more than two terms, hence a rigorous independence assessment is required. There is no template of what constitutes a rigorous independence assessment, as such the Public Section Audit Committee Framework, The MFMA Municipal Audit Committee Toolkit and the King IV was consulted for their views of independence and the member was evaluated against that. Please refer below:

Indicators of Independence	Evaluation of Mr J George
1) No Material Connection to the municipality	Mr George is the director at Quantum Advisory (Pty) Ltd, prior to founding Quantum Advisory Services he served as a director at the accounting firm Grant Thornton. He previously worked at KPMG and SizweNtsaluba, therefore besides his appointment on the PRAC there is no other connection to Witzenberg Municipality.
2) Not part of the executive management	Mr George is in the full-time employment of Quantum Advisory, as per the approved organogram and the Witzenberg Municipality, Mr George does not form part of executive management.
3) Not involved in day-to day operations of the municipality	Mr George's responsibilities is limited to the PRAC Activities.
4) No financial interest within the municipality	Mr George's financial interest is linked to his duties of the PRAC, he is remunerated in line with the rates provided by National Treasury for preparation of the meetings and attendance of the meetings.
5) Absence of any conflict of interest or inherent bias	The following protocols is in place, at the beginning of each PRAC meeting members declare whether they have any conflict of interest issues. No conflict of interest has been identified for Mr George, not any indicators of inherent bias has been identified.

Based on the evaluation above, it is confirmed that Mr George is an independent external Chairperson who is able to perform his role unencumbered by any management responsibilities.

Mr George also exhibits independence of mind and do not act as a representative of a particular are of the municipality.

Recommendation


That the Mayco and Council:

- (a) Approves the appointment of Mr J George for a 1-year term.

Yours sincerely

Natasha Oerson
Chief Internal Audit Executive

Approval for item to be tabled to Council


.....

David Nason
Municipal Manager



LONG LIST

APPOINTMENT OF AUDIT, RISK AND PERFORMANCE COMMITTEE MEMBERS

JANUARY 2025

Witzenberg Municipality**LONG LIST****Applications for position – APPOINTMENT OF AUDIT, RISK AND PERFORMANCE COMMITTEE MEMBERS****REQUIREMENTS FOR POSITION:****Performance Management expert**

- Five years' management experience gained from the Performance Management environment.
- Experience in or knowledge of municipal performance management;
- Knowledge and experience of supply chain vendors performance management;
- Under graduate or post graduate qualification in performance management or human resource management.

Audit and Risk Management expert

- Five years' management experience gained from the Audit or Risk Management environment;
- Experience in or knowledge of Municipal Audit and or Risk Management environment;
- Under graduate or post graduate qualification in audit, risk management or financial management;
- Experience and knowledge of municipal finance management.

Witzenberg Municipality – Long list – **APPOINTMENT OF AUDIT, RISK AND PERFORMANCE COMMITTEE MEMBERS**

Nr.	SURNAME, NAMES, ID & DRIVER LICENSE	ADDRESS, CONTACT NUMBERS & E-MAIL ADDRESS	QUALIFICATIONS	CURRENT APPOINTMENT	EXPERIENCE
1.	Jan Daniel Neethling 5703095036087 Male	7 Breestreet Prince Alfred Hamlet 6835 084 588 2135	<ul style="list-style-type: none"> • I A H Diploma • Competency- University of Stellenbosch Business School • Grade 12 IMFO associate	Retired	Director: Finance at Prince Alfred Municipality- 01/09/2010- 28/02/2021 Town Manager at Central Karoo District Municipality- 01/06/1998- 31/08/2010 Head Accountant at Oudtshoorn Municipality 01/10/1993- 16/02/1996
2.	Adv. Nino Lee Hendricks 7908175161089 Male, Coloured Code 08	8 Constitution Street Caledon 7230 073 309 9901	<ul style="list-style-type: none"> • Bachelor of Laws (LLB) • Municipal Minimum Competency • Grade 12 Member of Legal Practice Council and South African Bar Association Various Short Courses on CV, of note Risk Management and ICT Courses	Chief Executive Officer, Managing Director and Legal Advisor at Nino Lee Hendricks and Associates January 2020- Present APAC: West Coast District Municipality	Administrative Officer: ICT and IT Manager at Theewaterskloof Municipality May 2007- December 2019 Technician, Technical Manager and Sales Manager at Benliekor May 2002- May 2007 Independent Consultant May 1998- May 2002
3.	Marsha Van der Poel 22 October 1988	17 Heron Avenue Van Riebeeckstrand 7441	<ul style="list-style-type: none"> • BCom Accounting • Post Graduate diploma in accounting sciences • SAICA ITC and SAICA APC Professional registration with SAICA as CA(SA)	Head: City Improvement Districts at City of Cape Town February 2024 - Present	Senior Professional Office at City of Cape Town 2019-2024 HOD: Cost and Management Accountant at Fine Chemicals January 2019- July 2019 Cost and Management Accountant at Atlantis Foods Holdings 2016-2018 Accountant at Stipiform Packaging 2015-2016 Senio Client Accountant at London Residential Management 1 March 2015- 31 October 2015 SAICA Articles at Norland's Inc 2012-2025

WITZENBERG

MUNISIPALITEIT UMASIPALA MUNICIPALITY

- MEMORANDUM -

AAN / TO : Municipal Manager

VAN / FROM : Chief Internal Audit Executive

DATUM / DATE : 06 February 2025

VERW. / REF : 5/14/4: Appointment of Performance, Risk and Audit Committee members

Dear Mr Nasson,

Purpose

MFMA section 166 (4) states that an audit committee must (a) consist of at least three persons with appropriate experience, of whom the majority may not be in the employ of the municipality and (b) must meet as often as required to perform its functions, but at least four times a year. MFMA section 166(5) states the members of an audit committee must be appointed by the council of the municipality.

The purpose of this communication is for the Mayco and Council to consider the appointment of 1 new PRAC member.

Deliberation

The municipality currently has two vacancies on its combined Performance, Risk and Audit Committee. The municipality advertised during the 2024 year to attract suitable candidates to apply for the position.

Three applications were received for these positions as listed in the long list attached to this memorandum.

Based on the requirements as listed in the advertisement, one candidate was found to be suitable to be appointed to the Performance, Risk and Audit Committee.

Appointment of new Members

The following applicant has the necessary knowledge and experience of municipal finance management, the applicant also has extensive experience in ICT environment which is a critical but scarce skills for an audit committee member.

The applicant is also currently serving on the Audit and Performance Committee of West Coast District Municipality.

Nr.	SURNAME, NAMES, ID & DRIVER LICENSE	ADDRESS, CONTACT NUMBERS & E-MAIL ADDRESS	QUALIFICATIONS	CURRENT APPOINTMENT	EXPERIENCE
1.	Adv. Nino Lee Hendricks 7908175161089 Male, Coloured Code 08	8 Constitution Street Caledon 7230 073 309 9901	<ul style="list-style-type: none"> • Bachelor of Laws (LLB) • Municipal Minimum Competency • Grade 12 <p>Member of Legal Practice Council and South African Bar Association</p> <p>Various Short Courses on CV, of note Risk Management and ICT Courses</p>	Chief Executive Officer, Managing Director and Legal Advisor at Nino Lee Hendricks and Associates January 2020- Present APAC: West Coast District Municipality	Administrative Officer: ICT and IT Manager at Theewaterskloof Municipality May 2007- December 2019 Technician, Technical Manager and Sales Manager at Benliekor May 2002- May 2007 Independent Consultant May 1998- May 2002

Recommendation

That the Mayco and Council:

(a) *approves the appointment of the following member:*

Adv. Nino Lee Hendricks

Yours Faithfully

Natasha Oerson
Chief Internal Audit Executive

For Consideration

.....
David Nasson
Municipal Manager

WITZENBERG

MUNISIPALITEIT

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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

SUPPLEMENTARY 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 need a place where they can prepare food and cook jam from. They 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 they 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 an interim arrangement, but it seems that the household struggles 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, preparation 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 multi-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 from 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

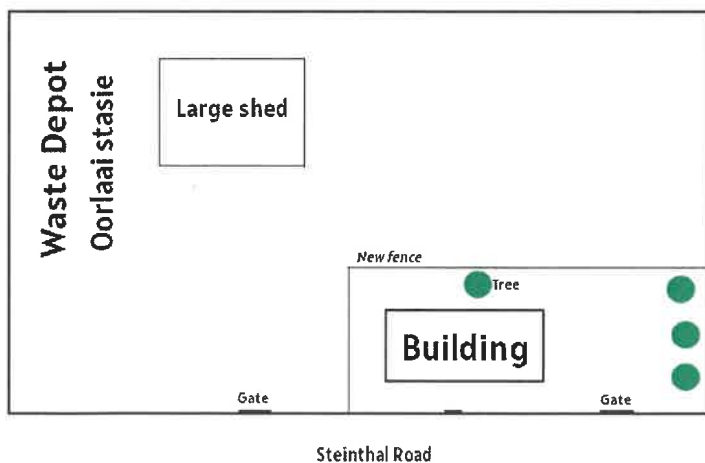


Photo 2



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	6012010079 083
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
	Not
2.4	Ek doen my sopkombuis al sedert die jaar
	Die het begin op Uitenhage Plaas toe huis
2.5	Ek maak kos en bedien soveel mense per dag
	2 jaar lank 40 kinders / hulp vd kinders 2 potte
2.6	Ek bedien kos op hierdie dae
	Dinsdae en Donderdae
2.7	Ek ontvang tans donasies van
	Rhodeswinkel? moet weer aansoek doen.
	Het groente self gekoop om by blokkies 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 voedselvoorberei higiënies te doen
- Om al my medemensse 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 medemensse te help, en nie vir eie gewin nie

Handtekening

Datum

M. Damon

7/7/24



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	Manho
Voornam	Yvonne
ID	66 08 25 0263088
Foonnommer	072 708 0509
Email	yvonnemanho@gmail.com
Straatadres	8 Esselen str.
	Tulbagh
2 Bestaande sopkombuis	
2.1	Ek het 'n ongeregistreerde sopkombuis
	Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander
	Wag nog
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
2.6	Ek bedien kos op hierdie dag
2.7	Ek ontvang tans donasies van
	Redel self
	Het geskryf aan Khedles maar niks gehoor nie
3 My sopkombuis adres	
	Vul allegs in indien dit verskil van jou persoonlike adres
	8 Esselen str.
	Adres
	Evvy help me!

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies 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 die gewin nie

Handtekening

Yvonne Manho

Datum

6/06/24



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	Maries
Voornaam	Cecelia (Marta)
ID	650201 0130 085
Foonnommer	086 775 1936
Email	
Straatadres	250 2de Laan Tulbagh.
2 Bestaande sopkombuis	
2.1	Ek het 'n ongeregisteerde sopkombuis
	Ja <input checked="" type="checkbox"/> Nee <input type="checkbox"/>
2.2	My sopkombuis is geregistreer NPO / NGO / Ander
	Ja <input type="checkbox"/> Nee <input type="checkbox"/>
2.3	Registrasie nommer
2.4	Ek doen my sopkombuis al sedert die jaar
	15 jaar lank. 1ste September in Tulbagh. Saam met Henie.
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
	Aghmael Out Landse BPO pm
	Urydae Spar - uitskot produkte Tulbagh se baas Kallie of gas vol. gek retse
3 My sopkombuis adres	
	Vul slegs in indien dit verskil van jou persoonlike adres
Adres	
	250 2de Laan.

* Afskeide se vorm

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies 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

Cecelia

Datum

7/7/24



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	SWARTS
Voornaam	JENNIFER
ID	700924032082
Foonnommer	0680617616
Email	
Straatadres	FISANTE STRAAT 22
2 Basiese 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
	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 tans donasies van
	GEEN
3 My sopkombuis adres	
Vul elogs 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 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

Swarts

Datum

05 Junie 2024



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting

Van	Kamfer	Liesie
Voornaam	Aletta	ng/er highhouse
ID	570421 0007 086	
Foonnommer	072 7345 176	WhatsApp Liesie
Email	—	
Straatadres	61 Lde laan (naby Liesie)	

2 Bestaande sopkombuis

2.1	Ek het 'n ongeregistreerde sopkombuis	<input checked="" type="radio"/> Ja	<input type="radio"/> Nee	Eagles Nest Feeding Scheme
2.2	My sopkombuis is geregistreer NPO / NGO / Ander	<input type="radio"/> Ja	<input checked="" type="radio"/> Nee	Wd graag bedien en help.
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		
2.7	Ek ontvang tans donasies van	Moanile Aghmad ingeskaat me.		

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 voedselvoorberei higiënies te doen
- Om al my medemense met respek te hanteer
- Om eerbaar op te tree met betrekking tot kosvoorsad 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

Datum

A Kamfer

9/6/24



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	Laurens
Voornaam	Daleen
ID	650824 0216 081
Foonnommer	063 077 5976
Email	—
Straatadres	18 Haigh str Tulbagh
2 Bestaande sopkombuis	
2.1	Ek het 'n ongeregistreerde sopkombuis
2.2	My sopkombuis is geregistreer NPO / NGO / Ander
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
2.6	Ek bedien kos op hierdie dae
2.7	Ek ontvang tans donasies van
3 My sopkombuis adres	

Handwritten notes and answers:

- 2.1: ☒ Ja ☐ Nee
- 2.2: NPO Eagles Nest Feeding Scene
- 2.3: NPO 222-026 NPO
- 2.4: 2017 - NPO 2019
- 2.5: 100 mense
- 2.6: Maandae en Woensdae
- 2.7: Het gekry by Spar / Rhodes
- 3: Vul slegs in indien dit verskil van jou persoonlike adres
- 3.1: Suster se huis → Helzabel str?

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënes 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

Datum

D. Laurens

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 Tulbagh
2 Bestaande sopkombuis	
2.1	Ek het 'n ongeregisteerde sopkombuis
	Ja Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander
	Ja Nee
2.3	Registrasie nommer
	114-249 NPO
2.4	Ek doen my sopkombuis al sedert die jaar
	2019 in Covid tyd 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
	Dinsdae
2.7	Ek ontvang tans donasies van
	Werk by Aghmad - Gebruik eie geld CWP Government gce - kry R900 pm.
3 My sopkombuis adres	
	Vul slegs in indien dit verskil van jou persoonlike adres
Adres	Soos bo.

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies 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

Datum

M. Marang

30/06/24



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	<input checked="" type="checkbox"/> Ja <input type="checkbox"/> Nee
2.2 My sopkombuis is geregistreer NPO / NGO / Ander	<input type="checkbox"/> Ja <input checked="" type="checkbox"/> 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 werkgegewer 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 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

EArnolds

Datum

4 Junie 2024



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	ADAMS
Voornaam	ANDRE MERVIN
ID	7102285285083
Foonnommer	0780136084
Email	andremervinadamso@gmail.com
Streetadres	HOLZAPHELSTRAAT 28
	TULBAGH 6820
2 Bestaande sopkombuis	
2.1	Ek het 'n ongeregistreerde sopkombuis
	Ja <input checked="" type="checkbox"/> X Nee <input type="checkbox"/>
2.2	My sopkombuis is geregistreer NPO / NGO / Ander
	Ja <input type="checkbox"/> Nee <input checked="" type="checkbox"/> 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
	MONDAG + 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 voedselvoorbereiding higiënies 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

André Adams

Datum

4 JUNE 2024



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike inligting	
Van	EMANUEL SOCIETY FOR THE AGED
Voornaam	ELSABÉ KLEIN
ID	5905270064087
Foonnommer	083 431 8014
Email	eklein1824@gmail.com
Straatadres	GERSTELAAN 32
	TULBAGH
2 Bestaande sopkombuis	
2.1	Ek het 'n ongeregisteerde sopkombuis
	Ja Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander
	078-393 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 tana donasies van
3 My sopkombuis adres	
	Vul slegs in indien dit verskil van jou persoonlike adres
Adres	RYS TULBAGH STRAAT

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënes 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

Datum


(Voorsitter)

2024.06.05



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	Schippers
Voornamen	Harri
Id	6401050141083
Voornamens	01-03-1981
E-pos	hansschippers@tiscali.co.za
Bewustheid	Kordansstraat 2
	Tulbagh
2 Bestaande sopkombuis	
2.1	Is hier 'n geregistreerde sopkombuis
	Ja <input checked="" type="checkbox"/> Nee <input type="checkbox"/>
2.2	My sopkombuis is geregistreer NPO / NKO / Ander
	Ja <input type="checkbox"/> Nee <input type="checkbox"/>
2.3	Registrasie nommer
2.4	Ek doen my sopkombuis al sedert die jaar
	<input checked="" type="checkbox"/>
2.5	Ek maak kos en bedien sowel mense per dag
2.6	Ek bedien kos op hierdie dae
2.7	Ek ontvang tans donasie van
	Donasie Maatskappij en Don
	Shades Food Shop
3	My sopkombuis adres
	Adres

3. Verklaring

Ek verklaar om die volgende streef na te volg:

- Om alle voedselveiligheids reëllesse te doen
- Om al my medemensse met respek te hanteer
- Om verskaf op te tree met betrekking tot voedselveiligheid wat aan my beskikbaar word
- Om verskaf en verantwoordelik op te tree met betrekking tot enige toerusting wat ek gebruik van Food4Good
- Om die veragtinge en reëls van Food4Good na te kom
- Ek is bereid by Food4Good as vrijwilliger om my medemensse te help, en nie vir eis gewel nie

Handtekening

Datum

Schippers

11 Jun 2024



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike inligting	
Van	MAY
Voornaam	Loan
ID	5812300727081
Foonnommer	0711214965
Email	loanmay2019@gmail.com
Stratadres	94 Uyfile Loan Tulbagh
2 Bestaande sopkombuis	
2.1 Ek het 'n ongeregistreerde sopkombuis	Ja Nee <input checked="" type="checkbox"/>
2.2 My sopkombuis is geregistreer NPO / NGO / Ander	Ja <input checked="" type="checkbox"/> Nee
2.3 Registrasie nommer	2019/486560/08
2.4 Ek doen my sopkombuis al sedert die jaar	Uit meer as twintig jaar
2.5 Ek maak kos en bedien soveel mense per dag	Twee hoeders -> Twee Uyfile
2.6 Ek bedien kos op hierdie dae	Maandae + Woensdag
2.7 Ek ontvang tans donasies van	Geen donasies behalwe can fruit, werk uit soek
3 My sopkombuis adres	
Vul slegs in indien dit verskil van jou persoonlike adres	
Adres	94 Uyfile Loan Tulbagh 6820

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies 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

Datum

L. May

6/6/2024



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	Hilander
Voornaam	Michelle
ID	8109270173082
Foonnommer	083 405 9783 (Francis)
Email	
Straatadres	14 Patrys str. Tulbagh
2 Bestaande sopkombuis	
2.1 Ek het 'n ongeregistreerde sopkombuis	Ja <input type="radio"/> Nee <input checked="" type="radio"/>
2.2 My sopkombuis is geregistreer NPO / NGO / Ander	Nut Ja <input type="radio"/> Nee <input type="radio"/>
2.3 Registrasie nommer	Slegs 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 maanse Skoollinders na skool en Kleintjies
2.6 Ek bedien kos op hierdie dae	Dinsdag en Venderdae
2.7 Ek ontvang tans donasies van	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 voedselvoorbereiding higiënies 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

Datum

8/6/24



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	Elizabeth Tuma
Voornaam	Liesie
ID	5908140139089
Foonnommer	078 1125 388
Email	—
Straatadres	103 1de Laan Tulbagh
2 Bestaande sopkombuis	
2.1	Ek het 'n ongeregisteerde sopkombuis
	Ja <input type="radio"/> Nee <input checked="" type="radio"/>
2.2	My sopkombuis is geregistreer NPO / NGO / Ander
	Ja <input type="radio"/> Nee <input checked="" type="radio"/>
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 dag
	Dinsdag of Woensdag
2.7	Ek ontvang tens donasies van
	CWP R900 pm
	Soms gee Aghmad of Manda
	Keop self die kos
3	My sopkombuis adres
	Vul slegs in indien dit verskil van jou persoonlike adres
	Adres
	Ons staan op die hoek van 1de of 5de Laan of 3de Laan
	Keen - geen kos

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies 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 'n gewin nie

Handtekening

E. Tuma

Datum

7/7/24



Aansoekvorm vir Lidmaatskap van Food4Good

1 Persoonlike Inligting	
Van	Jantjies
Voornaam	Mina
ID	7306270060084
Foonnommer	0722093431
Email	minajantjies56@gmail.com
Straatadres	8 Malherbe str. Kleinbegin Tulbagh.
2 Bestaande sokkombuis	
2.1	Ek het 'n ongeregisreerde sokkombuis
	Het aansoek gedoen.
	Ja Nee
2.2	My sokkombuis is geregisreer NPO / NGO / Ander
	Verwysingsnr.
	Ja Nee
2.3	Registrasie nommer
	* 2023/656360/08
2.4	Ek doen my sokkombuis 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
	Dinsdae en Donderdae
2.7	Ek ontvang tans donasies van
	Komitee Kleinbegin David Lintnaar Joey Daniels Muzica Pedro Brown Jabo Mina Fortuin Gavin Buttress.
Dak (Muni) het gegee.	
3 My sokkombuis adres	Vul slegs in indien dit verskil van jou persoonlike adres
8 Malherbe str.	Adres Kleinbegin Informal Settlement
Kleinbegin	KB 8 Tulbagh.

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies te doen
- Om al my medemensse 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 medemensse 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	7506080764086
Foonnommer	0760462080
Email	jmicia1315@gmail.com
Straatadres	34 Buiteland str. Tulbagh
2 Bestaande sopkombuis	
2.1	Ek het 'n ongeregisteerde sopkombuis
	<input checked="" type="checkbox"/> nee gereg. <input type="checkbox"/> Ja <input type="checkbox"/> Nee
2.2	My sopkombuis is geregistreer NPO / NGO / Ander
	<input type="checkbox"/> Ja <input type="checkbox"/> Nee
2.3	Registrasie nommer
	Nut
2.4	Ek doen my sopkombuis al sedert die jaar
	2019 Plaasmanse ing
2.5	Ek maak kos en bedien soveel mense per dag
	Maak self - Kerkmanse 170 (30/40)
2.6	Ek bedien kos op hierdie dag
	Saterdag oggende Vat 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	
Ry uit. Geen. Adres	Kerk adres 34 Buiteland

4. Verklaring

Ek onderneem om die volgende streng na te volg:

- Om alle voedselvoorberei higiënies 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

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
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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;

12.10.2 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.

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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
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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.

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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 addressed, 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

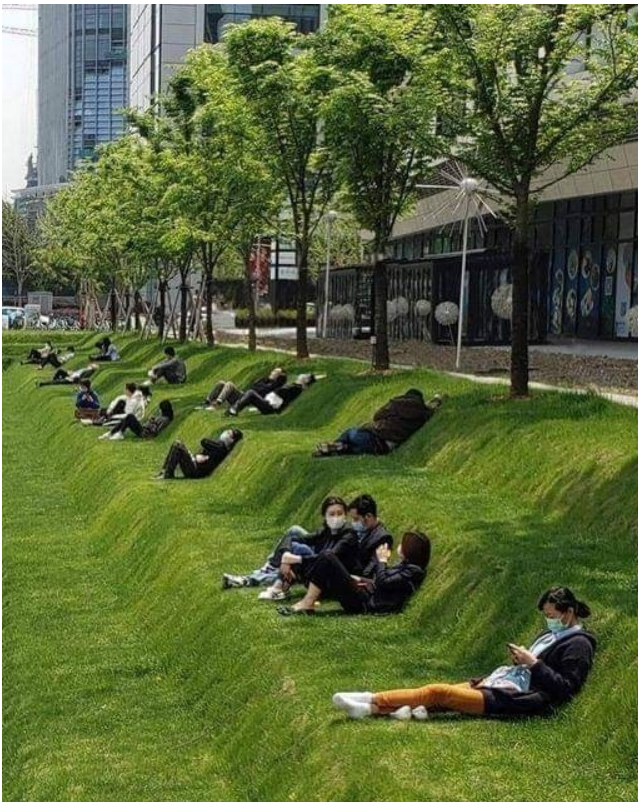


Rooftop urban garden, Regent Park, London, England



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:
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PROVINCIAL WORKING GROUP ON GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

13 FEBRUARY 2025

DDM/JDMA Implementation Review: Towards a SALGA Policy Position

Presentation was done by a Service Provider appointed by SALGA

Discussion:

DDM was designed for failed Municipalities.

No successful Municipality was approached to formulate this Model

DCF model is already successful

SALGA do not support the DDM

PROVINCE to be requested state the position of SALGA

Municipal Grading System

This matter to be referred to a Task Team consisting of members of this Working Group.

Cllr Carl Pophaim, MM O'Neal, Mayor Truter, Saldanha Bay Municipality and 2 members of the Central Karoo.

Remuneration of Senior Managers should also be discussed.

Information with regard to vacancies in Municipalities should be obtained

Should include grants when grading is done with regard to salaries for Senior Managers

Municipal Ward Delimitation Process

Presentation was done. Work in progress

Injury on Duty – Councillors

This matter to be referred to National SALGA

Councillors should also be included in the definition in order to provide benefits in the event of an injury on duty.

This matter should also be referred to the Speaker's Forum.

Intergovernmental Relations Framework Amendment Bill

Still awaiting proposals from Municipalities.

Traditional and Khoisan Leadership Bill

Period for proposals closed. Concern about the funding.

Western Cape Monitoring and Support of Municipalities Amendment Bill

Formal letter to the Standing Committee by SALGA after consultation with Municipalities

Report on Engagement with Speaker of Provincial Parliament

The Speaker committed to engage the chairpersons of standing committees to extend a standing invitation to SALGA

The Speaker will ensure that referrals to committees on legislation, specify that organized local government is notified of the legislation. The Office of the Speaker will develop a standard orientation programme for councilors, on the functioning of the legislature and the legislative process.

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