Munisipaliteit • U-Masipala • Municipality

OVERSTRAND

ANNUAL REPORT

Draft Audited
22 January 2019

We belong We care We serve

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List of Abbreviations

AG	Auditor-General
CAPEX	Capital Expenditure
CBP	Community Based Planning
CCDI	Cape Craft and Design Institute
CFO	Chief Financial Officer
CRO	Chief Risk Officer
CSI	Corporate Social Investment
DEADP	Department of Environmental Affairs and Development Planning
DoA	Department of Agriculture
DoHS	Department of Human Settlements
DRDLR	Department of Rural Development and Land Reform
DWS	Department of Water and Sanitation
ECD	Early Childhood Development
EDP's	Economic Development Practitioners
EE	Employment Equity
EPWP	Expanded Public Works Program
FSPU	Farmer Support Production Unit
GAMAP	Generally Accepted Municipal Accounting Practice
GDP	Gross Domestic Product
GRAP	Generally Recognised Accounting Practice
HR	Human Resources
IDP	Integrated Development Plan
IGR	Intergovernmental Relations
IFRS	International Financial Reporting Standards
IMFO	Institute for Municipal Finance Officers
IOD	Injury on Duty
IRDP	Integrated Residential Development Programme
JAPAC	Joint Audit and Performance Audit Committee
KPA	Key Performance Area
KPI	Key Performance Indicator
LED	Local Economic Development
LFA's	Local Football Associations
LUPA	Land Use Planning Act
MAYCO	Executive Mayoral Committee
MERO	Municipal Economic Review Outlook
MFMA	Municipal Finance Management Act (No. 56 of 2003)
MIG	Municipal Infrastructure Grant
MM	Municipal Manager
MMC	Member of Mayoral Committee
MSA	Municipal Systems Act (No. 32 of 2000)
MSCOA	Municipal Standard Chart of Accounts
MTREF	Medium Term Revenue Expenditure Framework
NEM:BA	National Environmental Management: Biodiversity Act
NGO	Non-governmental organisation
NT	National Treasury
OMAF	Overstrand Municipal Advisory Forum
OPEX	Operating expenditure
PMS	Performance Management System
PT	Provincial Treasury
SALGA	South African Local Government Organisation
SAMDI	South African Management Development Institute
SARS	South African Revenue Service
SCM	Supply Chain Management
SDBIP	Service Delivery and Budget Implementation Plan
SDF	Spatial Development Framework
SMME's	Small medium and micro enterprises
SPLUMA	Spatial Planning Land Use Management Act
STATS SA	Statistics South Africa
TRA	Temporary Relocation Area
UISP	Upgrading of Informal Settlement Programme
WfC	Working for Coast Programme
WfW	Working for Water Programme
WWTW	Waste Water Treatment Works

Chapter 1

Component A: Mayor's Foreword

Dear Stakeholder,

As the Executive Mayor of Overstrand Municipality, it is my honour and privilege to present the Annual Report, for the 2017/18 financial year.

This Annual report reflects Council's first year of delivery on the 5 year Integrated Development Plan (IDP) approved on 31 May 2017. This document therefor reflects the performance of our organization over the past financial year in attaining the strategic objectives set in the IDP. Consequently it is extremely valuable, as it helps stakeholders and leaders navigate through the obstacles and pitfalls of service delivery, in order to benchmark new standards of performance and set new goals for improvement.

a. Vision

The 2017/2021 IDP (new 5 year IDP cycle) and the budget for 2017/18 were approved by Council on 31 May 2017.

For the 2017/2021 IDP cycle our strategic direction was retained:

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

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

Our **five strategic objectives** were reaffirmed in the 2017/2021 IDP process (new 5 year IDP cycle).

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

b. Political changes

In reporting on the performance of the Municipality for the 2017/18 financial year, the leadership contribution of the late Executive Mayor – Ald. Rudolph Smith, who sadly passed away on 5 January 2018 – is herewith acknowledged. Following Ald. Smith's passing a new mayoral committee was elected in March 2018.

c. Key Policy Developments

In this reporting period our municipality continued to align its core service delivery strategy with the National Development Plan (NDP- 2030 vision) and the Provincial Strategic Plan (2014-2019).

d. Housing related protest action

For the Municipality and of course the wider community, including businesses, the housing related protest action in the Hermanus area between March – June 2018 has been challenging and have disrupted our attempts to provide services to all.

The emotional, economic as well as physical damage to our community and assets will remain. Damages to municipal infrastructure such as, but not limited to, the Hermanus Sewage Works, swimming pool buildings, various other buildings and roads, amount to approximately R40 million. The economy of our pristine area has suffered compounding to the strain that the down turn in the national economy placed on businesses in Hermanus. However, we are thankful that municipal service delivery to the affected areas has resumed.

My sincere appreciation to the Administration, Council, National and Provincial Government, the South African Police Services (SAPS), Public Order Police (POP) and the broader Overstrand community for your assistance and support in restoring order in the affected areas. A special word of thank you also to volunteers, business people and church groups in our community for what they have been doing to keep Hermanus functioning normally by offering assistance wherever it is needed.

The Municipality in partnership with other spheres of Government and the affected community are engaging to find lasting solutions to the dire and ever increasing housing need in the municipal area.

e. Key Service Delivery Improvements

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

- **Retained our clean audit**- I am proud to report that we have retained a clean audit for the 6th consecutive financial year. My sincere appreciation to all who have contributed to the Overstrand Municipality continuing its mandate of accountable governance, especially our dedicated administration team under leadership of the Municipal Manager. The Overstrand Municipality was awarded a clean audit, from the Auditor-General for 2012/13, 2013/14, 2014/15, 2015/16, 2016/17 and now 2017/18. This places Overstrand Municipality amongst the top 5% of local municipalities in South Africa to have received three or more consecutive clean audits.

- **Financial viability -** National Treasury ranked Overstrand Municipality 1st amongst the smaller municipalities in the Western Cape for its financial viability, May 2018.

- **Outstanding debtors recovered-** No regression in outstanding debtors recovered: 2017/2018: 99.64% recovered compared to (2016/2017: 99.44%).

- **Housing programme implementation**- During the 2017/18 financial year the following housing projects commenced:

  - Hawston IRDP project (378 top structures to be constructed): 90% of the installation of civil infrastructure has been completed. The installation of the remainder of the civil infrastructure and the construction of the top structures will continue in the 2018/19 financial year;

  - Site C2 Top Structures, Zwelihle UISP- Construction of 132 top structures commenced during September 2017;

  - Admin Site Top Structures, Zwelihle UISP – Construction of 39 top structures commenced during December 2017;

  - Blompark IRDP, Gansbaai - Installation of civil infrastructure commenced during November 2017;

  - Beverly Hills UISP Project, Gansbaai - In-situ upgrading of the informal settlement relating to the installation of civil infrastructure commenced during January 2018.

The Municipality received the Govan Mbeki Housing Award 2017 for runner up in the category 'Best Integrated Residential Development' for the Mount Pleasant Housing Project".

- **Water losses reduced** to 18.82% in 2017/18, compared to 21.32% in 2016/17.

- **Electricity losses reduced** to 5.12% for the 2017/18 financial year as opposed to the 7.37% in the preceding 2016/17 financial year. In terms of the average electricity losses of 14.5% within South Africa based upon Electricity Distribution entities, this is considered an excellent achievement.

- **Continued Blue Flag status** - The Overstrand Municipality was honoured once again to have Kleinmond, Hawston and Grotto beaches awarded with International Blue Flag status. Pilot status was also awarded to Castle Beach in Pearly Beach.

- **Special Day Care facility** - In partnership with a local NPO we established a special day care for children with disabilities. This is first such facility in the Overstrand.

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

- **Waste management award** – Overstrand Municipality has won the Waste Management Section of the Greenest Town Municipality for the 7th time in 9 years.

- **Water demand management award** - Overstrand won the Water Management and Conservation section of the Greenest Municipality completion for the 4th time in 5 years.

- **Innovation certificates** - Overstrand Municipality received Certificates of Outstanding Achievement for Innovation for the Rethink the Bag Project, and the Outsourcing of Overstrand Municipal Bulk Water and Waste Water Works.

- **Reseal/rehabilitation program** – 112 932 m² of roads were patched and resealed during the 2017/18 financial year. This actual performance exceeds the target of 100 000 m².

- **Expanded Public Works Programme (EPWP)** – Nine hundred and ninety four (994) temporary job opportunities were created through the EPWP. The target was 500 job opportunities. This is an improvement of the 828 achieved in 2016/17.

- **Rosenbauer Service Excellence Award 2017 -** This is the second consecutive year that our Fire, Rescue and Disaster Management received this award.

f. Public Participation

The ward committees and the Overstrand Municipal Advisory Forum (OMAF) are acknowledged as our official public participation structures.

During 3-26 April 2017 we held special public ward consultation meetings on the draft IDP and Budget for 2017/18.

g. Future Actions

Sustained service delivery

We will not compromise on the basic service delivery mandate to our communities, Overstrand is committed to deliver on our **vision "*To be centre of excellence for the community".*** The performance and achievements stated in this annual report are testament of our commitment to sustained service delivery. We will continue to apply sound financial management to ensure that we maintain a clean audit outcome.

h. Conclusion

Thank you to our residents, communities, ward committees, partnering organisations and stakeholders. Your participation and support during the 2017/18 financial year is highly regarded and sincerely appreciated. May we build on our strengths and collectively address the challenges in order for Overstrand municipality "*To be the centre of excellence for the community".*

In conclusion, I extend my sincere gratitude to the administration. It is only with the devoted efforts of our municipal staff that we were able to attain the performance accolades mentioned in this annual report.

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

DUDLEY COETZEE

EXECUTIVE MAYOR

Component B: Executive Summary

1.1 MUNICIPAL MANAGERS OVERVIEW

In reflecting on the 2017/18 financial year, I am pleased to report that the Overstrand Municipality has performed well in relation to service delivery, governance and financial management. The detailed information can be obtained in this annual report.

This Annual report signify Council's first year of delivery on the 5 year Integrated Development Plan (IDP) approved on 31 May 2017. Overall, the Municipality met 379 (85%) of a total number of 447 key performance indicators (KPIs) for the period 01 July 2017 – 30 June 2018. 60 (13.42%) of KPIs were almost met and 8 (1.8%) of the indicators were not met. The housing and land related protest actions in the 4th quarter of the 2017/18 year resulted in capital project delays and a temporary disruption of services to the affected areas. Normal service delivery to applicable areas has since resumed. The capital projects that could not be finalised due to the protest action were rolled to the 2018/19 financial year through an approved adjustments budget in August 2018. The Municipality is committed to continue rendering quality services to the benefit of our community. The Municipality is thankful for the support and co-operation from our IGR partners (National and Provincial Government), the South African Police Services (SAPS), Public Order Police (POP) and the broader Overstrand community. It is of utmost importance that sustainable solutions are found to the housing and land related needs.

Having said this, I am extremely proud of the clean audit status retained for the 6th consecutive year. My sincere appreciation to my management team, all our officials and Council for your dedication and team work to retain our clean audit status.

Financially the Municipality performed well during 2017/18. Though the financial health position of the Municipality can be assessed as good, sound financial management will remain, as in the past, a priority in the future. This is of utmost importance due to escalating service delivery needs from our community, concomitant with the impact the weak economic growth of the country has on our community's ability to pay for services. Our long term financial plan will once again guide the Municipality in practicing sound financial management with the limited financial resources at our disposal.

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

We remain committed to accountable and ethical governance with no tolerance towards corruption and/or fraud. Any indications of alleged misconduct against officials and councillors must be reported for investigation.

As this annual report reflects on Overstrand Municipality's performance and challenges for the 2017/18 financial year, I once again extend my sincere appreciation to the Council, The Executive Mayor and his Mayoral Committee, the Joint Audit and Performance Audit Committee, my management team and

all our officials for their dedication and contribution to deliver on our Vision " *To be a centre of excellence for the community".*

COENIE GROENEWALD

MUNICIPAL MANAGER

1.2 MUNICIPAL OVERVIEW

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

The 2017/18 Annual Report reflects on the performance of the Overstrand Municipality for the period 1 July 2017 to 30 June 2018. The Annual Report is prepared in terms of Section 121(1) of the Municipal Finance Management Act (MFMA), in terms of which the municipality must prepare an Annual Report for each financial year.

1.2.1 Vision and Mission

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

Vision:

"To be a centre of excellence for the community"

Mission:

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

1.3 MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

1.3.1 Population

The municipality's estimated population for 2017/18 is **95 482** based on the municipality's own projections.

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

2011/12	2013/14	2014/15	2015/16	2016/17	2017/18
80 432[1]	87 000[2]	90 000[2]	93 407[3]	93 407[3]	95 482[2]
Source: [1]Stats SA Census, 2011, [2] Overstrand own calculation [3]Stats SA Community Survey 2016					

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

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

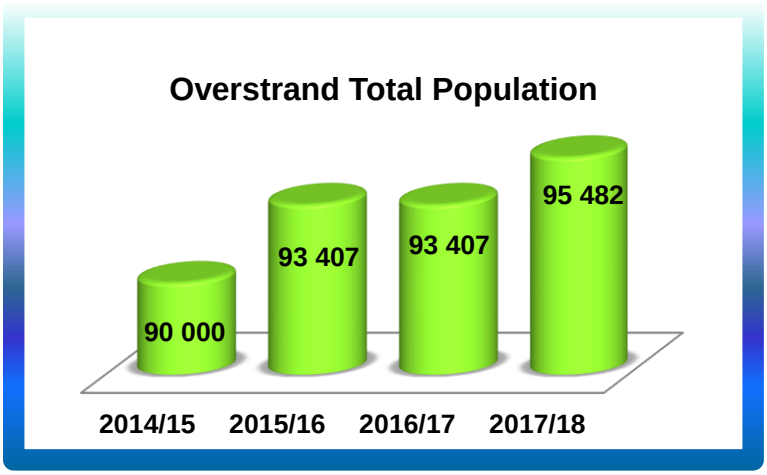


Figure 1: Total Population Growth

a) Population profile

Age	2015/16*			2016/17			2017/18*		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Age: 0-9	7083	7071	14154	7604	7684	15288	7773	7855	15628
Age: 10-14	2974	2948	5922	3643	3487	7130	3724	3564	7288
Age: 15-19	2856	3111	5967	3430	3801	7231	3506	3885	7392
Age: 20-24	3864	3724	7588	3608	3452	7060	3688	3529	7217
Age: 25-39	12673	11586	24259	11355	11334	22689	11607	11586	23193
Age: 40- 54	7457	7570	15026	8267	7228	15495	8451	7389	15839
Age: 55-69	5951	6842	12793	5289	5710	11000	5406	5837	11244

Age	2015/16*			2016/17			2017/18*		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Age: 70-84	3129	3685	6814	2928	3829	6756	2993	3914	6906
Age: 85+	310	632	942	129	629	758	132	643	775
Source: Overstrand's own projections for 2015/16 and 2017/18 based on 2011 Census									

Table 2: Population profile

1.3.2 Households

The total number of households within the municipal area increased from **33 240** in the 2016/2017 financial year to a total of **33 692** the 2017/2018 financial year. This indicates an **increase of 1.36%** in the total number of households within the municipal area over the two financial years (2016/17-2017/18).

Household	2014/15	2015/16	2016/17	2017/18
Number of households in municipal area	32 251	32 294	33 240	33 692
Number of indigent households in municipal area	6 923	7 512	7 418	7 385
Source: Overstrand financial system				

Table 3: Total number of households

The graph below shows that the total number of indigent households reduced from 7 418 households in 2016/17 to 7 385 households in the 2017/18 financial year. This indicates a reduction of .44% in the total number of indigent households within the municipal area over the two financial years (2016/17 – 2017/18).

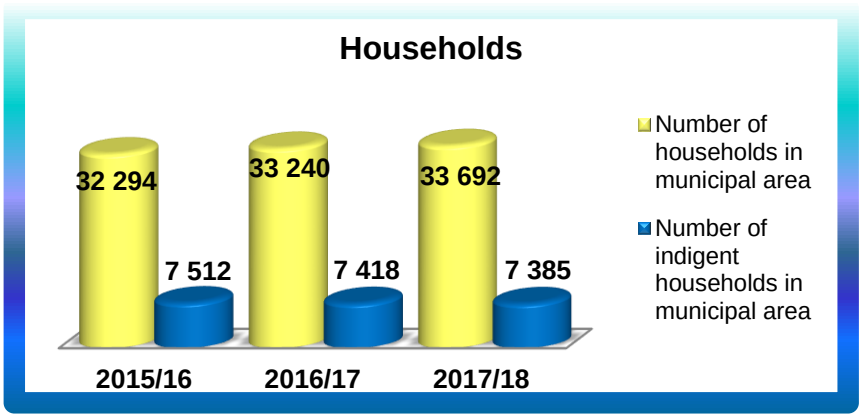


Figure 2: Total number of households

1.3.3 Socio-economic status

Financial year	Housing Backlog	Unemployment Rate	People older than 14 years illiterate	HIV/AIDS Prevalence	Urban/rural household split
2010/11	5 945	24.1%	15.5%	20.90%	91.2/8.8 %
2012/13*	6 412	23%	Not Available	Not Available	[1]93.4/6.6%
2013/14*	6 719	[1]23.3%	Not available	Not Available	[1]93.4/6.6%
2014/15	6 807	[1]23.3%	[1]12.5%	Not Available	*93.4/6.6%
2015/16	7038	*23.3%	*12.5%	Not Available	*93.4/6.6%
2016/17	7612	*23.3%	*12.5%	Not Available	*93.4/6.6%
2017/18	7814	23.3%	12.5%	4.57%	*93.4/6.6%

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

1.3.4 Geographic Information

a) Municipal Geographical Information

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

The municipality covers a land area of approximately 1708 km2 and **covers the areas of Hangklip/Kleinmond, Greater Hermanus, Stanford and Greater Gansbaai**. The municipal area has a coastline of approximately 200 km, stretching from Rooi Els in the west to Quinn Point in the east.

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

b) Wards

The municipality is structured into the following 13 wards:

Ward	Areas
1	Franskraal and Masakhane
2	Gansbaai, De Kelders, Kleinbaai and Blomplark
3	Hermanus and a portion of Westcliff

[1] Western Cape Government: Provincial Treasury. Socio-economic Profile: Overstrand Municipality 2014

Ward	Areas
4	Mount Pleasant, Hemel-en-Aarde Valley and a portion of Westcliff
5	Zwelihle South
6	Zwelihle North
7	Sandbaai
8	Hawston, Fisherhaven and Honingklip
9	Kleinmond, Mountain View and Palmiet
10	Betty's Bay, Pringle Bay, Rooi Els, Overhills and Proteadorp
11	Stanford, Baardskeerdersbos, Pearly Beach, Viljoenshof, Withoogte and Buffeljagsbaai
12	Zwelihle North-West
13	Onrus and Vermont

Table 5: Overstrand Wards

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

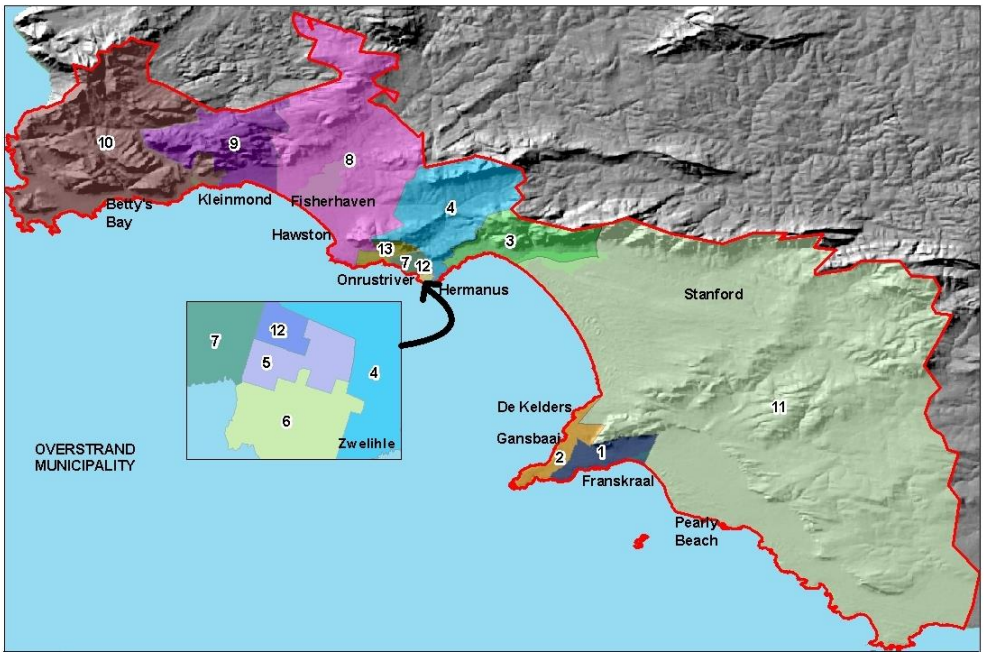


Figure 3: Overstrand area map

GANSBAAI

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

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

Gansbaai is the business and industrial centre of the Greater Gansbaai region. Fishing is the main commercial activity and marine based industry includes abalone farms and a fishery. The property development sector is expanding and the hospitality industry brings much needed revenue to the area.

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

KLEINMOND/HANGKLIP

The Kleinmond-Hangklip coastal area including of Rooi Els, Pringle Bay, Betty's Bay has the unique status of being situated in the Kogelberg Biosphere Reserve which was the first UNESCO designated biosphere reserve in South Africa. Biosphere reserves are tasked with being role-models of sustainability, demonstrating the balance between people and the environment to the benefit of both.

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

HERMANUS

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

Hermanus is situated between sweeping mountains and the sparkling Atlantic Ocean and is only a short scenic 1½ hours (140 km) drive from Cape Town. Tourism is a main contributor to the economy of Hermanus and businesses catering for the robust hospitality industry are plentiful. Visitors to the town can choose from over 100 accommodation options ranging from up market B&B's, guesthouses, luxury resorts and boutique hotels to budget priced self-catering and back-packer establishments. Hermanus is known as the **best land based whale watching**

destination in the world and from June through to December each year thousands of tourists visit our shores to marvel at the magnificent southern right whales as they splash and romp and nurture their new-born calves. Whale watching cruises depart from the New Harbour daily and flights to view the giants of the deep from the air are also very popular. The Hemel-en-Aarde Wine Route has become the 4th most popular wine route in South Africa in a short period.

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

The administrative head office of the municipality is also situated in the centre in Hermanus.

STANFORD

Stanford is a proud and elegant village built on the strong roots of farming. The surrounding valley, mountain slopes, wetlands and coastal belt make Stanford attractive to those looking for pristine outdoors, wholesome experiences but still the creature comforts of a wide range of tourist offerings. Stanford is also the only town on the Cape Whale Coast that does not lie on the coastline, but it is connected by the meandering Klein River and its estuary which has remained healthy and full right throughout the year. The rural atmosphere of the old village with its many historical features has been retained and preserved thanks to the foresight of the Stanford Conservation Trust and the Stanford Heritage Committee.

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

Stanford's economy is driven by tourism, wineries, commercial harvesting of fynbos, farming and smaller businesses which offer services to the community. The village has seen a boom in offerings inside and outside the town ranging from top-notch eateries and an innovative Stanford Wine Route, to a plethora of antique shops, gift shops and art shops, as well as a line-up of walking trails, rock art, river cruises, a unique orchid nursery and thriving Big Cat Sanctuary. All of this makes Stanford a popular weekend destination including wedding destination as there is a lot to keep guests busy.

c) Key Economic Activities

The main economic drivers in the municipal area are:

Key Economic Activities	Description
Tourism	The Overstrand Municipality is situated in close proximity to Cape Town International Airport. This is significant as more than 10 million international tourists arrived in South Africa yearly, with a steady annual increase. The Overstrand's geographic location only 120km from the city of Cape Town makes it accessible to tourists and locals alike. The municipality is a high capacity municipality with well-developed infrastructure that supports economic development and growth. Tourism activities are prominent to economic development as indicated in the huge growth in the services sector. The area boasts a host of tourist attractions, products and activities that contribute significantly to employment creation and GDP, making it a destination of choice to many. The Overstrand has the second largest economy contributing to the district GDP, second to the Theewaterskloof municipality. The Overstrand also hosts major aquaculture farms with huge export and employment potential. Home to the Kogelberg Biosphere, South Africa's first registered biosphere, is linked to the most scenic drive in the world - Clarens Drive. The region is renowned for the best land and boat whale watching in the country. Over the years through many creative and innovative efforts in collaboration with the private sector, the ever problematic and slow economic drive of the bane of seasonality has been a priority - thus ensuring that this area is developed as a yearlong destination. One of the towns within the Overstrand's geographical boundaries is Gansbaai. Gansbaai is known as the Great White Capital and famous for shark diving. The town was voted "Best Responsible Tourism Destination" in the world. Awards such as these add sustainably to tourism and give meaning to how it can serve the community. The municipality supports economic sectors and activities aligned to tourism, hence the substantial growth experienced in the Services and Retail Sectors. The municipality with its welcoming environment continues to focus on investment promotion along the lines of developing its tourism offering. Overstrand municipality is host to the most vibrant aqua-hub, producing quality products that compete with the best in the world. Aquaculture is by large the biggest employment creator and plays an important role in the management of the industry. An important role in the light of declining agricultural activities. Aquaculture developments have helped to mitigate job losses in the agriculture sector. Despite this, agriculture remains a strong sector in the District with the hedging and growing wine industry helping to shift the focus from a turbulent fishing industry that are struggling to cope with unconventional fishing quota allocations.

Key Economic Activities	Description
Aquaculture / Agriculture	The Aquaculture industry is one of the fastest growing industries in the area with well-established farms with the major players extending their farms to increase tonnage. The Overstrand is host to an Aqua hub with huge potential for established export market and one of the largest employers in the municipality. Significant focus has been given to the sector to ensure that jobs are maintained and that Overstrand remains the leader in exporting and growing the product. The Southern coastal line of the Overstrand produces the best quality product in the world and boosting export value and expansion of manufacturing which is key to employment creation. The thriving agriculture sector includes the ever growing wine industry and with the decline in the sector, the sector shed a significant number of jobs over the years.
Manufacturing	Manufacturing activities have grown moderately in the past year, given the sector's ability to contribute to employment creation in the area. The Overstrand has a thriving (light) manufacturing industry which bodes well with its ability to create jobs. Potential exist in the beneficiation of commodities for export and alignment of sectors to ensure product offering.
Finance, real estate and business services	The growth enjoyed in this sector signifies the attractiveness of the area to retirement and jobs demonstrated by the demographics (ages 15 – 64) working age being the majority of the population. The sector continues to grow the fastest contributing positively in countering job losses felt in the Agricultural sector and to skills development. It is the largest contributor in the GCPR of the municipality.
Secondary service industry	The demand for services will increase in line with the population growth and more importantly the attractiveness of the municipality as among the top ten South African municipalities to live in. This sector has had significant growth over the years due to demand in services, support and information to deal with growing development demands in line with the increasing population.

Table 6: Key economic activities

1.4 SERVICE DELIVERY OVERVIEW

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

a) Local Economic Development

During the 2017/18 financial year 994 temporary job opportunities were created through the Expanded Public Works programme (EPWP). This actual performance exceeded the target of 500.

In collaboration with the National Department of Transport and Public Works the Municipality hosted an Investment promotion summit with special focus on Small Harbours promoting the destination as a tourist area, aquaculture development and fishing with export potential.

b) Infrastructure

Housing

During the 2017/18 financial year the following housing projects commenced:

Sod-turning of the Hawston Housing project, 8.9.2017

- Hawston IRDP project (378 top structures to be constructed): 90% of the installation of civil infrastructure has been completed. The installation of the remainder of the civil infrastructure and construction of the top structures will continue in the 2018/19 financial year;
- Site C2 Top Structures, Zwelihle UISP- Construction of 132 top structures commenced during September 2017;
- Admin Site Top Structures, Zwelihle UISP – Construction of 39 top structures commenced during December 2017;
- Blompark IRDP, Gansbaai - Installation of civil infrastructure commenced during November 2017;
- Beverly Hills UISP Project, Gansbaai - In-situ upgrading of the informal settlement relating to the installation of civil infrastructure commenced during January 2018.

During the period under review the environmental authorisations were also obtained for the Masakhane UISP Project in Gansbaai and the Stanford IRDP Project.

Electricity

The municipality provided electricity to all formal households in Kleinmond, Hermanus, Sandbaai, Hawston, Stanford, Greater Gansbaai and Pearly Beach. The rest of the municipal area is supplied by ESKOM. The municipality is also rolling out electricity to households in informal areas in increments. During the year under review, the municipality supplied 238 Megawatt (MWh) of electrical energy to its consumers.

A set of Guidelines for Small Scale Embedded Generating (SSEG) within the Overstrand Distribution Area was approved and took effect on 1 July 2016. These Guidelines give consumers the opportunity to have a grid tied connection and feed all excess energy back into the municipal grid for which they are compensated at an approved annual tariff. During 2016/17 six consumers connected their

renewable energy system to the grid. 2017/18 saw another six customers connecting to the grid with various other applications in process.

Local planning and building control

The municipality provides full town planning and building control functions in its area. During the year under review, 256 town planning applications and 2 320 building plans were processed. This is a decrease from 274 town planning applications processed in 2016/17 and an increase from the 2 186 building plans processed in 2016/17.

Building plans to the total value of R1,82 4276 846,00 were approved during 2017/18. The Whale Coast Mall was the largest building completed in 2017/18 (31400 m2) and opened 2nd December 2017.

c) Community Services

Water

A water demand management strategy is in place as part of the municipality's Turn Around Strategy, with the focus to keep water demand under control and to decrease water losses. Water losses were reduced to 18.82% in 2017/18, compared to 21.32% in 2016/17.

Roads

112 932 m² of roads were patched and resealed during the 2017/18 financial year. This actual performance exceeds the target of 100 000 m².

Beaches

Three bathing beaches were again awarded International Blue Flag beach status, namely Kleinmond, Hawston, Grotto and Castle Beach in Pearly Beach was awarded Blue Flag Pilot status. The respective statuses were maintained for the duration of the blue flag season, from 1 December 2017 until 31 March 2018 for Grotto and 15 December 2017 to 15 January 2018 for Kleinmond, Hawston and Gansbaai. Amenities were maintained to Blue Flag requirements.

Blue Flag Launch 2017/18

1.4.1 Basic service delivery performance highlights

Highlight	Description
Water losses	Further reduced to 18.82% (excluding operational losses).
Green drop score	No Green Drop assessment was done by the Department of Water and Sanitation during 2017/18.
Refuse removal	Overstrand Municipality has won the Waste Management Section of the Greenest Town Municipality for the 7th time in 9 years.
Water Demand Management	Overstrand won the Water Management and Conservation section of the Greenest Municipality completion for the 4th time in 5 years. No "No Drop" assessment was done by the Department of Water and Sanitation during 2017/18.
Reseal/rehabilitation programme	A number of 112 932 m² roads were patched and resealed for the year. The target was 100,000 m².

Table 7: Basic Services Delivery Highlights

1.4.2 Basic service delivery challenges

Service Area	Challenge	Actions to address	Progress made in 207/18 to address challenge
Water & sewerage	Aging infrastructure	Increased maintenance and replacement of network and water meters	An amount of R2 988 245 was spent on the replacement of domestic water meters. 1455 meters were replaced.
All basic services	Vandalism	Educational programmes, increased security measures	Brass water meters and taps are replaced with plastic ones.
Stormwater	Stormwater infiltration into sewer networks	Public awareness and law enforcement	Building inspectors inspect properties for illegal storm water connections onto the on-site sewer installations.
Sewerage systems	High number of blockages	Repair/replace sections of pipelines. Preventative maintenance	Camera inspections in Hermanus CBD and cleaning of pipelines in Zwelihle.
Water	High water losses/ Aging infrastructure	Pressure management, awareness programmes, water meter replacement, leak detection.	1455 domestic water meters replaced. Audit of municipal consumers completed. Municipal consumption monitored monthly. Leak detection on bulk pipelines in Hangklip area completed. Water distribution zones in Hermanus verified.
Refuse	Illegal dumping	Improved law enforcement.	Law enforcement more visible.

Service Area	Challenge	Actions to address	Progress made in 207/18 to address challenge
Electricity	Theft of electricity (tampering), cables and vandalism	Theft and vandalism is a growing concern that amounts to great unforeseen expenses. It amounts to power outages and loss of income. Overstrand Municipality works with SAPS and local law enforcement agencies to address this problem. It is however a nation-wide concern that is somewhat uncontrollable.	The average electricity losses in the Overstrand Area are at 5.12% and include technical losses. This is achievable with the on-going project of auditing of electricity meters in the Overstrand area. The electrification of houses in the Overstrand area also ensures a very low rate of tampering and illegal connections. Theft and vandalism still occur in the Overstrand area and is addressed by working together with the police and law enforcement agencies.
Roads	Lack of sufficient funding to reduce backlogs	Increase reseal operational funding	Reseal (13km) and rehabilitation (874m) of roads contract completed to the value of R22 313 225
	Inadequate storm water net-work in certain neighbourhoods	Beyond municipality's control	Storm water projects is identified as a priority in the IDP
	Deterioration of gravel roads	Additional funding for re-gravelling and dust proofing programme	Dustproofing of 5km of gravel roads in Gansbaai, Pearly Beach and Betty's Bay.

Table 8: Basic Services Delivery Challenges

1.4.3 Proportion of Households with access to Basic services

Proportion of Households with minimum level of basic services					
Description	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**
Electricity service connections	79%	79%	82%	90%	86%
Water - available within 200 m from dwelling	100%	100%	100%	100%	100%
Sanitation - Households with at least VIP service	100%	100%	100%	100%	100%
Waste collection - kerbside collection once a week	100%	100%	100%	100%	100%

Table 9: Households with minimum level of Basic Services

According to the Municipality's own records (financial directorate) 30 613 households had access to formal housing in Overstrand in 2017/18. *(Note: This is the number of houses on the valuation roll and includes residential rate payers as well as pensioner rate payers).*

1.5 FINANCIAL HEALTH OVERVIEW

1.5.1 Financial Viability Highlights

Highlight	Description
Outstanding debtors recovered	Recovered 99.64%

Table 10: Financial Viability Highlights

1.5.2 Financial Challenges

Challenge	Action to address	Progress made in 2017/18 to address challenge
The main challenges for the municipality: o The on-going difficulties in the national and local economy and the subsequent risk of an increase in outstanding debtors	Applying Strict credit control measures	No regression in outstanding debtors recovered: 2017/2018: 99.64% (2016/2017: 99.44%) Procedures and mechanisms to collect all the monies due and payable to the Municipality arising out of the supply of services and annual levies, are enforced on a continuous basis
o Ever aging water, roads, sewage and electricity infrastructure	Prioritising of projects in terms of Revenue protection, Asset conservation and supply of basic services as a constitutional obligation Regular and planned maintenance	The capital budget is set aside for spending on infrastructure and services, such as roads, storm water, essential basic services and other utilities and services that Overstrand needs in order to function, grow and offer opportunities to its residents Capital Spend on projects increased: 2017/2018: R105,1m (2016/2017: R91,9m) Operational Budget spend on Repairs and Maintenance relates to an above inflation increase in spending: 2017/2018: R191,2m (2016/2017: R120,7m)
o Above inflation increases in salaries & wages and other core expenditure such as fuel, chemicals etc. vs inflation related tariff increases	Reviewing processes for operational efficiencies, reduction in non-core expenditure and monitor service level standards	Increases in own controlled operational expenditures have been kept below inflation, except where contractual obligations exists The outsourcing of the water and waste water treatment plants, in respect of operational efficiencies, has been implemented Adhere to cost containment measures.

Table 11: Financial Challenges

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

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

Description	Basis of calculation	2014/15	2015/16	2016/17	2017/18
		Audit outcome	Audit outcome	Audit outcome	Audit outcome
Cost Coverage	(Available cash + Investments)/monthly fixed operational expenditure	2.47	3.83	5.18	5.12
Total Outstanding Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	10.42%	10.43%	10.77%	10.55%
Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	16.97	17.71	18.99	19.79

Table 12: National KPI's for financial viability and management

1.5.4 Financial Overview

	Original budget	Adjustment Budget	Actual
	R'000		
Details			
Income			
Grants	161 528 389	202 658 160	185 516 105
Taxes, levies and tariffs	790 431 978	800 899 364	805 439 436
Other	89 096 340	117 523 950	159 329 523
Sub-total	1 041 056 707	1 121 081 474	1 150 285 064
Less expenditure	1 037 801 191	1 052 196 675	1 028 264 535
Nett surplus/ (deficit)	3 255 516	68 884 799	122 020 528

Table 13: Financial Overview

1.5.5 Total Capital Expenditure

Detail	2014/15	2015/16	2016/17	2017/18
	R'000	R'000	R'000	R'000
Original Budget	97 721	103 914	88 356	97 647
Adjustment Budget	122 785	103 386	86 266	116 620
Actual	108 490	95 133	82 906	105 207

Table 14: Total Capital expenditure

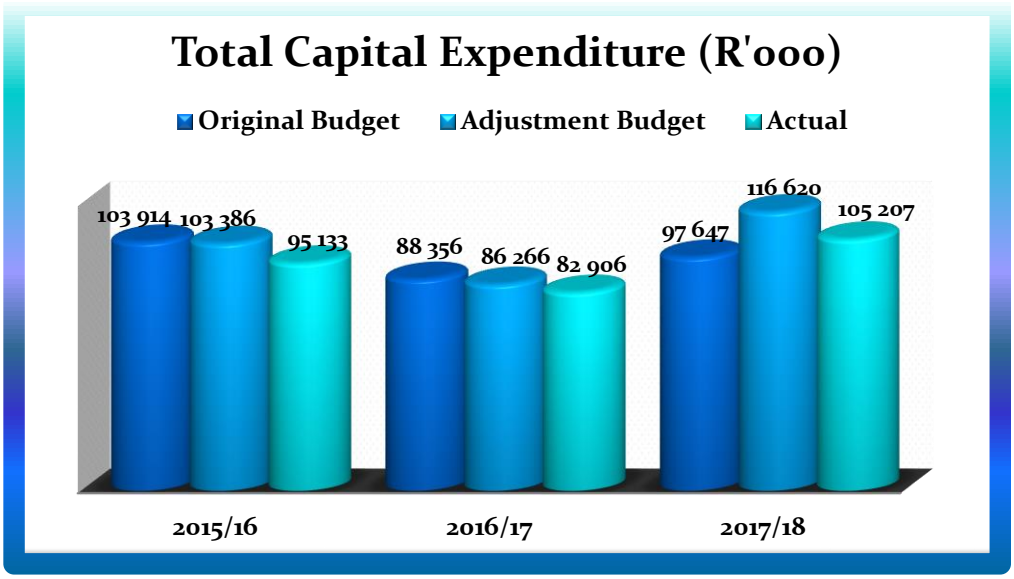


Figure 4: Total Capital Expenditure

1.6 ORGANISATIONAL DEVELOPMENT OVERVIEW

1.6.1 Municipal Transformation and Organisational Development Highlights

Highlights	Description
Wellness days	Wellness days were held for municipal employees on the following dates: 11/10/17 – 85 employees – Kleinmond 12/10/17 – 176 employees – Hermanus 13/10/17 – 70 employees - Gansbaai & Stanford In total 331 municipal employees attended the sessions. Services rendered at the Wellness days include the monitoring of: ○ Blood pressure, Blood sugar, Cholesterol, Body Mass Index (BMI), waist measurements and diet plans.

Highlights	Description
	○ WAG (Women Action Group) did HIV tests and Bierman Britz did eye screening tests. ○ Hananja Donald, a Dietician from Hermanus also arranged a team of Dietician students to give diet advice at all the Wellness Days. ○ Get logged Gym also attended in Hermanus and gave fitness advice. ○ CANSA also attended all the Wellness Days and Elnette du Toit, the manager of CANSA Hermanus, gave a very interesting talk in Hermanus about cancer. ○ There was a lucky draw to spoil the ladies. Dr. Frans Kruger, an Orthodontist from Hermanus, gave a talk about Oral Hygiene Instructions: How to avoid toothache and painful dental procedures and gave out free samples of toothpaste.
Training	Enrolled 13 learners for LGAC course. 11 Learners passed and 2 students must still right 2 unit standards in order to pass.
Performance Management	Provide monthly performance management training to new recruits and other staff members upon their request for training.
Electronic Time and Attendance	The Electronic Time & Attendance system is up and running and provide us with real time data. The Electronic Time & Attendance system is interfaced with the municipal salary system in order to make accurate payment of monthly salaries. The system was introduced to replace the paper base system currently used by the municipality.
Sound Labour Relations	The appointment of a Labour Relations Officer and Assistant Labour Relations Officer.

Table 15: Municipal Transformation and Organisational Development Highlights

1.6.2 Municipal Transformation and Organisational Development Challenges

Description	Actions to address
Hosting of Employee Wellness days:	90% of employees do not belong to medical aid funds. Medical aid funds do not want to sponsor non-medical aid members.
Performance Management: •Communication break-down between Managers and subordinates regarding performance appraisal. Also lack of feedback from managers to subordinates when evaluations are finalized. • Lack of responsibility of relevant managers to ensure that the evaluation documents are submitted by their subordinates. • Compliance rate is poor in certain directorates.	One-on-One discussions need to take place between managers and subordinates. Managers must ensure that the required performance management documentation is submitted timeously by familiarizing themselves with the due dates of the Performance Management Calendar. Managers must familiarize and keep to submission dates of the Performance Management Calendar in

Description	Actions to address
• Certain employees and managers are reluctant to change their attitude towards performance management, resulting in them refusing to sign-off the performance documents.	order to be compliant. Managers need to attend to communication from Human Resources regarding outstanding performance management documentation. Employees and managers need to acquaint themselves with the content of the Performance Management Framework Policy of the municipality in order to be compliant with the mentioned policy. Furthermore employees and managers must enquire from the Human Resources department in the event of uncertainties of queries regarding Performance Management.
Electronic Time and Attendance: There are still problems encountered with the clocking devices. Sometimes the devices do not connect to the server. Some reporting lines change automatically. Employees still queue at the clocking devices due to the slowness of devices.	ICT department need to address network/ server problem. ICT department need to address network problem.

Table 16: Municipal Transformation and Organisational Development Challenges

1.7 AUDITOR GENERAL REPORT

In 2005/06 Overstrand Municipality received an adverse opinion from the Auditor-General due to non-compliance with the Standards of Generally Recognised Accounting Practice (GRAP). The opinion received from the Auditor-General has been unqualified for the last twelve financial years, from 2006/07 to 2017/18 with the municipality receiving a clean audit for the last six financial years.

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

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

These measures were implemented with the goal of achieving effective corporate governance through accountability. The objective of these controls is to ensure that the Overstrand Municipality maintains and progressively improves its control environment in order to ensure that the strategic objectives assigned in terms of S217 of The Constitution, 1996 is achieved with the view of maintaining a clean administration and further enhancing service delivery through implementing the principles of Batho Pele and making a positive contribution to ensuring that the National Strategic Objectives are achieved.

Chapter 6 will provide details of the audit findings for the 2016/17 and 2017/18 financial years.

1.7.1 Audited Outcomes

Year	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
Status	Unqualified	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)

Table 17: Audit Outcomes

1.8 2017/2021 IDP/BUDGET PROCESS -

The table below provides details of the key deadlines for the 2017/2021 IDP (new 5 year IDP Cycle) / Budget process:

TIME SCHEDULE FOR THE 2017/18 IDP AND BUDGET PROCESS OF OVERSTRAND MUNICIPALITY

(NEW 5 YEAR IDP CYCLE FOR 2017/18- 2021/22)

Approved 31 August 2016

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
JULY-OCTOBER 2016				
PREPARATION PHASE				
District IDP Managers Forum (activity alignment) (Coordinated by ODM- IDP Manager)	Strategic Office			**11-July-16**
Table draft process plan & time schedule for Council notification	Strategic Office			**27-July-16**
Advertise draft process plan & time schedule for 2017/18 IDP & Budget for public comment	Strategic Office			**28-July-16**
Place joint advert: Election of new ward committees and public participation on draft process plan & time schedule for 2017/18 IDP & Budget	Director Community Services/ Strategic Office			**4-Aug-16**
Election of new ward committees & Public participation to solicit public comment on draft process plan & time schedule for 2017/18	Director Community Services/ Strategic Office			**15-18 Aug-16**
Table in Council the Final IDP Process Plan (new 5 year IDP cycle) and time schedule for 2017/18	Strategic Office / Budget Office			**End Aug 2016**
Collate Capital Projects on previous IDP wish list & current 3 year budget	Budget Office			**31-Aug-16**
Budget Office submits previous IDP wish lists to Snr Managers of the respective administrations for information and facilitation of ward based planning	Budget Office			**01-Sept-16**
Provincial IDP Managers Forum	Local/ Provincial alignment- 2nd Quarter Provincial engagement – Strategic Office			**1-2 Sept-16**
Submission of process plan & time schedule to ODM, the Provincial Government and National Government	Strategic Office/ Budget Office			**2-Sept-16**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
Induction of new ward committees (Directorate Community Services) & introduce ward based planning (WBP) concept	Director Community Services/ Strategic Office			**3 Sept-16**
Place public notice on final process plan and IDP/Budget time schedule approval	Strategic Office			**8-Sept-16**
Testing of Samras Budget Portal	Samras/Budget Office			**Sept-16**
ANALYSIS, STRATEGY AND PROJECT PHASES				
Continuation of ward based planning (WBP) by ward committees- Ward committees identify new wish list/ priorities/ ward specific (Sept ward committee cycle)	Snr Managers for the respective administrations			**12-15 Sept-16**
Snr Managers for the respective administrations submit draft Ward requests based on new wish list to Strategic Office and Budget office	Snr Managers for the respective administrations			**16-Sept-16**
Strategic office distribute draft ward requests to Directorates for their response by 30 Sept	Strategic Office			**19-Sept-16**
Strategic Office distribute directorates responses on draft ward needs to Snr Managers of the respective administrations for sharing at the October Public ward feedback meetings	Strategic Office/ Snr Managers for the respective administrations			**6-Oct-16**
Budget Office distributes current approved three year capital budget to directors and project managers to review existing projects on the two outer years and prioritise projects for the third outer year (2019/2020) (Excel format)	Budget Office			**03-Oct-16**
Snr Manager Revenue sends Tariff Lists to Directors for review	Snr Manager Revenue			**10-Oct-16**
Public ward feedback meetings- Ward committees share draft ward needs with community for input (outcome of WBP exercise) Ward committees prioritise their ward requests	Ward Committees/ Snr Managers for the respective administrations			**10-14-Oct-16**
Final testing and roll-out of Samras Budget Portal	Samras/Budget Office			**17-31-Oct-16**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
Mayoral Strategic session with Management and Councillors (Determine strategic direction for new 5 year IDP- Vision, Mission, Strategic goals)	Strategic Office			**19-25-Oct-16**
Budget Steering Committee Meeting - Direction on proposed Tariff increases & increases in Revenue , Expenditure and Capital & Ward Specific Allocations	Budget Steering Committee			**27-28-Oct-16**
Top Management Meeting with MM (Directors, Snr Managers for the respective administrations & Budget Office) to discuss budget proposals and budget affordability (**After BSC meeting)**	TMT/Budget Office			**27-28 Oct 16**
Senior Managers for the respective administrations receives directive from Budget Steering Committee (BSC) on draft ward requests (**After BSC meeting)**	TMT/Budget Office			**27-28 Oct 16**
Snr Managers for the respective administrations provide draft ward based plans (WBP's) to Strategic Office for inclusion in draft 5 year IDP	Snr Managers for the respective administrations/ Admin Officer-Community Services (A. Wyngaard)			**31-Oct-16**
Snr Managers for the respective administrations to submit prioritised ward requests to the Budget Office in Excel format	Snr Managers for the respective administrations/			**31-Oct-16**
Directors submit draft 3 year MTREF capital proposals of existing projects on the two outer years and prioritised projects for the third outer year (2019/2020) (Excel format)	Directors			**31-Oct-16**
INTEGRATION PHASE				
Budget office to issue directives to budget holders regarding the compilation of 2017/18 – 2019/20) OPEX Budget	Budget Office			**1-Nov-16**
Directors to submit Tariff proposals to Snr Manager Revenue	Directors			**1-Nov-16**
Directorates identify programmes/projects for the 5 year IDP based on the strategic goals set in the Mayoral strategic session of Oct 2016	Directors			**4-Nov-16**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
Budget Steering Committee Meeting - To discuss & review capital budget requests **(ROUND1)**	Budget Steering Committee			**7-9-Nov-16**
Workshop on Tariffs and Tariff Related Policies	Budget Office			**7-10-Nov-16**
Strategic Office consolidate feedback from Directors on projects/actions for new 5 year strategy	Strategic Office			**4-11-Nov-16**
Samras Budget Portal update with new IDP Strategic objectives/Focus Areas/Programmes	Samras/Strategic Office/Budget Office			**11-Nov-16**
Based on BSC directive, Ward Committees meet for finalisation of their ward projects	Snr Managers of the respective administrations			**14-18-Nov 16**
Training for all Budget Holders on the new Samras Budget Portal for OPEX and CAPEX Budgets (Project Based Approach)	All Budget Holders/Budget Office			**14-18-Nov-16**
Capturing of Opex & Capex budgets on the Budget Portal	**All budget Holders**			**14-Nov-16 to 2-Dec-16**
Snr Managers of the respective administrations submit final ward projects to Budget Office	Snr Managers of the respective administrations			**21-Nov-16**
Directors to submit New Post requests to HR & Salary Office	Directors			**23-Nov-16**
Managers to submit Final List of Overtime, Essential etc. to Salary Department	Managers			**23-Nov-16**
HR/Salary Office to submit requests for new staff/posts to the Budget Office	HR			**25-Nov-16**
Mayoral directional IDP/Budget Speech	Executive Mayor			**30-Nov-16**
Convene OMAF- Solicit stakeholders inputs on the draft new 5 year strategy (1st round consultation)	OMAF - Ward Com/Mayor/Councilors/ Directors /Managers			**30-Nov-16**
District IDP Managers Forum (Coordinated by ODM- IDP Manager) and District IDP Rep/PPCom Forum	Strategic Office			**Nov-16**
Budget Office to distribute Year-to-Date Opex & Capex performance for 2016-2017 for Mid-Year review proposals	Budget Office		**30-Nov-16**	

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
Provincial IDP Managers Forum	Local/ Provincial alignment- Quarter 3 Provincial engagement – Strategic Office			**1-2 Dec-16**
Closing date for the capturing of Opex & Capex budgets on the Budget Portal	**All budget Holders**			**2-Dec-16**
Snr Manager Revenue to submit Draft Tariff list and proposed Revenue to Budget Office	Snr Manager Revenue			**5-Dec-16**
Salary Office to submit draft three year salary budget & WCA estimates to Budget Office (Current staff establishment)	Salary Section			**5-Dec-16**
Asset Management to submit draft three year depreciation budget (Asset register 2016) to Budget Office	Asset Management			**5-Dec-16**
Costing Section must provide Draft Recharges/ Departmental charges to Budget Office	Costing Section			**5-Dec-16**
Cash management to submit draft three year Interest & Redemption (Loan register 2016) to Budget Office	Cash Management			**5-Dec-16**
Fleet Management to submit Draft Vehicle Budget: Fuel & Maintenance to Budget Office	Fleet Management			**5-Dec-16**
Accounting Services to submit provisions and operating leases estimates to budget office	Accounting Services			**5-Dec-16**
Directors return Mid-Year review requests to Budget Office	Directors		**7-Dec-16**	
Directors confirm budget position of information captured on the Budget Portal for their respective directorates	**Directors**			**7-Dec-16**
Budget Steering Committee Meeting - Mid Year Review (2016/2017 Budget): Consider proposals for adjustments budget (Capex & Opex) and Review **Draft Capex & Opex budget for 2017-2018 to 2019-2020** & finalisation of new posts	Budget Steering Committee		**9-12-Dec-16**	**9-12-Dec-16**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
Budget Office distributes the **Mid-Year Review (Capex & Opex) Changes** for final verification	Budget Office		**19-Dec-16**	
Budget Office distributes the status on the **Draft Capex & Opex budget for 2017-2018 to 2019-2020**	Budget Office			**19-Dec-16**
Compilation of Mid-Year Review Report (2016/17)	Budget Office/ Strategic Office		**16-19 Jan-17**	**15-18 Jan-18**
Statistical Information reports for New Budget Formats distributed to applicable Directors & Managers for completion	Budget Office			**20-Jan-17**
Submit Mid-Year Review (MYR) Report to Mayor	Budget Office/ Strategic Office		**25-Jan 17**	**25-Jan-18**
Table Mid-year Review (MYR) in Council	Budget Office/ Strategic Office		**27-Jan 17**	**26-Jan-18**
Budget Steering Committee Meeting - Final discussion of Tariffs & Final Adjustment Budget Review (2016/2017 Budget)	Budget Steering Committee		**30/31 Jan17**	**30/31 Jan-17**
Responsible officials confirm final salary, depreciation, departmental charges, interest & redemption, vehicle costs, provisions & op. leases budget information to the Budget Office	Salary Section Asset Management Costing Section Cash Management Fleet Management Accounting Services			**1-Feb-17**
Budget Office distributes **Draft Capex & Opex budget for 2017-2018 to 2019-2020** for BSC meeting	Budget Office			**7-Feb-17**
Snr Manager: Revenue submits Final revenue projections & Tariffs to Budget Office	Snr Manager Revenue			**7 Feb-17**
Review Budget Related Policies	Budget Committee/Councilors/			**1-7-Feb-17**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
	Directors/Managers			
Compile Adjustment Budget (2015/2016 Budget): NT Reports and working papers	Budget Office		**1-13 –Feb-17**	
Final Review of 2016/2017 Adjustment Budget documents	Budget Office		**14-15-Feb-17**	
Budget Steering Committee Meeting - To discuss final draft Opex, Capex and revenue projections	Budget Steering Committee			**13-16 Feb-17**
Provincial IDP Indaba 2 (Coordinated Dept LG- IDP Directorate)	Strategic Office/ MM/ Directors			**16 Feb-17- TBC**
Start with the compilation of Draft SDBIP (2017/18)	Strategic Office/ Directorates			**17-Feb-17**
Budget Office send Final list of new posts to Salary Department after discussion with BSC	Budget Office			**17-Feb-17**
Directors and Managers return final Statistical Information with final sign off by Directors to verify information submitted	Directors/Managers			**17-Feb-17**
Directors and Managers confirm final operational and capital budget proposals to Budget Office	Directors/Managers			**20 Feb 17**
Managers confirm final depreciation, salary budget and interest & redemption, Recharges/ Departmental charges to Budget Office	Relevant Managers			**20 Feb 17**
Snr Manager Revenue Dept. confirm Draft tariffs & Revenue Projections to Budget Office	Snr Manager: Revenue			**20 Feb 17**
Update & Balance DB4 System with 3yr Budget Info	Budget Office			**20-24 Feb-17**
Review Draft I/E and Capital Budget status	Budget Office			**23-24 Feb-17**
Compile Draft Cash Flow	Budget Office			**27-28 Feb-17**
Managers to submit Final Policies to CFO	Managers			**28-Feb-17**
Submit Electricity Tariffs to NERSA	Snr. Manager: Revenue			**28 Feb -17**
Managers to submit Activity/ Business Plans for Grants to Budget Office	Budget Holders			**28 Feb -17**
Budget Steering Committee Meeting – Review of final draft Opex, Capex & revenue budgets	Budget Steering Committee			**28 Feb -17**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
OMAF Meeting - 2nd round consultation on draft 5 year Strategy & preliminary budget proposals for 2017/18	OMAF - Ward Com/Mayor/Councilors/ Directors /Managers			**21-28-Feb-17**
Finalise the draft IDP 2017/22	Strategic Office			**1-17 Mar-17**
Finalisation of Draft Opex & Capex Budgets working papers	Budget Office			**01-15 Mar-17**
Update & Balance A Schedule and compile draft agenda item	Budget Office			**01-15 Mar-17**
Budget Office compile Draft Budget Report & Schedules	Budget Office			**01-15 Mar-17**
Budget Office send financial information to Strategic Office for Draft IDP review & SDBIP	Budget Office			**15-Mar-17**
Budget Office does Final Review of Draft Budget Report & Schedules	Budget Office			**16-17 Mar-17**
Printing & Binding of Draft Budget Report & Electronic Files	Budget Office			**20-22 Mar-17**
Budget Office distributes Draft Budget Report	Budget Office			**23 Mar-17**
Prepare advertisements for Draft IDP& Budgets for comments	Budget Office / Strategic Office			**28 Mar-17**
Draft IDP/Budget tabled in Council	**Budget Office / Strategic Office**			**29-Mar-17**
Submit Draft IDP/Budget files to Provincial Treasury after Council Meeting	**Budget Office / Strategic Office**			**29-Mar-17**
Place Draft Budget and IDP on website	**Budget Office / Strategic Office**			**30-Mar-17**
Advertise Draft IDP& Budget for public comment	**Budget Office / Strategic Office**			**30-Mar-17**
APRIL – MAY 2016				
CONSULTATION & APPROVAL PHASE				
Public Participation	Community			**3 April-2 May-17**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
Submission of Annual Draft Budget and IDP for representation to National Treasury and any other prescribed organs of state.	Budget Office / Strategic Office			**7-Apr-17**
Managers to submit Demand Management Plans to SCM	Budget Holders			**29-Apr-17**
LG MTEC3 Engagement	Provincial Treasury/ Municipal Delegation			**end April/ Mid-May-17**
Grant champions to submit Final Activity/ Business Plans for Grants to Budget Office	Grant Champions			**28-Apr-17**
Summarise all community feedback and distribute to the relevant stakeholders for consideration to be included in the Final Budget report	Budget Office			**3 May-17**
Budget Steering Committee Meeting - Consideration of Budget Comments (Review Budget comments to make decision on comments)	Budget Steering Committee			**4 May-17**
Budget Office updates final changes on financial system	Budget Office			**4-5 May -17**
Budget Office compile Final Budget Report and Schedules	Budget Office			**8-17 May-17**
Budget Office does Final Review of Budget Report & Schedules	Budget Office			**18 -19 May-17**
Printing , Binding and Electronic Media of Final Budget Report	Budget Office			**22-23 May -17**
Distribution of Final Budget Report	Budget Office			**24 May -17**
Approval of IDP and Budget by Council	**Budget Office / Strategic Office**			**31-May-17**
IMPLEMENTATION PHASE				
Place Final Budget documents on the website	Budget Office			**1 June-17**
Advertise Final Budget and Tariffs in the media	Budget Office			**1-June-17**
Submission of Final Budget and IDP to National and Provincial Treasury	**Budget Office / Strategic Office**			**7 June-17**
Municipal Manager submits SDBIP to Mayor	Municipal Manager			**7-June-17**
Submit Budget Related Appendix B reports to National and Provincial Treasury	Budget Office			**16 June-17**
Confirm/Capture Capital Budget on Financial System	Budget Office			**14-19 June-17**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
Compile Electronic Internal Budget Book	Budget Office			**19-27 June-17**
Publish a summary of Budget in Bulletin	Manager: Communications			**15-June-17 TBC**
Approval of SDBIP by Executive Mayor	Mayor			**23-June-17**
Finalise and approval of the performance agreements of the S54A and S56 appointees	Strategic Office/EM/MM			**23-June-17**
Advertise Property Rates Tariffs in Provincial Gazette	Senior Manager: Revenue			**23 June-17**
Place Internal Budget Book on Intranet and inform budget holders	Budget Office			**28-June-17**
Submit Budget Locking Certificate to National Treasury	Budget Office			**7-Jul-17**
REPORTING & REVIEW				
Monthly Budget Statement to Municipal Manager and Mayor	Budget Office		**Aug 16- Jul 17**	**Aug 17- Jul 18**
Quarterly reporting by Mayor to Council	Mayor		**Oct 16, Jan 17, Apr 17, Jul 17**	**Oct 17, Jan 18, Apr 18, Jul 18**
Table adjustments Budget	Budget Office		**22-Feb-17**	**28-Feb-18**
Finalise Roll over Projects (Final Amounts)	Budget Office		**5-Jul-17**	**4-Jul-18**
Table Adjustments Budget for approval of Roll over projects	Budget Office		**26-Jul-17**	**25-Jul-18**
Table in Council Draft unaudited Annual Report /AFS	Budget Office / Strategic Office	**31-Aug-16**	**30-Aug-17**	**29- Aug-18**
Submission of annual financial statements to AG	Accounting Services	**31-Aug-16**	**31-Aug-17**	**31-Aug-18**
Finalise the draft unaudited annual report for submission to AG	Strategic Office	**31-Aug-16**	**31-Aug17**	**31 Aug-18**
Submit Draft audited Annual Report to Council	Strategic Office	**27-Jan-17**	**31-Jan-18**	**30-Jan-19**
Submit Adjustments Budget (Overspending), if necessary	Budget Office	**27-Jan-17**	**31-Jan-18**	**30-Jan-19**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2015/16 FINANCIAL YEAR	Close off 2016/17 FINANCIAL YEAR	2017/18 BUDGET TIME FRAME
Finalise Annual Report Comments for Approval	Strategic Office	**Feb-March**	**Feb-March**	**Feb-March**
Approval of Annual Report	Strategic Office	**29-Mar-17**	**28-Mar-18**	**27-Mar-19**

Table 18: 2017/2021 IDP /Budget Process

Notes:

Opex: Operational Expenditure
Capex: Capital Expenditure

Chapter 2

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

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

2.1 NATIONAL KEY PERFORMANCE INDICATORS- GOOD GOVERNANCE AND PUBLIC PARTICIPATION

The following table indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and the Performance Management Regulations796 of 2001 and section 43 of the MSA. This key performance indicator is linked to the National Key Performance Area - Good Governance and Public Participation.

KPA & Indicators	Municipal Achievement	Municipal Achievement	Municipal Achievement	Municipal Achievement
	2014/15	2015/16	2016/17	2017/18
	Audited outcome	Audit outcome	Audit outcome	Audit outcome
The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan (After roll over projects)	88%	92%	96.11%	90.13%

Table 19: National KPI's - Good Governance and Public Participation Performance

2.2 PERFORMANCE HIGHLIGHTS - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Highlight	Description
Ward Committee functionality	Nine out of the thirteen Ward Committees held a number of 9 official Ward Committee meetings and the remaining Ward Committees held 8 official Ward Committee meetings due to the public unrest in the respective wards.

Highlight	Description
General Information Brochure for Ward Committees and Councillors	A 6 Pocket size booklet on the profiles of the six directorates with relevant and updated contact details of senior managers and key specialist municipal officials was compiled and distributed in January 2018.
Ward Operational Plans	Was also submitted by October 2017.
Special Public Ward Committee Meetings	Consultation meetings were held in all 13 wards regarding the Draft IDP and Budget in April/May 2017.
High attendance of regularly held meetings in accordance with a predetermined meeting cycle	Ward Committee, Portfolio, Mayoral and Council meetings are scheduled for a year in advance and a high attendance figure is achieved.

Table 20: Good Governance and Public Participation Performance Highlights

2.3 CHALLENGES - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Description	Progress made in 2017/18 to address
Ward Committee report-back to respective constituencies.	Building capacity with ward committee members to manage and report-back to constituencies.

Table 21: Good Governance and Public Participation Challenges

2.4 GOVERNANCE STRUCTURES

2.4.1 Political Governance Structure

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

Figure 5: Overstrand Municipality Council, 30.6.2018

* Ald. Michelle Sapepa and Cllr Benet Molefe absent from picture

a) Council

Below is a table that categorised the councillors within their specific political parties and wards for the **2017/18** financial year:

Council Members	Capacity	Political Party	Ward representing or proportional	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
				%	%
Rudolph Smith	Executive Mayor (Until Jan 2018) (passed on 5.1.2018)	DA	Proportional	100	-
Anton Coetsee	Speaker	DA	4	100	-
Dudley Coetzee	Deputy Executive Mayor (Until Jan 2018) Acting Executive Mayor (From Jan 2018 until Feb 2018) Executive Mayor (From Feb 2018)	DA	11	100	-
Frederick Africa	Councillor	DA	Proportional	91.00	100
David Botha	Councillor	DA	7	100	-
Nicolette Botha-Guthrie	Councillor	DA	Proportional	81.81	100

Council Members	Capacity	Political Party	Ward representing or proportional	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
				%	%
Kari Brice	Ward Councillor	DA	3	91.00	100
Grant Cohen	Ward Councillor	DA	9	100	-
Riana de Coning	Ward Councillor	DA	2	91.00	100
Elnora Gillion	Ward Councillor Deputy Executive Mayor (From Feb 2018)	DA	8	100	-
Siphiwo Kalolo	Councillor	ANC	Proportional	100	-
Juanita Kloppers-Lourens	Ward Councillor (Until Oct 2017)	DA	13	66.66	100
Jean Orban	Ward Councillor (From Feb 2018)	DA	13	100	-
Andrew Komani	Councillor	DA	Proportional	100	-
Fanie Krige	Ward Councillor	DA	10	100	-
Nomaxesibe Nqinata	Councillor	ANC	Proportional	72.72	100
Vuyani Macotha	Ward Councillor	ANC	12	91.00	100
Christine May	Councillor	DA	Proportional	100	-
Benet Molefe	Councillor	EFF	Proportional	81.81	50.00
Xolani Msweli	Ward Councillor	ANC	1	100	-
Lindile Ntsabo	Councillor	DA	Proportional	100	-
Moira Opperman	Councillor	DA	Proportional	100	-
Valerie Pungupungu	Ward Councillor	ANC	5	100	-
Charmaine Resandt	Councillor (From Mar 2018)	DA	Proportional	100	-
Ntombizinee Sapepa	Ward Councillor	ANC	6	91.00	100
Constancy Tafu-Nwonko	Councillor	ANC	Proportional	100	-
Simphiwe Tebele	Councillor	ANC	Proportional	100	-

Table 22: Council Meetings

b) Mayoral Committee

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

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

The name and portfolio of each Member of the Mayoral Committee is listed in the table below for the period 1 July 2017 to 30 June 2018:

Name of member	Capacity
Ald. R Smith	Executive Mayor (Until January 2018)
Ald. D Coetzee	Deputy Executive Mayor (Until January 2018) Executive Mayor (From February 2018) Chairperson of Finance (Until February 2018)
Cllr E Gillion	Deputy Executive Mayor (From February 2018) Chairperson of Protection Services (Until January 2018) Chairperson of Protection Services, Economic Development & Tourism (From February 2018)
Cllr D Botha	Chairperson of Infrastructure & Planning (Until February 2018)
Cllr K Brice	Chairperson of Infrastructure & Planning (From March 2018)
Cllr R de Coning	Chairperson of Management Services (Until February 2018) Chairperson of Finance (From March 2018)
Cllr A Komani	Chairperson of Community Services (Until February 2018) Chairperson of Management Services (From March 2018)
Cllr F Africa	Chairperson of Protection Services (Until January 2018) Chairperson of Community Services (From February 2018)

Table 23: Mayoral Committee Members

c) Portfolio Committees

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

The portfolio committees for the 2016/21 Mayoral term and their Chairpersons are as follow:

Committee	Chairperson	Section 79 or 80 Committee	Number of minutes submitted to council	Meeting Date
Portfolio Committee: Infrastructure and Planning	Kari Brice	80	9	22/08/17 19/09/17 17/10/17 21/11/17

Committee	Chairperson	Section 79 or 80 Committee	Number of minutes submitted to council	Meeting Date
				20/02/18 20/03/18 17/04/18 22/05/18 19/06/18
Portfolio Committee: Management Services	Andrew Komani	80	9	22/08/17 19/09/17 17/10/17 21/11/17 20/02/18 20/03/18 17/04/18 22/05/18 19/06/18
Portfolio Committee: Finance	Riana de Coning	80	9	22/08/17 19/09/17 17/10/17 21/11/17 20/02/18 20/03/18 17/04/18 22/05/18 19/06/18
Portfolio Committee: Protection Services, Economic Development & Tourism	Elnora Gillion	80	9	22/08/17 19/09/17 17/10/17 21/11/17 20/02/18 20/03/18 17/04/18 22/05/18 19/06/18
Portfolio Committee: Community Services	Frederick Africa	80	9	22/08/17 19/09/17 17/10/17 21/11/17 20/02/18 20/03/18 17/04/18 22/05/18 19/06/18
Oversight (MPAC)	Simphiwe Tebele	79	1	04/10/17 (Referred back to Administration) 08/03/18

Committee	Chairperson	Section 79 or 80 Committee	Number of minutes submitted to council	Meeting Date
				27/06/18 (To be submitted during next financial year)
Disciplinary Committee	Dudley Coetzee (Until Feb 2018) Nicolette Botha-Guthrie (From Feb 2018)	79	3	27/07/17 21/11/17 23/05/18

Table 24: Portfolio Committees

2.4.2 Administrative Governance Structure

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

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

Table 25: Administrative Governance Structure

COMPONENT B: INTERGOVERNMENTAL RELATIONS

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

2.5 INTERGOVERNMENTAL RELATIONS

2.5.1 Provincial Intergovernmental Structures

We participated at the following forums:

- Association of Municipal Electricity Utilities of South Africa (AMEU)

- Biodiversity Planning Forum
- Bot River Estuary Forum
- Chief Audit Executive (CAE) Forum
- Chief Risk Officer (CRO) Forum
- Coastal Setback Line
- Economic Development Planning Working Group
- Estuaries
- Iaia Conference For International Environmental Conservation
- ICT Managers Forum
- Klein River Estuary Forum
- Kogelberg Biosphere Reserve Company. Meetings concerning the co-ordination and development of sustainable conservation, social and economic programmes for the Kogelberg Biosphere Reserve;
- Legislative and Constitutional Task Team Forum
- LGSETA- Local Government Sector Education Training Authority
- Library Conditional Grant Forum/Seminar
- LUPA- Land Use Planning Ordinance
- MinMay (Provincial MEC for Local Government and Mayors)
- MinMay Tech (Municipal Managers)
- mSCOA Integrated Consultative (ICF) Forum
- OICG (Overberg Integrated Conservation Group)
- Onrus Estuary Forum
- Overberg Housing Forum
- Planning
- Premier's Coordinating Forum (PCF)
- Provincial Air Quality Forums
- Provincial District Forum for Community Development Workers
- Provincial IDP Managers Forum
- Provincial MIG Manager/Municipality
- Provincial Public Participation Forum and Communication Forum
- Provincial Shared Service Forum
- Provincial Social Housing Forum
- Provincial Spatial Development Framework Consultation Forum with respect to integrated provincial spatial development programmes;
- Provincial Strategic Objective 7 (Green Energy Forum)
- PSO 7 Land Use Planning WG
- Quarterly Local Government Supply Chain Management Forum – Western Cape Provincial Treasury
- SALGA (Working groups)
- SALGA: Human Resources Practitioners Forum
- SAMRAS User Group

- South African Local Government Association (SALGA)
- South African Revenue Protection Association (SARPA)
- SPLUMB- Spatial Planning and Land Use Management Bill
- The interaction between the Overstrand Municipality, the Department of Environmental Affairs and the appointment of an implementing agent to the Working for the Coast (WFTC) project is regarded as an example of effective intergovernmental relations.
- Thusong Service Centre Management
- Uilenkraalsmond Estuary Forum
- WC Kelp Harvesting Forum with respect to the future management of the kelp harvesting industry in the coastal zone of the Overstrand Municipality;
- WC Provincial Off-road Vehicle Task Team (ORV) with respect to the management of boat launching sites and the passage of vehicles in the coastal zone;
- Western Cape Municipal Managers Forum
- Western Cape Planning Heads Forum
- Western Cape Recycling Action Group
- Western Cape: Waste Management Officer's Forum
- Western Cape: Chief Financial Officers (CFO) Forum
- Western Cape: Local Government Medium Term Expenditure Committee (LG MTEC) 1
- Western Cape: Local Government Medium Term Expenditure Committee (LG MTEC) 2
- Western Cape: Local Government Medium Term Expenditure Committee (LG MTEC) 3
- Western Cape: mSCOA Technical Committee
- Western Cape: Municipal Accountants (MAF) Forum
- Western Cape: Municipal Accounting Working Committee
- Western Cape: Municipal Governance Review & Outlook (MGRO) 1
- Western Cape: Municipal Governance Review & Outlook (MGRO) 2
- Western Cape: Municipal Property Rates Act (MPRA) Focus Group
- Western Cape: Supply Chain Management (SCM) Forum

2.5.2 District Intergovernmental Structures

We participate at the following forums:

- An Overberg Electricity Forum has been created and is functioning well
- Biosphere Reserve Forum
- District Air Quality Forum
- District Coordinating Forum (DCF), Mayors and Municipal Managers in District
- District Coordinating Forum Tech (DCF Tech), Municipal Managers in the District
- District ICT Mangers Forum
- District Technical Committee (DTEC)
- District: LGSETA Forum
- Estuarine Management Forums

- Integrated Fire Management Forum (Kogelberg) with respect to the development of an Integrated Fire Management Plan for the Overstrand region
- Legislative and Constitutional Task Team Forum
- Municipal Coastal Committees
- Overberg Coastal Setback Line Forum
- Overberg District IDP Managers Forum
- Overberg District IDP/ Public Participation and Communication Forum
- Overberg District Planning Forum
- Overberg Integrated Conservation Group (OICG)
- Overberg Working for the Coast Project Advisory Committee
- Regional forum for waste managers
- SALGA e-Participation Initiative
- TASK District Coordinating Committee
- Western Cape Municipal Planning Heads Forum.

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

Section 16 of the Municipal Systems Act (MSA) refers specifically to the development of a culture of community participation within municipalities. It states that a municipality must develop a culture of municipal governance that complements formal representative government with a system of participatory governance. For this purpose it must encourage and create conditions for the local community to participate in the affairs of the community. Such participation is required in terms of:

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

The Municipality approved a Public Participation Policy in September 2016.

2.6.1 Public Meetings

Nature and purpose of meeting	Date of events	Number of Participating Municipal Councillors	Number of Participating Municipal Administrators	Number of Community members attending	Dates and manner of feedback given to community
Overstrand Municipal Advisory Forum (OMAF)	20 February 2018	18	16	42	Ward Committees
Ward Committees	5 committee meetings held in each ward	1 - 2 per ward	2 – 4 per ward	2 - 10	Ward Committees

Nature and purpose of meeting	Date of events	Number of Participating Municipal Councillors	Number of Participating Municipal Administrators	Number of Community members attending	Dates and manner of feedback given to community
Wards 3, 4 5, 6, 7, 8, 12 & 13					
Public Ward Meetings Wards 3, 4 5, 6, 7, 8, 12 & 13	4 meetings held in each ward – one per quarter	1 - 2 per ward	2 - 4 per ward	Varies between ±3 - 130	Important issues as well as consultation regarding the IDP and Budget
Hawston Sport Committee	Arranged as per request/need	2-3	1 – Manager: Sport	8-12	Via Ward Committee
Social Compact (Housing)	Arranged as per request/need	2-3	2 -3 Housing Officials	8-12	Weekdays (after Hours)
Ward Committees Wards 9 & 10	Monthly meetings held in each ward	2	3	Varies from 1-5	Ward Committees
Public Ward Meetings Wards 9 & 10	4 meetings held in each ward – one per quarter	Ward Councillor	3	Varies from 8 - 30	Important issues as well as consultation regarding the budget
Quarterly/Monthly Feedback Meeting – Ward 1	07/02/2017	3	4	29	
	04/04/2017	4	4	110	Ward Committees
	13/09/2017	4	4	85	Ward Committees
	14/11/2017	2	3	5	Ward Committees
	14/02/2018	3	3	28	Ward Committees
	11/04/2018	No meetings due to unrest			
Quarterly/Monthly Feedback Meeting – Ward 2	08/02/2017	2	4	22	Ward Committees
	06/04/2017	6	3	17	Ward Committees
	12/09/2017	2	3	25	Ward Committees
	16/11/2017	1	3	7	Ward Committees
	13/02/2018	2	3	0	Ward Committees
	10/04/2018	2	3	21	Ward Committees
Quarterly/Monthly Feedback Meeting – Ward 11	09/02/2017	1	5	123	Ward Committees
	18/04/2018	1	4	34	Ward Committees
	14/09/2017	1	4	5	Ward Committees
	14/11/2017	1	4	39	Ward Committees
	15/02/2018	1	5	0	Ward Committees
	17/04/2018	1	3	0	Ward Committees

Table 26: Public Meetings

2.6.2 WARD COMMITTEES

The ward committees support the Ward Councillor who receives reports on development, participate in development planning processes, and facilitate wider community participation. To this end, the municipality constantly strives to ensure that all ward committees function optimally with community information provision; convening of meetings; ward planning; service delivery; IDP formulation and performance feedback to communities.

During August 2016 the election of the new generation of ward committees were successfully concluded. The Ward Committee Rules for Overstrand Municipality were revised by Council in May 2016. In terms of the revised Rules, a Ward Committee consists of representatives from organisations, sectors/or geographical blocks (areas) in the ward.

a) Ward 1: Franskraal and Masakhane

Name of representative	Capacity representing	Dates of meetings held during the year
ZWELANDILE DUNA	MASAKHANE STREET COMMITTEE ASSOCIATION	16 AUGUST 2017 13 SEPTEMBER 2017 11 OCTOBER 2017 15 OCTOBER 2017 14 FEBRUARY 2018 14 MARCH 2018 11 APRIL 2018 (Meeting was scheduled but could not be held due to the civil unrest in Masakhane) 16 MAY 2018 13 JUNE 2018
MS PALMA CESARA (secundi) PIET VAN ZYL	FRANSKRAAL RATEPAYERS ASSOCIATION	
ANDRE WAGENER (secundi) WILLEM JACOBUS VAN DER MERWE	FRANSKRAAL BUURTWAG	
ARCHIBALD CHAMBERS (secundi) KRISTOFFEL HERMANUS JOOSTE	FRANSKRAAL BOWLS CLUB	
DORAH SIDUKO (secundi) THEMBILE GWELE	MASAKHANE RESIDENTS ASSOCIATION	
ELIAS ZIHALELE MSOPI (secundi) MLUNGISELELI KHELEMBA	CATA	
MTHUTHUZELI FOTO (secundi) ANDREA MZINGELI	MASAKHANE COUNCIL OF CHURCES	
NOXOLO ANDRIEKAMBANYARHU MANELI (secundi) NOZUKILE ALICIA	MASAKHANE TRADITIONAL LEADERS	
SIYABONGA MJOKWENI (secundi) NOMAKAWEZI KHONA	MASAKHANE YOUTH ORGANISATION	
PHUMLA MARGARET YAWA (secundi) TEMBILE GWELE	MASAKHANE BUSINESS FORUM	

Table 27: Ward 1 Committee Meetings

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

Name of representative	Capacity representing	Dates of meetings held during the year
FRANCIA VAN DYK	KLEINBAAI SEE-EN-TEE KRING	15 AUGUST 2017 12 SEPTEMBER 2017 10 OCTOBER 2017 14 NOVEMBER 2017 13 FEBRUARY 2018 13 MARCH 2018 10 APRIL 2018 15 MAY 2018 12 JUNE 2018
RODNEY MICHAEL DU PLESSIS	DE KELDERS PERLEMOENBAAI RATE PAYERS ASSOCIATION	
SAMUEL NORMAN SAULS	GANSBAAI DAY CARE FOR CHILDREN	
MARTHINUS DOMENICO NAUDE (secundi) IVY VAN HUYSSTEEN	GANSBAAI RATE PAYERS ASSOCIATION	
GLENDA SHARON KITLEY (secundi) CARON LEE	GANSBAAI TOURISM	
LUCILLE BARBARA MANGIAGALLI (secundi) GUISEPPE MANGIAGALLI	GANSBAAI COMMUNITY POLICE FORUM	
JULIA LILY BARLOW (secundi) DIRK BUCHLER	GANSBAAI BUSINESS CHAMBER	
OCKERT CORNELIUS VILJOEN (secundi) GEORGE LEZER OTTO	OVERBERG LYNVIS VERENIGING	
HERMANUS JOHANNES VAN DYK (secundi) HENDRIK JOHANNES JOSUA RITTER	GANSBAAI MARINE EMPOWERMENT TRUST	
WILHELM JOHANNES WIESE (secundi) HENDRIK BOSMAN	KLEINBAAI RATE PAYERS ASSOCIATION	

Table 28: Ward 2 Committee Meetings

c) Ward 3: Hermanus and a portion of Westcliff

Name of representative	Capacity representing	Dates of meetings held during the year
LINDA LOUISE GRIFFITHS (secundi) MARY-ANN VERSTER	HERMANUS BOTANICAL SOCIETY (BOTSOC)	16 AUGUST 2017 13 SEPTEMBER 2017 11 OCTOBER 2017 15 NOVEMBER 2017 14 FEBRUARY 2018 14 MARCH 2018 11 APRIL 2018 16 MAY 2018 13 JUNE 2018
DAVID BRUCE BEATTIE (secundi) ANINA LEE	CLIFF PATH MANAGEMENT GROUP	
ROBERT ALLEN STANWAY (secundi) SETH CHARLES ANDERSON	HERMANUS RATEPAYERS ASSOCIATION	
DEREK WILLIAM DUCKITT (secundi) PIERRE DE VILLIERS	HERMANUS ASTROMONY CENTRE	
QUENTIN FRANK MITCHELL (secundi) PAM HERD	HERMANUS TOURISM BUREAU	
SETH CHARLES ANDERSON	HERMANUS BUSINESS CHAMBER	
MACHIEL ADRIAAN DE KLERK (secundi) ANTHONY JOHN O'HAGEN	HERMANUS SPORTS CLUB	
ROGER VERNON FAULKENER SMITH	HERMANUS PUBLIC PROTECTION (HPP)	

Name of representative	Capacity representing	Dates of meetings held during the year
(secundi) HENDRIK WILLEM NIEMAND		
HILARY CARO (secundi) BOBBY LOXTON	VILLIAGE SQUARE TENANTS	
JACOBUS ADRIAN WYNAND LOUW (secundi) HENNING VILJOEN	MEDIATION @ WORK	

Table 29: Ward 3 Committee Meetings

d) Ward 4: Mount Pleasant, Hemel-en-Aarde Valley and a portion of Westcliff

Name of representative	Capacity representing	Dates of meetings held during the year
JAN DANIEL CILLIERS (secundi) PAMELA NEL	WESTCLIFF RESIDENTS ASSOCIATION	14 AUGUST 2017 11 SEPTEMBER 2017 9 OCTOBER 2017 13 NOVEMBER 2017 12 FEBRUARY 2018 12 MARCH 2018 9 APRIL 2018 14 MAY 2018 11 JUNE 2018
MARIA MAGDELENA PIETERSE (secundi) NEVILLE HENN	MOUNT PLEASANT SEA HARVESTING CO-OP	
WILLEM THOMPSON (secundi) JOELINE THOMPSON	MOUNT PLEASANT BUURTWAG	
FLORENCE CUPIDO (secundi) WILLIAM SIMES	COMMUNITY GOSPEL OUTREACH	
PATRICIA CHARMAINE JACOBS	ATLANTICS RUBY CLUB	
LIZETTE SHERENE SPANDIEL (secundi) JANICE FARO	MOUNT PLEASANT DAMES KLUB	
TREVOR TITUS (secundi) CARMENT TITUS	HEALTH AND WELFARE MOUNT PLEASANT	
D WILDSCHUT	MOUNT PLEASANT BUSINESS CENTRE	
ANDRE VILJOEN	HUIS LETTIE THERON (BADISA)	
RONALD NUTT (secundi) ANTHONY DAVID STENEVELD	ANOINTED COMISSION OF CHRIST MINISTRIES	

Table 30: Ward 4 Committee Meetings

e) Ward 5: Zwelihle South

Name of representative	Capacity representing	Dates of meetings held during the year
MONICA TYASI (secundi) ANDISA MSUTWANA	COMMUNITY SAFETY	16 AUGUST 2017 13 SEPTEMBER 2017 11 OCTOBER 2017 15 NOVEMBER 2017 14 FEBRUARY 2018 14 MARCH 2018
NOLUSINDISO PORTIA MJIJWA (secundi) LUCY MBULA	ASAZANI INFORMAL SETTLEMENT	
FUZILE SILETYANA (secundi) MARC MAKHWENKWANDILE NOQWANE	TRANSIT CAMP INFORMAL SETTLEMENT	

Name of representative	Capacity representing	Dates of meetings held during the year
MORRIS THUKWAYO (secundi) TABITA QUSHWANA **(DISMISSED)**	YOUTH DEVELOPMENT ORGANISATION	11 APRIL 2018 (Meeting was scheduled but could not be held due to the civil unrest in Zwelihle) 16 MAY 2018 13 JUNE 2018
BENJAMIN NDOKO (secundi) MONGEZI MBANDCNI	OVERSTRAND BUSINESS FORUM	
MASIBULELE SHEPSTONE JIMLONGO (secundi) THULANI OSCAR NTOYAKHE	OVERSTRAND YOUTH DEVELOPMENT FORUM	
MZIWAMAKHOSI WISEMAN YIKO	HERMANUS RAINBOW TRUST	
MODISE THABISO PONOANE (secundi) SICELO GXAMESI **(DISMISSED)**	ZWELIHLE SOCCER LEGENDS	
SIMPHIWE NGQOYIYANA (secundi) BONGANI VIKI	QHAYIYA SENIOR SECONDARY SCHOOL	
NTOMBIZANELE JIMLONGO (secundi) SIYABONGA VONCO	BASADI WOMENS GROUP	

Table 31: Ward 5 Committee Meetings

f) Ward 6: Zwelihle North

Name of representative	Capacity representing	Dates of meetings held during the year
SYNTHIA NOKUZOLA MCINJANA (secundi) BABA PRICILLA KAMANA	SIYAZAMA OLD AGE CENTER	15 AUGUST 2017 12 SEPTEMBER 2017 10 OCTOBER 2017 14 NOVEMBER 2017 13 FEBRUARY 2018 13 MARCH 2018 10 APRIL 2018 (Meeting was scheduled but could not be held due to the civil unrest in Zwelihle) 15 MAY 2018 12 JUNE 2018
NTOMBEKHAYO SINOKO	MANDELA SQUARE INFORMAL SETTLEMENT	
VUSUMZI KENNEDY TSHONA (secundi) CYLVIA MLANJANA	ZWELIHLE NEIGHBOURHOOD WATCH	
THELMA NONDALA (secundi) SIMON GABELA	ZWELIHLE HOSTELS	
MZIKAYISE PATRICK DAMESI (secundi) MGCINENI JOEL MARTINS	OVERSTRAND WHALE BOXING CLUB	
XOLILE SITSHIXO (secundi) LANDI MKHWENKWE	TSEPE-TSEPE INFORMAL SETTLEMENT	
XOLANI ROBERT GILIKIDLA (secundi) NONTLANGABEZO MVENGENYA	WHITE CITY (MARTIN PIKE STREET COMMITTEE)	
FUZILE BHANGAZANA (secundi) MVENGENYA NONTLANGABEZO	BHEKELA INFORMAL SETTLEMENT	
MAWETHU MLOMBI (secundi) NOLULHANDO MADINI	ASSOCIATION WITH PEOPLE WITH DISABILITIES	

Name of representative	Capacity representing	Dates of meetings held during the year
SITEMBELE ZWELIFILE (secundi) NOLUVIWO NKOQNYANE	THAMBO SQUARE INFORMAL SETTELEMENT	

Table 32: Ward 6 Committee Meetings

g) Ward 7: Sandbaai

Name of representative	Capacity representing	Dates of meetings held during the year
WILLEM CHRISTIAN GERBER MARAIS (secundi) MICHIEL KRYNAUW DU TOIT	GROENBERG JUKSKEI KLUB	17 AUGUST 2017 14 SEPTEMBER 2017 12 OCTOBER 2017 16 NOVEMBER 2017 15 FEBRUARY 2018 15 MARCH 2018 12 APRIL 2018 17 MAY 2018 14 JUNE 2018
CECIL JOHN FREDERIK HAYMAN (secundi) FERDINAND KIRSTEN	SANBAAI RATE PAYERS ASSOCIATION	
NICOLAAS JOHANNES HECHTER (secundi) SAS WILLIAMS	SANDBAAI NEIGHBOURHOOD WATCH	
CORNELIS LAMBERTUS GERHARDUS VAN DE COOLWIJK (secundi) MERVYN ARTHUR EDWARDS	OCEAN BREEZE ESTATE	
JACOBUS ALBERTUS VORSTER LE ROUX (secundi) DANIE NICHOLAS STEENKAMP	INWONERSVERENIGING GOLDEN HARVEST	
RITA GERBER (secundi) MARLENE GROUS	SANDBAAI VERVRAAIINGSKOMITEE	
HENDRIK JACOBUS JOHANNES LOMBARD (secundi) BARBARA LAUREN WESTRAANDT	LEISURE PARK	
PIERRE LOUIS LE ROUX (secundi) HANNES COETZER	SANDBAAI COASTAL PATH	
INGRID LOUISE GREEN (secundi) ELIZABETH ANN GRAVENOR	MONTE MARE RESIDENTIAL COMPLEX	
GIDEON JOHANNES BEUKES (secundi) WILLEM MARAIS	SANDBAAI BESTUURSKOMITEE	

Table 33: Ward 7 Committee Meetings

h) Ward 8: Hawston, Fisherhaven and Honingklip

Name of representative	Capacity representing	Dates of meetings held during the year
ISAI BENJAMIN CLAASEN (secundi) WILLEM RUNATIES GAHL	HAWSTON RUGBY CLUB	14 AUGUST 2017 11 SEPTEMBER 2017

Name of representative	Capacity representing	Dates of meetings held during the year
MARELLEEN HAZEL MATINKA (secundi) FRANKLIN DAVIDS	HAWSTON HEALTH AND WELFARE ORGANISATION	9 OCTOBER 2017 13 NOVEMBER 2017 12 FEBRUARY 2018 12 MARCH 2018 9 APRIL 2018 14 MAY 2018 11 JUNE 2018
GILROY ALEXANDER VAN DER ROSS (secundi) ANTON BERTHOLD MEYER	HAWSTON DEVELOPMENT FORUM	
JOHAN SMIT (secundi) ROBERT ANTON	FISHERHAVEN RATEPAYERS ASSOCIATION	
MAGRIETA ARRIES (secundi) THOMAS SWARTS	GRIQUA NATIONAL CONFERENCE	
JULIUS JEROME BOOYSEN (secundi) MARCO DUNSDON	OVERSTRAND APD	
GRAHAM WESNER (secundi) FIONA JANE DELPORT	FISHERHAVEN NEIGHBOURHOOD WATCH	
LORETTA VELDSMAN (secundi) EVELYN FISHER	PEARLY SHELL OLD AGE	
DENVID CHRISTY ADAMS (secundi) TERRENCE MANUEL	EFESIERS PENTECOSTAL	
TITIUS HOWARD JEFTHAS	BOT FRIENDS	

Table 34: Ward 8 Committee Meetings

i) Ward 9: Kleinmond, Mountain View and Palmiet

Name of representative	Capacity representing	Dates of meetings held during the year
JOHANNES JACOB DE CLERK	SEA VIEWS	17 AUGUST 2017 14 SEPTEMBER 2017 12 OCTOBER 2017 16 NOVEMBER 2017 15 FEBRUARY 2018 15 MARCH 2018 12 APRIL 2018 17 MAY 2018 14 JUNE 2018
HERMANUS STEPHANUS VAN DER MERWE	KLEINMOND NATUURBEWARINGSVERENIGING	
HUGO AMOS KRIJNAUW (secundi) JOHANNES CHRISTIAAN CARSTENS	KLEINMOND STREET WATCH	
EDMUND ARENDSE (secundi) DENISE ARENDSE	PASA KLEINMOND	
HENRIETTE DERBY (secundi) INGRID TAYLOR SCANLEN	PALMIET	
ELEANOR BARRY	KLEINMOND PRIMARY SCHOOL	
THOMAS SAUL SNIBBE (secundi) PHILIPPUS JACOBUS LODEWICUSBRINK	MOUNTAIN LANES	
CHRISTINA CATHARINA GRAHAM (secundi) CHRISTIAAN FRANS HARDING	AFRIFORUM	
JAN WILLEM VAN STADEN	KLEINMOND RATEPAYERS ASSOCIATION	

Name of representative	Capacity representing	Dates of meetings held during the year
(secundi) ALDERT MAARTEN		
MICHAEL COENRAAD BOTHA	KLEIN BERLYN	

Table 35: Ward 9 Committee Meetings

j) Ward 10: Betty's Bay, Pringle Bay, Rooiels, Overhills and Proteadorp

Name of representative	Capacity representing	Dates of meetings held during the year
AYANDA MICHAEL TYULU	LOCAL FOOTBALL ASSOCIATION	15 AUGUST 2017 12 SEPTEMBER 2017 10 OCTOBER 2017 14 NOVEMBER 2017 13 FEBRUARY 2018 13 MARCH 2018 10 APRIL 2018 15 MAY 2018 12 JUNE 2018
ZALISAMADINGA HUMPHREY KONDLO (secundi) THOBEKILE KOTI	BACKYARD DWELLERS ASSOCIATION	
HILGARD MULLER (secundi) VERONICA JACOBS	ROOIELS RATEPAYERS ASSOCIATION	
MELVIN ALFRED JOOSTE	MOOIUITSIG	
WILLEM RUDOLF BASSON PEROLD (secundi) HEINIE FOOT	BETTY'S BAY RESIDENTS AND RATEPAYERS' ASSOCIATION	
MARY JEAN HULL	PROTEADORP WEST	
SUSANNA ELIZABETH BOTHA (secundi) WENDY TAWSE	COMMUNITY POLICE FORUM	
FIONA SMIT (secundi) VERONICA JACOBS	KOGELBERG BIOSPHERE RESERVE	
THERESA ELS (secundi) MARETHA MULLER	CHILDWALFARE SA KLEINMOND	
ZIRKIA JACOBA FOURIE	PRINGLEBAY RATEPAYERS' ASSOCIATION	

Table 36: ward 10 Committee Meetings

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

Name of representative	Capacity representing	Dates of meetings held during the year
JENNY OCTOBER (secundi) EBEN CORNELIUS	BLOMTUIN & OU SKEMA	17 AUGUST 2017 14 SEPTEMBER 2017 12 OCTOBER 2017 16 NOVEMBER 2017 15 FEBRUARY 2018 15 MARCH 2018 12 APRIL 2018 17 MAY 2018 14 JUNE 2018
ZODWA ZAWULA	THEMBELIHLE & DIE KOP	
LOUIS DE VILLIERS ROODT (secundi) LYNETTE KAY PULLEN	STANFORD RATEPAYERS ASSOCIATION	
TOBIAS LOCHNER BESTER (secundi) ELIZABETH GILLMAN	STANFORD LANDBOU VERENIGING	
CHRIS WOLF (secundi) SIDNEY SMITH	STANFORD CONSERVATION TRUST	
PHILIPPUS COENRAAD GROENEWALD	STRANDVELD LANBOU VERENIGING	

Name of representative	Capacity representing	Dates of meetings held during the year
VIVIAN ELIZABETH BURTON-MOORE (secundi) NELIA MULLER HURTER	PEARLY BEACH RATEPAYERS ASSOCIATION	
HELENA JOHANNA SWART (secundi) STANLEY HEINRICH CARPENTER	BAARDSKEERDERSBOS HOME OWNERS ASSOCIATION	
HENRY DYERS (secundi) DANIEL NIEMAND	BUFFELJAGSBAAI GESONDHEID EN WELSYN	
BABALWA MBIRA-TSHONA	ELUXOLWENI GEMEENSKAP / INWONERS VERENIGING	

Table 37: Ward 11 Committee Meetings

l) Ward 12: Zwelihle North- West

Name of representative	Capacity representing	Dates of meetings held during the year
NOBELUNGU MPEMBA	SIYAKHA EDUCARE CENTRE	17 AUGUST 2017 14 SEPTEMBER 2017 12 OCTOBER 2017 16 NOVEMBER 2017 15 FEBRUARY 2018 15 MARCH 2018 12 APRIL 2018 (Meeting was scheduled but could not be held due to the civil unrest in Zwelihle) 17 MAY 2018 14 JUNE 2018
MASIBONGWE SIHLAHLA (secundi) AMANDA GWEBANI **(DISMISSED)**	ZWELIHLE YOUTH PROJECT	
PHOLANI MAKALIMA (secundi) NOLUVIWO NKOANYANE **(DISMISSED)**	OVERSTRAND PEOPLE WITH DISABILITIES	
ZWELETHEMBA PATREIN (secundi) NCEBA LAPHI	ZWELIHLE PRIMARY SCHOOL	
NOMTHANDAZO GCILITHSANE (secundi) AYANDA ELLIOT KOTI	ZWELIHLE NEIGHBORHOOD WATCH	
NTEMBISO GLADWIN BULAWE BULAWA	COMMUNITY POLICE FORUM	
AKHONA JAKUJA	LOCAL FOOTBALL ASSOCIATION	
VUYISWA KHUSE	WOMEN ACTION GROUP	
SIYABONGA LUYANDA VONCO	HERMANUS RAINBOW TRUST	
FANISWA SHUMANE	TREATMENT ACTION CAMPAIGN	

Table 38: Ward 12 Committee Meetings

m) Ward 13: Onrus and Vermont

Name of representative	Capacity representing	Dates of meetings held during the year
CECILIA ALETTA JACOBS (secundi) JOHANNES FREDERIK CONRADIE	ONRUS RATEPAYERS ASSOCIATION	15 AUGUST 2017 12 SEPTEMBER 2017

Name of representative	Capacity representing	Dates of meetings held during the year
ANITA TAYLOR	VERMONT CONSERVATION TRUST	10 OCTOBER 2017 14 NOVEMBER 2017 13 FEBRUARY 2018 13 MARCH 2018 10 APRIL 2018 15 MAY 2018 12 JUNE 2018
JACOB STOLP LOUW (secundi) MICHELLE NAUDE	ONVERWAG NEIGHBOURHOOD WATCH	
HENRY WILLIAM (DUNCAN) HEARD (secundi) PAUL FISTER	VERMONT COASTAL PATH COMMITTEE	
MICHAEL SEYMOUR WEEKES (secundi) JAN ROODBOL	VERMONT RATEPAYERS AND ENVIRONMENTAL ASSOCIATION	
KARIN DE BRUIN (secundi) HANNA DE JAGER	NG KERK ONRUS	
MATHYS PRETORIUS VAN AS SUTHERLAND (secundi) MIRANDA KRUGER	KALFIE FEES	
CAROLINE GABB (secundi) ROB FRYER	ONRUS ESTUARY FORUM	
TIELMAN NIEUWOUDT AGENBAG (secundi) ANETTE DE VILLIERS	ONRUS TRADING POST	
JOHAN ROBINSON PRINSLOO (secundi) CHRISTIAAN DE VILLIERS	ONRUS RETIREMENT VILLAGES	

Table 39: Ward 13 Committee Meetings

2.6.3 FUNCTIONALITY OF WARD COMMITTEES

A ward committee enhances participatory democracy at local government in the following ways:
It will be the official consultative body in that ward for:

- Ward Committees together with the Overstrand Municipal Advisory Forum (OMAF) will act as the official liaison mechanism on all strategic municipal matters affecting the community.
- Ward Committees will be the official body with which the Ward Councillors will liaise regarding any matter affecting their respective wards and more specifically items on the agenda of the Municipality affecting the particular ward.
- The Ward Councillor must give regular feedback at ward committee meetings on Council matters as required in the Code of Conduct for Councillors.
- Ward Committees must annually compile their respective ward operational plans which include a range of activities to be executed during the following financial year.
- Ward Committee Members must attend official meetings scheduled in terms of Council's meeting cycle or upon special request by the municipal Council or Speaker.
- Members of the Ward Committee must submit items for discussion to the Administration at least fourteen (14) days before the official ward committee meeting
- Ward Committee Members must report back to their respective constituencies (organisations/sector/ geographical blocks) at least on a quarterly basis.

- Formal minutes of quarterly report back meeting of constituencies (referred to in 6.7 of the Ward Committee Rules) must be submitted to the municipal administration via the Ward Councillor within 21 days after the aforementioned meeting.
- Ward Committee Members must report issues pertaining to maintenance of infrastructure to the respective municipal customer care help desks or emergency control room located in or closest to their particular ward, using their allocated unique reference numbers.
- A Ward Committee may establish task team(s) to perform specific task(s) on behalf of the committee, e.g. monitoring projects within the ward.
- It is required of ward committee members to attend training / capacity building sessions scheduled by the local municipality or other sphere (provincial / national) of government.
- It is the responsibility of all Ward Committee Members or nominated ward committee members to attend the Overstrand Municipal Advisory Forum (OMAF) or forums outside the Municipality upon formal request by the Speaker / Municipality administration.
- Geographical blocks must conduct their business in accordance with standardised rules of order (regulating documents) to be provided by the municipal administration.
- Ward Committees must sign a Code of Conduct to be administered by the respective Ward Councillors and the Speaker of the Council.
- Ward Committees for ward 1, 5, 6 and 12 were unable to hold their respective meetings for April 2018 meeting cycle, due to civil unrest in the community.

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

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

Table 40: Functionality of Ward Committees

2.6.4 REPRESENTATIVE FORUMS

a) Labour Forum

The table below specifies the members of the Labour Forum for the 2017/18 financial year:

Name of representative	Capacity	Meeting dates
Ald. D. Coetzee	Council	15 August 2017 12 September 2017 10 October 2017 14 November 2017 19 February 2018 13 March 2018 10 April 2018 15 May 2018 15 June 2018
Ald. N. Botha-Guthrie	Council	
Cllr. A Komani	Council	
Cllr. S Tebele	Council	
Cllr. X. Msweli	Council	
Mrs. D Arrison	Management	
Mr. R Williams	Management	
Mrs. S Reyneke-Naude	Management	
Mr. N Michaels	Management	
Mr. S Muller	Management	
Mrs. L Bucchianeri	Management	
Mr. M Mojaki	Trade Union – Samwu	
Mr. X Ntsonto	Trade Union – Samwu	
Mr. S Nkohla	Trade Union – Samwu	
Mr. L Gaika	Trade Union – Samwu	
Mrs. G Erasmus	Trade Union – Samwu	
Ms. A. Choma	Trade Union –Imatu	
Mr. L. Mqini	Trade Union – Imatu	
Mrs. S. Montagu	Trade Union – Imatu	
Mrs. E van der Linde	Trade Union – Imatu	
Mr. L Hendricks	Trade Union – Imatu	
Mrs. R. Matthews	Trade Union – Imatu	

Name of representative	Capacity	Meeting dates
Mrs. T. Lobb	Trade Union – Imatu	

Table 41: Labour Forum

b) Overstrand Municipal Advisory Forum (OMAF)

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

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

Terms of Reference of the OMAF

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

Goals and Objectives of the OMAF in the IDP process

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

During the 2017/18 financial year an OMAF was held on 20 February 2018.

COMPONENT D: CORPORATE GOVERNANCE

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

2.7 RISK MANAGEMENT

The direction and mandate of risk management for Overstrand Municipality is clearly set out in Section 62(1) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) that stipulates that the "Accounting Officer must take all reasonable steps to ensure that the municipality has and maintains an effective, efficient and transparent system of financial and risk management and

internal control" accompanied by the crucial motto of the public sector: "that the resources of the municipality are used effectively, efficiently and economically".

The Risk Management Unit (RMU) came into ideal development in the previous financial year (2015-2016) with the appointment of the Chief Risk Officer (CRO) on a Shared Service Business Model between the municipalities within the district, which ultimately meant getting the same service under a shared cost model. In June 2016 a new Risk Officer Intern was appointed by Overstrand Municipality in order to maintain an onsite presence of the RMU.

The initiatives and actions performed by the RMU during 2017/18 include:

Introduced bi-annual risk assessments to ensure the risk register is thoroughly reviewed by the managers at least once after the initial risk assessment. This is in addition to the periodic reviews conducted by management on their own initiative;

- Comprehensive annual departmental risk assessments, involving the heads of department and line managers, which contributed to the compilation of the most detailed risk register to date;
- Strategic risk assessment with the Top Management Team (TMT);
- Started with a district fraud and corruption event library for use during fraud and corruption risk assessments;
- Continuous emphasis on fraud and corruption risks and the related risk action plans;
- Compilation and monitoring of a district risk management implementation plan;
- Compilation of a District Cross-Cutting Report containing the transversal risks of the municipalities in the Overberg district;
- Finalised the development of a Fraud Prevention and Anti-Corruption Strategy, Policy and Plan which was workshopped with labour and management representatives and adopted by Council. These documents replaced the out-dated Anti-Corruption and Fraud Prevention Plan;
- Policy workshop for Councillors on the contents of the Fraud Prevention and Anti-Corruption Strategy, Policy and Plan;
- Engagements with labour unions on the Code of Ethics for Municipal Staff, which was later adopted by Council;
- Introduced several Standard Operating Procedures to formalise and explain the risk management processes;
- Engaging and involving all levels of management with the risk management activities;
- Monthly updates on risk action plans by managers and monitoring by the Risk Management Unit.
- Quarterly compilation of the Combined Assurance Model based on the Combined Assurance Policy Framework adopted by Council;
- Comprehensive review of the Risk Management Strategy and Risk Management Policy to incorporate the new COSO framework *Enterprise Risk Management Integrating with Strategy and Performance* and document the established risk management processes of Overstrand Municipality. Annual review of the Combined Assurance Policy Framework;
- The Business Continuity Committee Terms of Reference was approved to form a specialist oversight structure to oversee the development, implementation and continuous updating of Overstrand Municipality's Business Continuity Plan. The first meeting has been held, where the business impact analysis (BIA) was reviewed;
- Participation in the Overberg District Internal Audit and Risk Management Forum;
- Performed a Risk Management Maturity Assessment to determine the Municipality's maturity level;

- Skills development of the Risk Officer Intern in the area of enterprise risk management and combined assurance through attendance and successful completion of a short course. In addition the Risk Officer Intern attended two CIGFARO seminars and a fraud and risk detection training workshop;
- Improved co-operation between the RMU and Internal Audit Services (IAS), reducing duplication, increasing the sharing of risk information and improving assurance coverage, while respecting IAS's independence;
- Risk Management Committee performance evaluation through individual assessments by the members in the form of a questionnaire;
- Adding value of "best practice" developments to the Risk Management Committee. Review of the risk register, incident and emerging risks and corrupt, fraudulent and unethical incidents are now standard agenda items for Risk Management Committee meetings.
- Regular communication and daily updates from the Institute of Risk Management South Africa;
- Provided recommendations for improvement of the software being utilised (Ignite Risk Assist Module);
- Risk management is a now a standing agenda item for Joint Audit and Performance Audit Committee meetings, where the Chairperson of the Risk Management Committee and Chief Risk Officer provide feedback.
- Risk management training presentation provided to the Joint Audit and Performance Audit Committee, Portfolio Chair: Management Services and the Executive Mayor.
- Risk management progress reports are submitted to every Executive Management Team (EMT) meeting.

Strategic Risks 2017/18

Risk Level	Risk Description	Current Controls	Residual Risk	Financial Year	Risk Actions
Strategic	Limited specialised emergency vehicles (fire, rescue and disaster management)	• Standard operational procedures during the execution of duties. • Training of officials on health and safety standards. • Vehicle maintenance • Fleet budget	High	2017/2018	• Procurement of additional vehicles (support from Western Cape Government in terms of funding). • Develop a priority plan on Repairs and Maintenance. • Explore opportunities for Lease Agreements and MOU's for the acquisition of additional vehicles.
Strategic	Municipal buildings used as partial care facilities do not comply with the norms and standards for such facilities.	• Interdepartmental communications.	High	2017/2018	• Workshop with all stakeholder departments to formulate a plan of action to address the issues.
Strategic	Ageing and deterioration of fleet and small plant.	• Vehicle monitoring system in place to prevent abuse/misuse of vehicles. • R7,480 million available in 2017/2018 for	High	2017/2018	• Review 2017/2018 Capital Replacement Plan for 2018/2019. • Submit 2018/2019 Capital Replacement

Strategic Risks 2017/18					
Risk Level	**Risk Description**	**Current Controls**	**Residual Risk**	**Financial Year**	**Risk Actions**
		placement/purchase of vehicles.			Plan to Budget Steering Committee.
Strategic	Inability to fully execute mandated functions. (Social Development)	• Interdepartmental relations • As of June 2015 the Department has two signed Memorandum Of Understandings in place with the following organisations: ○ Western Cape Department of Social Development (various aspects of Social Development) ○ Enlighten Education Trust (Junior Town Council)	High	2017/2018	• Communications with departments involved with social development activities / projects to solve problems and/or execute their functions. • Formulate a Social Development Policy and submit to Council for adoption.
Strategic	Infrastructure capacity not able to serve growing needs.	• Forward planning of needs for new infrastructure is done continuously (e.g. master plans). • Sources of grant funding for capital projects are tapped as far as possible. • Development contributions are levied on large developers to upgrade infrastructure. • Municipal funding (self-funding and borrowings) for infrastructure projects.	Medium	2017/2018	• Develop, together with Engineering Planning, Operational Services, Engineering Services, Property Administration and Town Planning, a process plan for the Municipality to follow when considering new developments.
Strategic	Lack of water resources.	• Water Resource Master plan • Water conservation bylaw • Clearing of alien vegetation.	Low	2017/2018	• Continuous monitoring of growth in population and water demand. • Calculation of demand projections. • Review long term planning based on projections and budgets.

Table 42: Strategic Risks and Risk actions to mitigate these risks

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

Risk Forum

Dates of Risk Management Committee (RMC) and Joint Audit and Performance Audit Committee (JAPAC) meetings:

Committee	Date	Quorum	Risk Management Feedback
JAPAC	27 September 2017	Yes	Yes
RMC	2 October 2017	Yes	Yes
RMC	15 December 2017	Yes	Yes
JAPAC	13 March 2018	Yes	Yes
RMC	22 March 2018	Yes	Yes
JAPAC	25 April 2018	Yes	No
JAPAC	30 May 2018	Yes	No
RMC	11 June 2018	Yes	Yes
JAPAC	27 June 2018	Yes	Yes

Table 43: Risk Management Committee and Joint Audit and Performance Audit Committee meetings held during the 2017/18 financial year

2.8 ANTI-CORRUPTION AND ANTI-FRAUD

Section 6(2)(c) of the Municipal Systems Act (MSA) states that the municipality must take measures to prevent corruption, section 83(1)(c) of the MSA refers to the implementation of effective bidding structures to minimize the possibility of fraud and corruption and the Municipal Finance Management Act (MFMA), section 112(1)(m)(i) obligates the municipality to institute supply chain measures to combat fraud and corruption, favouritism and unfair and irregular practices. The Prevention and Combating of Corrupt Activities Act defines corruption and specific corrupt activities and imposes a reporting obligation on the Accounting Officer.

The Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings regulates the reporting, investigation and disciplinary proceedings regarding allegations of financial misconduct, including fraud and corruption.

a) Developed Strategies Update

Name of strategy	Developed Yes/No	Date Adopted
Fraud Prevention and Anti-Corruption Strategy	Yes	28 March 2018
Fraud Prevention and Anti-Corruption Policy	Yes	28 March 2018
Fraud Prevention and Anti-Corruption Plan	Yes	28 March 2018

Table 44: Strategies

b) Implementation of Strategies

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

Table 45: Implementation of the Strategies

2.9 JOINT AUDIT AND PEFRORMANCE AUDIT COMMITTEE

During May 2016, a Joint Audit and Performance Audit Committee (JAPAC) was established, after the abolishment of the Audit Committee and Performance Audit Committee, which were chaired by separate chairpersons, while the membership remained the same.

Section 166(2) of the MFMA states that an audit committee is an independent advisory body which must advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality, on matters relating to –

- internal financial control and internal audits;
- risk management;
- accounting policies;

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

a) Functions of the Joint Audit and Performance Audit Committee

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

- To advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality on matters relating to compliance with the MFMA, the annual Division of Revenue Act and any other applicable legislation and effective governance.
- To review the annual financial statements to provide council with an authoritative and credible view of the financial position of the municipality, its efficiency and effectiveness and its overall level of compliance with the MFMA, the annual Division of Revenue Act and any other applicable legislation.
- Respond to the council on any issues raised by the Auditor-General in the audit report.
- To carry out such investigations into the financial affairs of the municipality as the council of the municipality may request.

b) Members of the Joint Audit and Performance Committee

During the period 1 July 2017 – 30 June 2018 the Joint Audit and Performance Audit Committee held five (5) meetings and consisted of the members listed in the table below. During the above-mentioned period two (2) members (Mr. HV Liebenberg & Mrs. KE Montgomery) terms ended as members of the Joint Audit and Performance Audit Committee with effect from 31 October 2017. Two new members (Mr. T Lesihla & Mr. M Mdludlu) were appointed on the Joint Audit and Performance Audit Committee with effect from 1 December 2017.

Name of representative	Capacity	Meeting dates
Mr. B Van Staaden	Chairperson	25 August 2017 27 September 2017 13 March 2018 30 May 2018
Mrs. KE Montgomery	Member (term ended 31 October 2017)	
Mr. HV Liebenberg	Member (term ended 31 October 2017)	
Mr. RI Kingwill	Member	

Name of representative	Capacity	Meeting dates
Mr. T Lesihla	Member (date of appointment 1 December 2017)	27 June 2018
Mr. M Mdludlu	Member (date of appointment 1 December 2017)	

Table 46: Members of the JAPAC re Audit Committee (01 July 2017 – 30 June 2018)

2.10 JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE RE PERFORMANCE MEASUREMENTS

The Regulations require that the performance audit committee comprised of a minimum of three members, the majority of whom are external (neither a councillor nor an employee) of the municipality. Regulation 14(2)(b) further stipulates that the performance audit committee must include at least one person who has expertise in performance management. It is also a requirement in terms of regulation 14(2)(d) that the Council of a municipality designate a member of the performance audit committee who is not a councillor or an employee of the municipality as the chairperson of the committee.

a) Functions of the Joint Audit and Performance Audit Committee re performance measurements

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

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

b) Members of the Joint Audit and Performance Audit Committee re performance measurements

During the period 1 July 2017 – 30 June 2018 the Joint Audit and Performance Audit Committee held five (5) meetings and consisted of the members listed in the table below. During the above-mentioned period two (2) members (Mr. HV Liebenberg & Mrs. KE Montgomery) terms ended as members of the Joint Audit and Performance Audit Committee with effect from 31 October 2017. Two new members (Mr. T Lesihla & Mr. M Mdludlu) were appointed on the Joint Audit and Performance Audit Committee with effect from 1 December 2017.

Name of representative	Capacity	Meeting dates
Mr. B Van Staaden	Chairperson	25 August 2017 27 September 2017 13 March 2018 30 May 2018 27 June 2018
Mrs. KE Montgomery	Member (term ended 31 October 2017)	
Mr. HV Liebenberg	Member (term ended 31 October 2017)	
Mr. RI Kingwill	Member	
Mr. T Lesihla	Member (date of appointment 1 December 2017)	
Mr. M Mdludlu	Member (date of appointment 1 December 2017)	

Table 47: Members of the JAPAC re Performance Audit (01 July 2017 – 30 June 2018)

2.11 INTERNAL AUDITING

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

The internal audit unit of a municipality must –

(a) prepare a risk based audit plan and an internal audit program for each financial year; and

(b) advise the accounting officer and report to the audit committee on the implementation on the internal audit plan and matters relating to:

(i) internal audit;
(ii) internal controls;
(iii) accounting procedures and practices;
(iv) risk and risk management;
(iv) performance management;
(v) loss control; and
(vi) compliance with this Act, the annual Division of Revenue Act and any other applicable legislation
(c) perform other duties as may be assigned to it by the accounting officer.

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

- Chief Audit Executive
- Three (3) Internal Auditors (New appointment 01 February 2018)
- One (1) Internal Audit Intern
- One (1) Finance Intern (Start date: 01 December 2017)

Annual Audit Plan:

93% of the Risk Based Audit Plan for 2017/18 was executed with the available resources. The table below provides detail on audits completed:

Description			No of Hours	Date completed
Phase 1				
Revisiting current risk profile and priorities			100	On-going on a quarterly basis
Phase 2				
Compiled and Approved Risk Based Audit Plan 2017/2018			100	28 June 2017
Phase 3				
Audit Engagement	**Departmental System**	**Detail**	**No of Hours**	**Date completed**
Office of the MM	Internal Audit	Evaluating the risk management process	80	June 2018
Office of the MM	Internal Audit	Updating audit coverage plan	40	June 2018
Directorate: Finance	Deputy Director: Finance	Key Control Assessment 4th Quarter (01 April 2017 – 30 June 2017)	80	August 2017
	Deputy Director: Finance	2nd Bi-annual Key Control Assessment 1 July 2017 – 31 March 2018	80	April 2018
	Deputy Director: Finance	Service delivery expectations – Vendor's capacity	160	June 2018
	Deputy Director: Finance	Failure to integrate systems	160	May 2018
	Financial Services Finance	Division of Revenue Act (DORA) Audit	80	November 2017
	Deputy Director: Finance	mSCOA	180	June 2018
Directorate: Management Services	Management Services	Pre-determined objectives (4th Quarter: 2016/2017)	80	August 2017
	Management Services	Pre-determined objectives (1st Quarter: 2017/2018)	80	November 2017
	Management Services	Pre-determined objectives (2nd Quarter: 2017/2018)	80	March 2018
	Management Services	Pre-determined objectives (3rd Quarter: 2017/2018)	80	April 2018
	Management Services	Digitizing of HR records	120	October 2017
	Management Services	Municipal conformance to basic standards of buildings used for crèches	180	December 2017
	Management Services	Loss of records and inadequate storage space	180	January 2018

Description			No of Hours	Date completed
Directorate: Community Services	Operational Services	Ageing and deterioration of fleet and small plant	160	December 2017
	Operational Services	Incapacitated workforce due to medical reasons	160	April 2018
Infrastructure and planning	Building control	Illegal structures	180	June 2018
	Infrastructure and planning	Loss of records	180	May 2018
Directorate: Protection	Fire & Disaster	Disaster management priorities	180	March 2018
	Fire & Disaster	Compliance with fire safety regulations	140	June 2018
	Traffic and law enforcement	Inability to perform on mandated traffic services and law enforcement functions. (Capacity)	120	April 2018
	Traffic	Inadequate traffic services infrastructure. (Traffic centre)	120	March 2018
Municipal Manager/ Council	JAPAC	1st Audit Report of the Joint Audit and Performance Audit Committee (JAPAC) to the Overstrand Municipal Council period 2017/18	60	April 2018
Follow-up reports	Operational Services	Procurement process – medical emergencies	80	January 2018
	Traffic and law enforcement	State of adequacy of traffic and law enforcement vehicles	80	May 2018
	Fire & Disaster	Limited specialized emergency vehicles (fire, rescue and disaster management)	80	May 2018
Joint Audit & Performance Audit Committee			80	On-going
Audit Steering Committee			40	On-going
Total hours			**3520**	

Table 48: Internal Audit Coverage Plan

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

Function	Date/Number
Monthly update of the Eunomia System – Compliance Assist System	Monthly
Risk-Based Audit Plan approved for 2017/18 financial year	28 June 2017
Number of audits conducted and reported on	26
Audit reports included the following key focus areas:	
Key Control Assessments	2
Internal Controls	20
Predetermined Audit Objectives & Compliance Audits	4

Table 49: Internal Audit Functions

2.12 BY-LAWS AND POLICIES

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

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

By-laws developed/revised	Date adopted	Public Participation Conducted Prior to adoption of By-Laws Yes/No	Date of Publication
The Special Rating Area – By – law	20/09/2016	Yes	21/10/2016
Problem Building By – law	20/09/2016	Yes	21/10/2016
Electricity Supply By – law	20/09/2016	Yes	21/10/2016
The Events By – Law	To be determined	Yes	To be determined
Fire Safety By – law	To be determined	No	To be determined
By – law on public areas	To be determined	No	To be determined
Amendment to Rules of Order	To be determined	No	To be determined
Amendment to the Keeping of Dogs and Cats By – law	To be determined	Yes	To be determined
Amendment to Municipal Land Use Planning By – law	To be determined	Yes	To be determined
Amendment to Water Supply and Sanitation by – law	To be determined	No	To be determined
Amendment to Parking Management by – law	To be determined	No	To be determined
Tree by law	To be determined	No	To be determined

Table 50: By-laws

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

Policies developed/ revised	Date adopted	Public Participation Conducted Prior to adoption of policy Yes/No
Events Policy (Revision comments)	To be determined	Yes
Special Rating Area Policy (Revision comments)	20/09/2016	Yes
Social Media Policy (Revision comments)	29/03/2017	Yes
Property Rates Policy	31/05/2017	Yes
Indigent Policy	31/05/2017	Yes
Urban Tree Policy	29/03/2017	Yes
Supply Chain Management Policy	31/05/2017	No
Anti- Corruption and Fraud Prevention Plan (Revision comments)	30 March 2016	Yes
Dress Code Guidelines	28 April 2016	No
Membership of Medical Schemes and Registration of Dependants on Accredited Medical Schemes	28 April 2016	No
Delegation of Powers and Duties	5 May 2016	No
Asset Management Policy	25 May 2016	Yes
Budget Policy	25 May 2016	Yes
Borrowing Policy	25 May 2016	Yes
Customer Care, Credit Control and Debt Collection Policy	25 May 2016	Yes
Contact Management Policy	25 May 2016	Yes
Development Contribution Policy	25 May 2016	Yes
Funding, Reserves and Provisions Policy	25 May 2016	Yes
Joint Audit and Performance Audit Committee Charter	25 May 2016	No
Long Term Financial Planning and Implementation Policy	25 May 2016	Yes
Payday Policy	25 May 2016	Yes
Street naming policy (Revision comments)	To be determined	No
External Bursary Policy (Revision comments)	To be determined	No
HIV Policy (Revision comments)	To be determined	No
Sexual Harassment Policy (Revision comments)	To be determined	No

Policies developed/ revised	Date adopted	Public Participation Conducted Prior to adoption of policy Yes/No
Essential User Allowance Policy (Revision comments)	To be determined	No
Study Aid Policy for Employees (Revision comments)	To be determined	No
Petty Cash Policy	25 May 2016	Yes
Supply Chain Management Policy	25 May 2016	Yes
PPE Policy (Revision comments)	To be determined	Yes
Anti-Corruption and Fraud Prevention Strategy (Revision comments)	To be determined	Yes
Tariff Policy	25 May 2016	Yes
Travel & Subsistence Policy	25 May 2016	No
Code of Ethics for Municipal Staff (Revision comments)	To be determined	No

Table 51: Policies

2.13 COMMUNICATION

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

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

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

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

Communication activities	Yes/No
Communication unit	Yes
Communication strategy	Yes
Communication Policy	Yes, appoved 29 March 2017
Customer satisfaction surveys	The next survey was planned to be conducted in 2017/18, all processes were followed and it was going to start in March 2018, but due to civil unrest in Zwelihle it was postponed to September in the 2018/19 financial year.
Functional complaint management systems	Yes
Newsletters distributed at least quarterly	Yes, monthly

Table 52: Communication Activities

2.14 WEBSITE

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

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

Documents published on the Municipal website	Date Published
Annual budget and all budget-related documents	5 June 2017 (Final)
Adjustment budget for 2017/18	1st Adjustment Budget – 4 Dec 2017 2nd Adjustment Budget – 6 March 2018
Monthly Budget Statement	Monthly
Budget implementation policy: Tariff policy	Council Meeting 30/5/2018
Budget implementation policy: Credit control policy	Council Meeting 30/5/2018
Budget implementation policy: Valuation By-Law	Council Meeting 30/5/2018

Documents published on the Municipal website	Date Published
Budget implementation policy: Rates policy	Council Meeting 30/5/2018
Budget implementation policy: SCM policy	Council Meeting 30/5/2018
Annual report for 2016/17	Audited Final Annual Report - 30 March 2018 Final Draft Annual Report 2016/17 – 24 Jan 2018
Performance agreements required in terms of section 57 (1) (b) of the Municipal Systems Act for 2017/18	2 July 2018
All quarterly reports tabled in the council in terms of section 52 (d) of the MFMA during 2017/18	Quarterly Budget statements published on 2 May 2018 (March Report) 20 Jan 2018 (December Report) 27 Oct 2017 (September Report) SDBIP Quarterly Reports published on 30 November 2017 (1st) 1 March 2018 (2nd) 28 March 2018 (3rd)

Table 53: Website Checklist

2.14.1 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

Overstrand Municipality conducted a customer satisfaction survey in the 2012/13 financial year to measure the satisfaction of residents with core municipal services as well as with overall service delivery. Most household respondents reported that they were satisfied with the services rendered. The survey was done amongst households and business. The planned survey for 2017/18 could not be executed due to protest action. Due to unrest and protest in the area it was decided to postpone the survey to September 2018.

Satisfaction Surveys undertaken during: Year 2012/13				
Subject matter of survey	**Survey method**	**Survey date**	**No. of people included in survey**	**Survey results indicating satisfaction or better (%)***
Overall satisfaction with:				
a) Municipality				Not asked

Satisfaction Surveys undertaken during: Year 2012/13				
Subject matter of survey	**Survey method**	**Survey date**	**No. of people included in survey**	**Survey results indicating satisfaction or better (%)***
b) Municipal service delivery	Structured questionnaire	Apr/May 2013	1134	78%
c) Mayor				Not asked
Satisfaction with:				
a) Refuse removal	Structured questionnaire	Apr/May 2013	1134	77%
b) Road maintenance	Structured questionnaire	Apr/May 2013	1134	70%
c) Electricity supply	Structured questionnaire	Apr/May 2013	1134	75%
d) Water supply	Structured questionnaire	Apr/May 2013	1134	84%
e) Information supplied by the municipality to the public	Structured questionnaire	Apr/May 2013	1134	64%
f) Opportunities for consultation on municipal affairs	Structured questionnaire	Apr/May 2013	1134	58%
*the percentage indicates the proportion of those surveyed that believed that relevant performance was at least satisfactory				

Table 54: Satisfaction Surveys 2012/2013

Satisfaction Surveys undertaken during: Year 2011/12				
Subject matter of survey	**Survey method**	**Survey date**	**No. of people included in survey**	**Survey results indicating satisfaction or better (%)***
Overall satisfaction with:				
d) Municipality				Not asked
e) Municipal service delivery	Structured questionnaire	Feb/Mar 2012	3005	91%
f) Mayor				Not asked

Satisfaction Surveys undertaken during: Year 2011/12				
Subject matter of survey	**Survey method**	**Survey date**	**No. of people included in survey**	**Survey results indicating satisfaction or better (%)***
Satisfaction with:				
g) Refuse removal	Structured questionnaire	Feb/Mar 2012	3005	89%
h) Road maintenance	Structured questionnaire	Feb/Mar 2012	3005	63%
i) Electricity supply	Structured questionnaire	Feb/Mar 2012	3005	75%
j) Water supply	Structured questionnaire	Feb/Mar 2012	3005	84%
k) Information supplied by the municipality to the public	Structured questionnaire	Feb/Mar 2012	3005	66%
l) Opportunities for consultation on municipal affairs	Structured questionnaire	Feb/Mar 2012	3005	66%
*the percentage indicates the proportion of those surveyed that believed that relevant performance was at least satisfactory				

Table 55: Satisfaction surveys 2011/2012

Municipal comments on the satisfaction levels:

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

- Satisfaction levels with the maintenance of roads improved markedly, from 63 per cent in 2012 to 70 per cent in 2013. During the past year a number of road construction projects took place, which can be the main cause of this positive perception.
- Satisfaction levels with refuse removal dropped with 12 percent, which can be attributed to the municipality's decision to reduce the number of removals in the Greater Hermanus area from twice a week to once a week.
- The 8 percent drop in perceptions regarding opportunities for consultation (which was asked as how accessible municipal officials and other resources are) can be attributed to a great number of major issues which were highlighted in the local media lately, varying from the R43 construction to the Geyser Control Project to the resistance against the budget proposals in certain communities.
- The previous factors mentioned also had an effect on the public's perception of the information supplied to the public, which dropped with two percentage points.

2.15 SUPPLY CHAIN MANAGEMENT

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

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

2.15.1 Competitive Bids in Excess of R200 000

a) Bid Committee Meetings

The following table details the number of bid committee meetings held for the 2017/18 financial year:

Bid Specification Committee	Bid Evaluation Committee	Bid Adjudication Committee
97	78	72

Table 56: Bid Committee Meetings

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

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

Table 57: Attendance of members of bid specification committee

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

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

Table 58: Attendance of members of the bid evaluation committee

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

Member	Percentage attendance
Director: Finance- Chairperson	100%
Director: Community Services	100%
Director: Management Services	93%
Director: Protection Services	100%
Director: Infrastructure & Planning Services	100%
Director: Local Economic Development & Tourism	60%
Deputy Director Finance & SCM	100%

Table 59: Attendance of members of the bid adjudication committee

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

b) Awards made by the Bid Adjudication Committee (BAC)

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

Bid number	Date of award	Title of bid	Successful Bidder	Value of bid awarded
SC1850/2018	2018/05/11	Hiring of Sewerage Vacuum Tankers for a contract period ending 30 June 2021	Juno Corp (Pty) Ltd	R 8 395 000.00
SC1845/2018	2018/06/01	Upgrading of Stanford Waste Water Treatment Works: Civil Works	Hiload Inyanga Construction (Pty) Ltd	R 8 152 719.44
SC1775/2017	2017/09/07	Supply & Delivery of Construction Materials for a contract period ending 30 June 2020	AJ Van Huffel Plant Hire CC	R 7 847 760.00
			Tee Gee Building Supplies CC	
			Afrimat Aggregate (Operations) (Pty) Ltd	
			Overstrand Build It (Pty) Ltd	
			CR Hulme	
			CD Africa t/a Africa Hospital Supplies / Distributors	
			Salandra Ondernemings CC	

Bid number	Date of award	Title of bid	Successful Bidder	Value of bid awarded
SC1840/2018	2018/05/23	Management of Short-Term Insurance Portfolio of the Overstrand Municipality for a contract period ending 30 June 2021	AON South Africa (Pty) Ltd	R 6 831 877.00
SC1844/2018	2018/06/01	Upgrading of Stanford Waste Water Treatment Works: Mechanical/Electrical Works	Inenzo Water (Pty) Ltd	R 6 608 754.44
SC1841/2018	2018/05/23	Provision of Water and Electricity Meter Reading Services for a contract period ending 30 June 2021	Sakh'ikhaya Suppliers CC Fuze Geomatics CC Margeret Williams t/a Four Helps VM Appel RW Arendse Simanyene Holdings (Pty) Ltd	R 5 491 710.00
SC1778/2017	2017/07/28	Supply and delivery of Bitumen products for a contract period ending 30 June 2020	Condoprops 1017 CC t/a Asphalt King Tosas (Pty) Ltd Dense Seal (Pty) Ltd Much Asphalt (Pty) Ltd AJ Van Huffel Planthire CC	R 4 161 000.00
SC1786/2017	2017/09/07	Management of Informal Settlements within the the Overstrand Area for a contract period ending 30 June 2019	Red Ant Security Relocation and Eviction Service (Pty) Ltd	R 3 955 191.33
SC1811/2017	2017/12/15	Construction of Stormwater Infrastructure for Masakhane , Phase 2 Gansbaai	Glyndale Construction CC t/a WB Civils	R 3 479 329.59
SC1770/2017	2017/07/17	Provision of cleaning services: Kleinmond area, for a contract period ending 30 June 2020	Mbeshis Cleaning Services (Pty) Ltd	R 3 134 403.39
SC1797/2017	2017/09/29	Upgrading of Bientang Sewer Pump Station and Rising Main, Hermanus	A2 Loodgieters CC	R 2 865 644.56
SC1765/2017	2017/08/18	Provision of cleaning services: Gansbaai/Stanford area, for a contract period ending 30 June 2020	Henry Moses Spandiel	R 2 837 240.64

Bid number	Date of award	Title of bid	Successful Bidder	Value of bid awarded
SC1823/2017	2017/12/15	Sale of yet Unregistered Consolidated Erf 4081 Gansbaai for the Development of a Hospital	Billton Trading (Pty) Ltd	R 2 250 000.00

Table 60: Ten highest bids awarded by bid adjudication committee

c) Awards made by the Accounting Officer

Bids awarded by the Accounting Officer are as follows:

Bid number	Title of bid	Directorate and section	Value of bid awarded
SC1862/2018	Transport of Containerised Municipal Solid Waste and Chipping of Garden Waste for a contract period ending 30 June 2021	Infrastructure and Planning	R 40 901 279.50
SC1816/2017	Medium Voltage and Low Voltage Upgrade and Replacement in the Overstrand Municipal Area	Infrastructure and Planning	R 13 781 744.65
SC1818/2017	Transversal Term Contract RT 57-2016: Supply & Delivery of Vehicles, Light and Heavy Commercial Vehicles, Busses and Motor Cycles to the State for the period 1 July 2016 to 31 March 2018	Community Services	R 10 807 200.00
SC1758/2017	Supply and Delivery of Plumbing Material, Plumbing Tools and Irrigation Items for a Contract Period Ending 30 June 2020	Finance	R 10 371 904.08
SC1697B/2016	Upgrading of Stanford Waste Water Treatment Works: Civil Works	Infrastructure and Planning	R 6 497 583.79
SC1601A/2015	Provision and Administration of Electricity Prepayment Vending System for a contract period ending 30 June 2018 - Amendment of Contract	Finance	R 4 681 995.00
SC1644A2015	SC1644/2015: Transversal: Provision of Banking Services - Amendment of Contract	Finance	R 3 249 878.94
SC1675A/2015	Upgrade, Maintenance and Support of Overstrand Municipality's Radio Frequency Network for a contract period ending 30 June 2018 - Amendment of Contract	Management Services	R 1 810 955.82
SC1660A/2015	Provision of Multi-Functional Office Machines to Overstrand Municipality for a contract period ending 30 November 2018 - Amendment of Contract	Management Services	R 433 195.72

Bid number	Title of bid	Directorate and section	Value of bid awarded
SC867C/2010	Operation of the Mechanised Material Recovery Facility (MMRF) at the Hermanus Solid Waste Transfer Station - Amendment of Contract	Infrastructure and Planning	Escalation amended from Baxter formula to CPI

Table 61: Awards made by the Accounting Officer

d) Appeals Lodged by Aggrieved Bidders

Tender No	Description	Awarded to	Complainant	Date received	Outcome	Outcome Date
SC1742/2016	Supply & Delivery of Electrical Inventory items for a contract period ending 30 June 2020	Various bidders	F. Luke t/a Supreme Electrical	2017/07/18	Resolved - Award upheld	2017/11/28
SC1765/2017	Provision of cleaning services: Gansbaai/Stanford area for a contract period ending 30 June 2020	Henry Moses Spandiel Projects	TM Siswana	2017/09/08	Resolved - Award upheld	2017/09/29
SC1808/2017	Supply & delivery and/or application of fertilizer on sports fields in the Overstrand for a contract period ending 30 June 2020	Afriserv (Pty) Ltd.	Celtic Corp Trading (Pty) Ltd.	2017/10/31	Resolved - Award upheld	2017/11/29
SC1840/2018	Management of Short-Term Insurance Portfolio of the Overstrand Municipality for a contract period ending 30 June 2021	Aon SA (Pty) Ltd	Lateral Unison Insurance Brokers (Pty) Ltd	2018/06/08	Appeal dismissed	2018/06/18

Table 62: Appeals lodged by aggrieved bidders

2.15.2 Deviation from Normal Procurement Processes

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

Type of deviation	Number of deviations	%	Value of deviations	Percentage of total deviations value
Clause 36(1)(a)(i)- Emergency	21	3.17%	R 3 036 343.09	25.81%
Clause 36(1)(a)(ii)- Sole Supplier	15	2.26%	R 968 991.99	8.24%
Clause 36(1)(a)(iii)- Unique arts	0	0%	R0	0%
Clause 36(1)(a)(v)- Impractical / impossible	627	94.57%	R 7 761 085.12	63.74%
Total	**663**	**100%**	**R 11 766 420.20**	**100%**

Table 63: Summary of deviations

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

Type of deviation	Number of deviations	%	Value of deviations
Strip-and-quote	4	0.60%	R 154 100.66
Impractical / impossible	38	5.73%	R 1 602 174.69
Unskilled Labour (LLPP)	0	0%	R0.00
Acquisition of legal services	225	33.94%	R 3 630 171.49
Advertisements	205	30.92%	R 1 147 234.80
Accommodation and travel	46	6.94%	R 280 271.95
Membership and subscription	10	1.51%	R 53 387.20
Conferences and workshops	21	3.17%	R 211 202.41
Use of couriers	4	0.60%	R 48 336.50
Sheriffs of the court	74	11.16%	R 372 592.09
Inadequate procurement planning	0	0	R0.00
Total	**627**	**100%**	**R 7 761 085.12**

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

2.15.3 Logistics Management

The system of logistics management must ensure the following:

- ➔ the monitoring of spending patterns on types or classes of goods and services incorporating, where practical, the coding of items to ensure that each item has a unique number;
- ➔ the setting of inventory levels that includes minimum and maximum levels and lead times wherever goods are placed in stock;

- the placing of manual or electronic orders for all acquisitions other than those from petty cash;
- appropriate standards of internal control and warehouse management to ensure that goods placed in stores are secure and only used for the purpose for which they were purchased;
- Monitoring and review of the supply vendor performance to ensure compliance with specifications and contract conditions for particular goods or services.

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

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

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

As at 30 June 2018, the value of stock at the municipal stores amounted to **R7, 322,423.16 (R6, 639,547.02 in 2016/2017).**

For the **2017/2018** financial surplus of **R1.70** was accounted for (**R0.00 in 2016/2017),** as deficits **–R18.32** (**–R384.53** in **2016/17**) and no damaged stock items were reported.

Chapter 3

This chapter provides an overview of the key service achievements of the municipality that came to fruition during 2017/18 in terms of the deliverables achieved compared to the key performance objectives and indicators in the IDP. It furthermore, includes an overview on achievement in 2017/18 compared to actual performance in 2016/17.

3.1 OVERVIEW OF PERFORMANCE WITHIN THE ORGANISATION

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

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

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

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

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

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

3.1.1 LEGISLATIVE REQUIREMENTS

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

3.1.2 ORGANISATIONAL PERFORMANCE

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

This report highlight the strategic performance in terms of the municipality's Top Layer Service Delivery Budget Implementation Plan (SDBIP), high level performance in terms of the National Key Performance Areas, performance on the National Key Performance Indicators prescribed in terms of section 43 of the Municipal Systems Act, 2000 and an overall summary of performance on a functional level and municipal services.

3.1.3 THE PERFORMANCE SYSTEM FOLLOWED FOR 2017/18

a) Adoption of a Performance Management Framework

The municipality adopted a performance management framework that was approved by Council on 25 June 2014. The PMF was reviewed in the 2017/18 financial year and adopted by Council on 30 May 2018.

b) The IDP and the Budget

The 2017/2021 IDP (new 5 year IDP cycle) and the budget for 2017/18 were approved by Council on 31 May 2017. The IDP process and the performance management process are integrated. The IDP fulfils the planning stage of performance management. Performance management in turn, fulfils the implementation management, monitoring and evaluation of the IDP.

The strategy map below illustrates the strategic link of the focus areas of the municipality with the National Key Performance Areas. The National Key Performance Areas is aligned with the strategic objectives that were identified in the 2017/2021 IDP.

During the 2017/2021 IDP the Vision, Mission and Strategic goals of the Municipality remained unchanged.

Vision

"To be centre of excellence for the community"

Mission

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

National Key Performance areas (KPA's)

1. Municipal Transformation and Institutional Development
2. Municipal Financial Viablity and Management
3. Good Governance and Public Participation
4. Basic Service Delivery
5. Local Economic Development

Municipal Focus Areas (MFA's)

i). Safe and Healthy environment
ii). Optimisation of financial resources
iii) Good Governance
iv). Basic Service Delivery
v). Social upliftment and economic development

Municipal Strategic Objectives

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

Figure 6: 2017/2021 IDP review strategic direction

c) The Service Delivery and Budget Implementation Plan (SDBIP)

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

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

The MFMA Circular No.13 prescribes that:

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

The SDBIP was prepared as described in the paragraphs below and the Top Layer SDBIP was approved by the Executive Mayor on 12 June 2017.

d) The municipal scorecard (Top Layer SDBIP)

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

- **One-year** detailed plan, but should include a **three-year capital plan**

The 5 necessary components include:

- Monthly projections of revenue to be collected for each source
- Expected revenue to be collected NOT billed
- Monthly projections of expenditure (operating and capital) and revenue for each vote
- Section 71 format (Monthly budget statements)
- Quarterly projections of service delivery targets and performance indicators for each vote
- Non-financial measurable performance objectives in the form of targets and indicators
- Output NOT input / internal management objectives
- Level and standard of service being provided to the community
- Ward information for expenditure and service delivery
- Detailed capital project plan broken down by ward over three years.

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

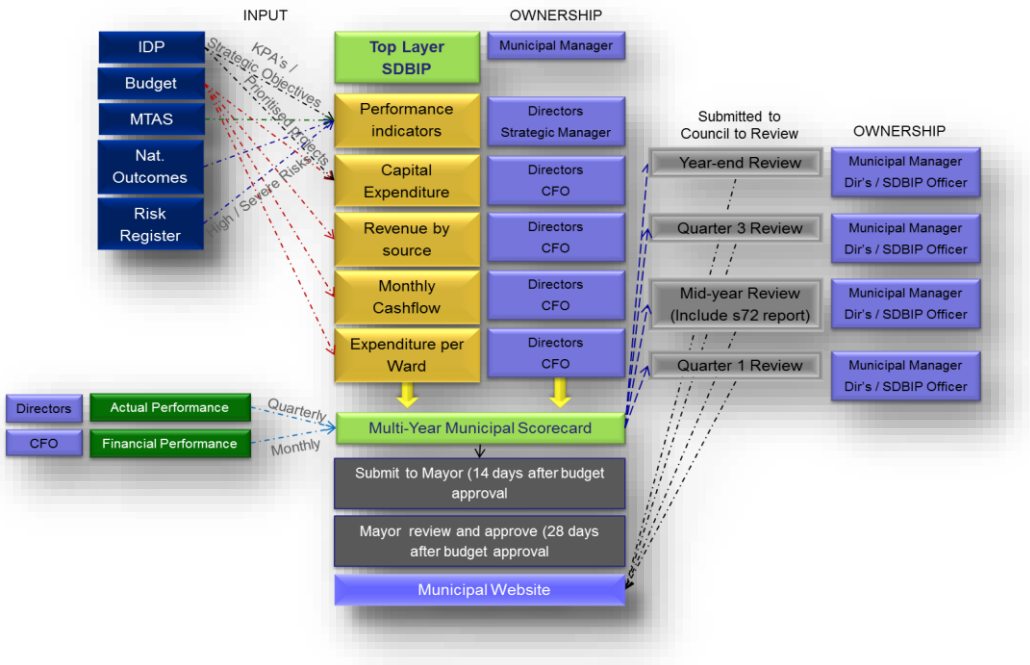


Figure 7: Establishment, components and review of the Top layer SDBIP

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

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

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

e) Directorate/Departmental scorecards

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

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

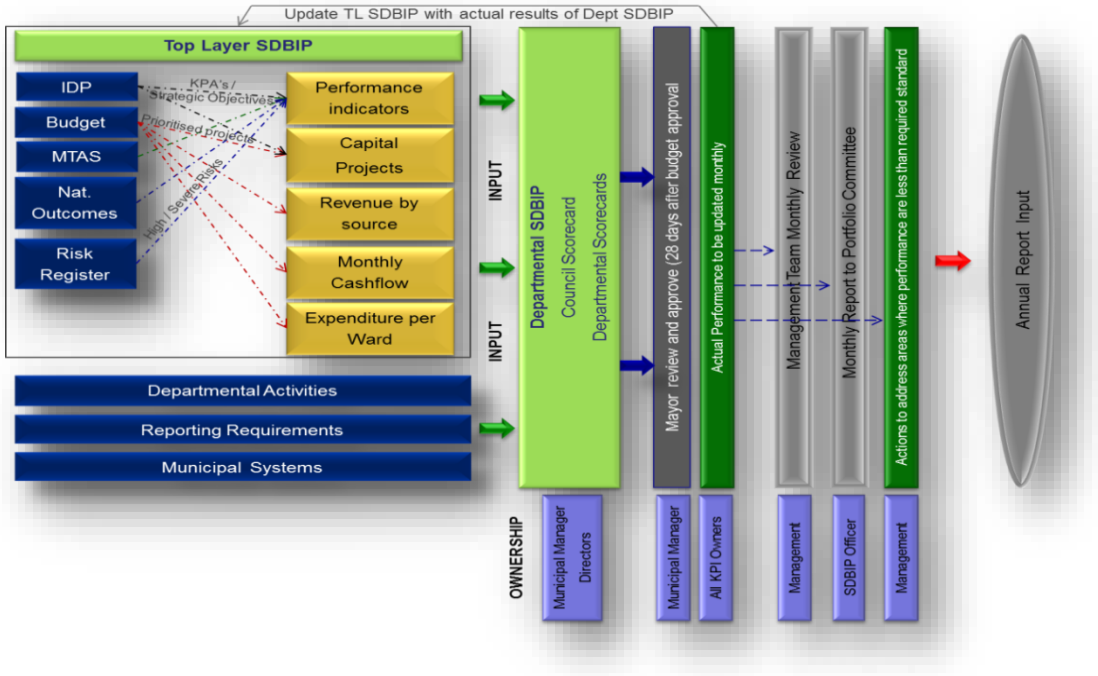


Figure 8: Establishment, components and review of Departmental SDBIP

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

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

f) Actual performance

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

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

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

3.1.4 PERFORMANCE MANAGEMENT

Performance management is prescribed by Chapter 6 of the Municipal Systems Act, Act 32 of 2000 and the Municipal Planning and Performance Management Regulations, 796 of August 2001. Section 7 (1) of the aforementioned regulation states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organized and managed, including determining the responsibilities of the different role players." This framework, *inter alia*, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance. The municipality adopted a performance management framework (PMF) that was approved by Council on 25 June 2014. The PMF was reviewed in the 2017/18 financial year and adopted by Council on 30 May 2018.

a) Organisational Performance

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

- The Top Layer SDBIP was approved by the Mayor on 12 June 2017 and the information was loaded on an electronic web based system.
- The web based system sent automated e-mails to the users of the system as a reminder to all staff responsible for updating their actual performance against key performance indicator targets by the 10th of every month for the previous month's performance.
- Additionally, the performance system administrator reminded all departments on a monthly basis to update their actual performance on the web based system.
- The first quarterly report was submitted to Council on the 25th of October 2017 (Agenda item 5.10) and the second quarterly report submitted on the 24th of January 2018 (Agenda item 4.9). The third quarter report was submitted to Council on the 25th of April 2018 (Agenda item 5.9) and the 4th quarter report was submitted on the 25th of July 2018 (Agenda item 4.8).
- The Quarterly SDBIP performance reports are also submitted to the Joint Audit and Performance Audit Committee (JAPAC). The quarterly reports were submitted to the Joint Audit and Performance Audit Committee on the 27th of September 2017, 13th of March 2018 and the 27th of June 2018.
- Internal Audit performed a statutory compliance review which included revision of the information contained in the budget / SDBIP and reviewed IDP and reported thereon. In addition, a compliance review was performed on the submission of the budget / SDBIP and performance agreements of managers reporting directly to the Municipal Manager to ensure compliance to the relevant legislative requirements.

b) Individual Performance Management

Municipal Manager and Managers directly accountable to the Municipal Manager

The Municipal Systems Act, 2000 (Act 32 of 2000) prescribes that the municipality must enter into performance based agreements with the all s57-employees and that performance agreements must be reviewed annually. This process and the format are further regulated by Regulation 805 (August 2006). The performance agreements for the 2017/18 financial year were signed on 27 June 2017 as prescribed.

The appraisal of the actual performance in terms of the signed agreements takes place twice per annum as regulated. Period ending 30 June 2017: Formal evaluations took place on 6 November 2017. Period ending 31 December 2017: Formal evaluations took place 12 March 2018.

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

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

Other municipal personnel:

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

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

3.2 INTRODUCTION TO STRATEGIC AND MUNICIPAL PERFORMANCE FOR 2017/18

3.2.1 STRATEGIC SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN (TOP LAYER)

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

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

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

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

Figure 9: SDBIP Measurement Categories

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

The graph below displays the overall performance per Strategic objective for 2017/18

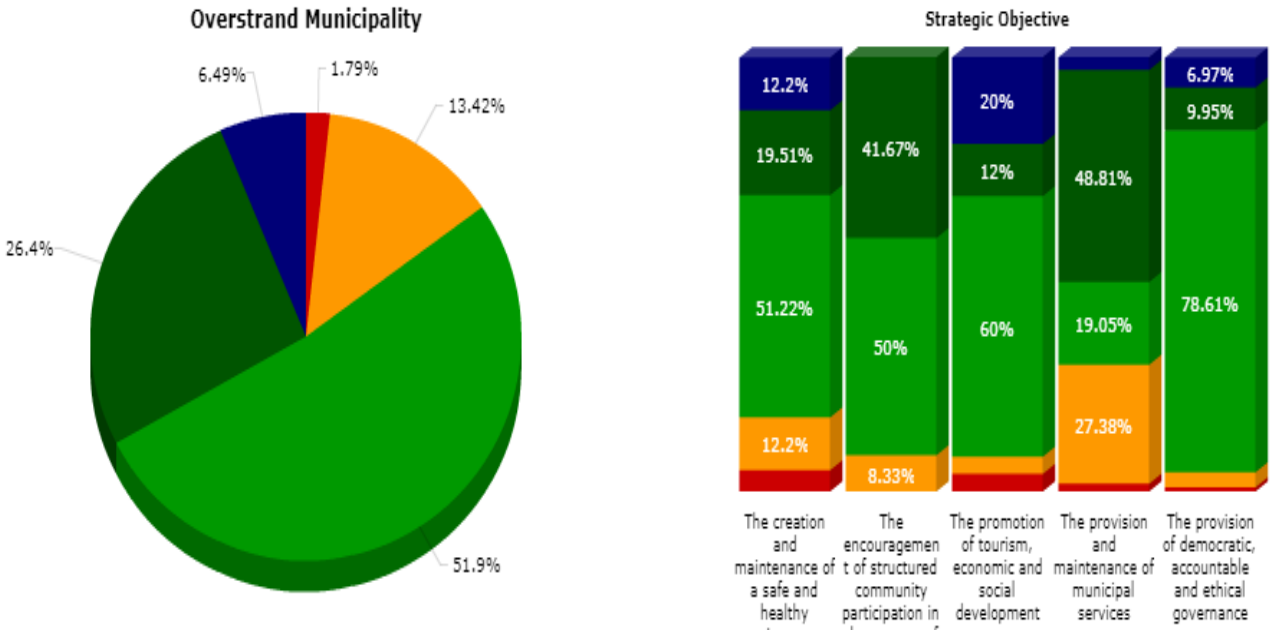


Figure 10: Overall performance per Strategic Objective

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

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

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018							
						Target					Actual		Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target			
TL1	The provision of democratic, accountable and ethical governance	98% of the operational conditional grant (Libraries, CDW) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries, CDW)	All	86.07%	20%	50%	75%	98 %	98%	93%		Service provider failed to install lift in Kleinmond. (June 2018) Requested roll-over of funding to 2018/2019
TL7	The provision of democratic, accountable and ethical governance	Submit progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	All	3	1	1	1	1	4	4		Target Met

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/ 2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL15	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the available cash to cover fixed operating expenditure ((Available cash+ investments)/ Monthly fixed operating expenditure)	Ratio achieved	All	5.18	0	0	0	3	3	6.56	Target extremely well met
TL16	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations ((Total operating revenue-operating grants received)/ debt service payments due within the year) (%)	Ratio achieved	All	20.09%	0%	0%	0%	12 %	12%	19.79%	Target extremely well met

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/ 2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL17	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services)	% achieved	All	9.86%	0%	0%	0%	12.20%	12.20%	10.55%	Target extremely well met
TL18	The provision of democratic, accountable and ethical governance	Financial statements submitted to the Auditor-General by 31 August 2017	Financial statements submitted	All	1	1	0	0	0	1	1	Target Met
TL19	The provision of democratic, accountable and ethical governance	Submit a reviewed long term financial plan by end of October 2017	Submission of long term financial plan	All	1	0	1	0	0	1	1	Target Met
TL22	The provision of democratic, accountable and ethical governance	The percentage of a municipality's budget (training budget) actually spent on implementing its workplace skills plan (Actual expenditure divided by the budget allocated)	% of the training budget spent on implementation of the WSP	All	99.50%	20%	40%	60%	100%	100%	99.87%	0.03% left on budget. Amount insufficient to procure training of staff.

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018							
						Target					Actual		Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target			
TL23	The provision of democratic, accountable and ethical governance	Review the Municipal Organisational Staff Structure by the end of June 2018	Structure reviewed	All	1	0	0	0	1	1	1		Target Met
TL24	The provision of democratic, accountable and ethical governance	Revise the Section 14 Access to Information Manual by the end of June 2018 to ensure compliant and up to date policies	Manual revised	All	1	0	0	0	1	1	1		Target Met
TL25	The provision of democratic, accountable and ethical governance	92% of the approved and funded organogram filled {(actual number of posts filled dived by the funded posts budgeted) x100}	% filled	All	89%	92%	92%	92%	92 %	92%	93.40%		Target well met

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL26	The provision of democratic, accountable and ethical governance	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	The number of people from EE target groups employed	All	63	65	65	65	65	65	70	Target well met
TL41	The provision of democratic, accountable and ethical governance	Achieve a debt recovery rate not less than 96% (Receipts/ total billed for the 12 month period x 100)	% Recovered	All	99.44%	96%	96%	96%	96 %	96%	99.64%	Target well met
TL43	The provision of democratic, accountable and ethical governance	Sign section 56 performance agreements with all directors by the end of July	Number of agreements signed	All	6	6	0	0	0	6	6	Target met

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL44	The provision of democratic, accountable and ethical governance	Monitor the implementation of the action plan developed to address all the issues raised in the management letter of the Auditor General and submit quarterly progress reports to Executive Mayor	Number of progress reports monitored and submitted to Executive Mayor	All	4	1	1	1	1	4	5	Target well met
TL45	The provision of democratic, accountable and ethical governance	Bi-annual formal performance appraisals of the section 56 appointees for the previous financial period April to June 2017 to be completed by Sept 2017 and the current period October to December 2017 to be completed by February 2018.	Number of appraisals	All	12	6	0	6	0	12	12	Target met

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018							
						Target					Actual		Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target			
TL46	The provision of democratic, accountable and ethical governance	Submit the final Annual report and oversight report of Council before 31 March	Final Annual report and oversight report completed	All	1	0	0	1	0	1	1		Target met
TL47	The provision of democratic, accountable and ethical governance	Prepare the final IDP for submission to Council by the end of May	Final IDP submitted	All	1	0	0	0	1	1	1		Target met
TL48	The provision of democratic, accountable and ethical governance	Draft the annual report and submit to the Auditor-General by the end of August	Draft Annual report completed	All	1	1	0	0	0	1	1		Target met
TL49	The provision of democratic, accountable and ethical governance	Submit the Final MTREF budget by the end of May	Budget submitted	All	1	0	0	0	1	1	1		Target met

Table 65: Top Layer SDBIP- Provision of democratic, accountable and ethical governance

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

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

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL6	The encouragement of structured community participation in the matters of the municipality	Ward committee meetings held to facilitate consistent and regular communication with residents	Number of ward committee meetings per ward per annum	ALL	9	2	2	2	2	8	8	Target met

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

c) Top Layer SDBIP- The Creation of a Safe and Healthy Environment

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

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL27	The creation and maintenance of a safe and healthy environment	Annually review and submit Disaster Management Plan to the District by the end of June 2018	Reviewed plan submitted	All	1	0	0	0	1	1	0	The reviewed plan will be tabled at the next council meeting i.e. 29 August 2018
TL28	The creation and maintenance of a safe and healthy environment	Arrange public awareness sessions on Protection Services	Number of sessions held	All	88	10	17	32	31	90	84	Target not met due to Community unrest across the jurisdiction
TL29	The creation and maintenance of a safe and healthy environment	Review the Fire Management Plan by the end of June 2018	Plan reviewed	All	1	0	0	0	1	1	0	The item will be tabled at the next Council meeting i.e. 29 August 2018

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL30	The creation and maintenance of a safe and healthy environment	Collect R20,000,000 Public Safety Income by 30 June 2018 (Actual Revenue, excluding the fines impairment amount)	R-value of public safety collected income	All	R 40,357,315	R 5,000,000	R 5,000,000	R 5,000,000	R 5,000,000	R 20,000,000	R 20,167,776	Target well met

Table 67: Top Layer SDBIP - Creation and Maintenance of a safe and healthy environment

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

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

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL8	The promotion of tourism, economic and social development	Provide three reports on LED and Tourism initiatives to Council by end June 2018	Number of reports on LED & Tourism initiatives	All	3	0	1	1	1	3	3	Target met
TL9	The promotion of tourism, economic and social development	Report to Executive Mayor on Grants to festival organisers through Service Level Agreements (SLA) by end July 2017	Number of reports submitted	All	1	1	0	0	0	1	1	Target met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL10	The promotion of tourism, economic and social development	Support 80 SMME's in terms of the SMME Development Programme by 30 June 2018	Number of SMME's supported	All	92	10	30	10	30	80	92	Target well met
TL11	The promotion of tourism, economic and social development	Raise funds for local economic development through financial and non-financial resources mobilisation	Number of MOU's entered into and amount generated	All	1	0	3	0	3	6	3	Funding opportunities explored as and when available.
TL12	The promotion of tourism, economic and social development	Manager LED to report quarterly to Director LED on linkages established with other spheres of government, agencies, donors, SALGA and other relevant bodies for benefit of local area/Stakeholder engagement and creation of partnerships to broaden economic benefit for local communities	Quarterly report on linkages established. Database of Stakeholders/ No of initiatives	All	4	1	1	1	1	4	4	Target met
TL13	The promotion of tourism, economic and social development	The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 500 work opportunities)	Number of temporary jobs created	All	828	150	160	95	95	500	994	Target extremely well met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL14	The promotion of tourism, economic and social development	Monthly monitor the statistics on the usage of the LED Walk-in Centre (outreach & referral purposes) through the attendance registers	Monthly registers on LED outreach statistics (walk in centre)	All	12	3	3	3	3	12	12	Target met
TL42	The promotion of tourism, economic and social development	Support 30 SMME's in terms of the Emerging Contractor Development Programme by 30 June 2018	Number of Emerging Contractors supported	All	48	0	15	0	15	30	43	Target well met

Table 68: Top Layer SDBIP - The promotion of Tourism, Economic and Social Development

f) Top Layer SDBIP – Basic Service Delivery

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

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL2	The provision and maintenance of municipal services	m² of roads patched and resealed according to Pavement Management System within available budget	m² of roads patched and resealed	All	135,298	0	15,000	65,000	100,000	100,000	112,932	Target well met

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018						
						Target					Actual	Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target		
TL3	The provision and maintenance of municipal services	Quality of effluent comply 90% with general limit in terms of the Water Act (Act 36 of 1998)	% compliance	All	92.93%	90%	90%	90%	90%	90%	93.50%	Target well met
TL4	The provision and maintenance of municipal services	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	All	98.87%	95%	95%	95%	95%	95%	98%	Target well met
TL5	The provision and maintenance of municipal services	Limit unaccounted water to less than 20% {(Number of kilolitre water purified - Number of kilolitre water sold)/Number of kilolitre purified x 100)}	% of water unaccounted for	All	19.14%	0%	0%	0%	20%	20%	18.82%	Target extremely well met
TL 20	The provision and maintenance of municipal services	Limit electricity losses to 7.5% or less {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated) 100}	% of electricity unaccounted for	All	7.37%	0%	0%	0%	7.50 %	7.50%	5.12%	Target extremely well met

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/ 2017	Overall Performance for 2017/2018							Corrective Measures
						Target					Actual		
						Q1	Q2	Q3	Q4	Annual Target			
TL 21	The provision and maintenance of municipal services	Report on the implementation of the Water Service Development plan annually by the end of October 2017	Report submitted	All	1	0	1	0	0	1	1		Target met
TL 31	The provision and maintenance of municipal services	Provision of water to informal households based on the standard of 1 water point to 25 households	The number of taps installed in relation to the number of informal households.	All	252	0	0	0	252	252	253		Target well met
TL 32	The provision and maintenance of municipal services	Provision of cleaned piped water to all formal households within 200 m from households	No of formal households that meet agreed service standards for piped water	All	34,449	0	0	0	29,329	29,329	29,174		The difference in the figures however relates to the following aspects: - Consolidation of properties; Removal of meters on request of property owners and the general redevelopment of properties on the initiative of property owners.

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018							
						Target					Actual		Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target			
TL 33	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all formal households at least once a week (A household is defined as a residential unit billed for the particular services rendered by way of the financial system (SAMRAS))	Number of formal households for which refuse is removed at least once a week	All	32,029	0	0	0	32,029	32,029	32,695		Target well met
TL 34	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all informal households at least once a week	Number of weekly removal of refuse in informal households (Once per week = 52 weeks per annum	All	52	0	0	0	52	52	52		Target met
TL 35	The provision and maintenance of municipal services	Provision of Electricity: Number of metered electrical connections in formal areas (Eskom Areas excluded) (Definition: Refers to residential households (RE) and pensioners (PR) as per Finance departments billed households)	Number of formal households that meet agreed service standards	All	20,916	0	0	0	20,400	20,400	21,048		Target well met

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018							
						Target					Actual		Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target			
TL 36	The provision and maintenance of municipal services	Provision of free basic electricity, refuse removal, sanitation and water in terms of the equitable share requirement	Number of Indigent households	All	7,418	7,300	7,300	7,300	7,300	7,300	7,385		Target well met
TL 37	The provision and maintenance of municipal services	Percentage of a municipality's capital budget actually spent on capital projects identified for 2017/18 in terms of the municipality's IDP {(Actual amount spent and commitments on projects as identified for the year in the IDP/Total amount budgeted on capital projects)X100}	% of the capital budget spent	All	98%	5%	20%	55%	95%	95%	90.13%		Actual spending would have been 91% if the rollover budget is taken into account. MIG funding could not be 100% spent due the liquidation of contractors and riots. Delays also occurred in some tender processes e.g. the Stanford WWTW upgrade and the Kidbrooke Sewerage Pipeline project. (June 2018) Rollover budget will be spent in the new financial year.

Ref	Strategic Objective	KPI	Unit of Measurement	Ward	Actual 2016/2017	Overall Performance for 2017/2018							
						Target					Actual		Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target			
TL 38	The provision and maintenance of municipal services	The provision of sanitation services to informal households based on the standard of 1 toilet to 5 households	The number of toilet structures provided in relation to the number of informal households	All	794	0	0	0	794	794	794		Target met
TL 39	The provision and maintenance of municipal services	Provision of sanitation services to formal residential households (A household is defined as a residential unit billed for the particular services rendered by way of the financial system (SAMRAS))	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	All	28,841	0	0	0	28,841	28,841	29,165		Target well met
TL 40	The provision and maintenance of municipal services	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2018 (Actual MIG expenditure /Allocation received)	% Expenditure of allocated funds	All	100%	5%	20%	50%	100%	100%	79.70%		Due to liquidation of contractor and riots (June 2018) Funding to be rolled over for 2018/2019

Table 69: Top Layer SDBIP- Basic Service Delivery

3.2.2 EXTERNAL SERVICE PROVIDER PERFORMANCE

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

External service provider/s performing an external mechanism function (Sect 76(b)(iv/v)) and comparison to previous financial year (sect 46(b) of the Systems Act 2000 (2017/2018)								
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (2016/17)**	**Comment and/or corrective action when under performed**	**Average rating (2017/2018)**	**Comment and/or corrective action when under performed**
INFRASTRUCTURE & PLANNING								
Operation of the Gansbaai landfill and public drop-offs in greater Gansbaai and Stanford	Enviro serv waste management (Pty) ltd	Operation of the Gansbaai landfill	8.6	Positive effect on public's perception of Municipal service delivery	3	Satisfactory	3	Satisfactory
				Compliance with environmental "duty of care" principle	3	Satisfactory	3	Satisfactory
				Compliance with specified response times	3	Satisfactory	3	Satisfactory
				Compliance with rendering specified service	3	Satisfactory	3	Satisfactory
				Compliance with OHS act regulations	3	Satisfactory	3	Satisfactory
Water and waste water treatment operations management contract.	Veolia Water Solutions & Technologies South Africa	Operation and Maintenance	15.0	Completion within Budget	3	Satisfactory	3	Satisfactory
				Compliance with Health & Safety	3	Satisfactory	3	Satisfactory
				Compliance with Technical Specifications	3	Satisfactory	3	Satisfactory
				Compliance within Programme	3	Satisfactory	3	Satisfactory

Table 70: External Service Provider performance

3.2.3 SERVICE PROVIDERS STRATEGIC PERFORMANCE

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

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

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

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

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

Section 116(2) of the MFMA further states:

The accounting officer of a Municipality must:

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

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

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

i. Office of the Municipal Manager

None

ii. Economic Development and Tourism

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
LED						
Office Accommodation: 3 Myrtle Street, Hermanus	Arvesco 100 (Pty) Ltd.	Leasing of Office Accommodation	2.7	Access	**3**	Satisfactory
Provision of a parking management system for Hermanus Central Business District (CBD) for a contract period ending 30 June 2020	Afrilandscapes	Provision of Parking Management Services for CBD	2.4	Back End (Office) Platform	**3**	Satisfactory
				Communication	**3**	Satisfactory
				Health and Safety	**3**	Satisfactory
				Information Signs	**3**	Satisfactory
				Job Creation	**3**	Satisfactory
				Management	**3**	Satisfactory
				Management Reports	**3**	Satisfactory
				Parking Bays	**3**	Satisfactory
				Record Keeping	**3**	Satisfactory
				The 'Park, Pay and Display' printed receipt	**3**	Satisfactory
				The System	**3**	Satisfactory

Table 71: Service Provider Performance- Economic Development and Tourism Services

iii. Financial Services

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Finance						
Payment collection system	Easypay (Pty) Ltd.	Collection of 3rd party monies	15.4	Timeous Deposits	**3**	Satisfactory
Provision of loan finance to Overstrand Municipality	Absa Corporate & Business Bank	External loan finance	15.0	Interest Rate	**3**	Satisfactory
Provision of transit of monies for a contract ending 30 June 2018	Fidelity Cash Solutions (Pty) Ltd.	Timeously collection of monies	3.0	Timeously collection of monies	**3**	Satisfactory
Provision of water and electricity meter reading services for a period ending 30 June 2018	Botes MPP	Timeously presentation of meter readings	3.0	Timeously presentation of meter readings	**3**	Satisfactory
Provision of meter reading software for a contract period ending 30 June 2018	Smart Metro (Pty) Ltd.	Software for meter readings	3.0	Provision of software for meter readings	**3**	Satisfactory
Provision of water and electricity meter reading services for a contract period ending 30 June 2018	Arendse RW	Reading of meters	2.9	Monthly reading of water and electricity meters	**3**	Satisfactory
Provision of water and electricity meter reading services for a contract period ending 30 June 2018	Van Wyk CE	Meter readings	3.0	Monthly reading of meters	**3**	Satisfactory
Provision of water and electricity meter reading services for a contract period ending 30 June 2018	C And A Johnson Meterleesdienste CC	Reading of meters	3.0	Timeously presenting of meter readings	**3**	Satisfactory
Provision and administration of an electricity prepayment vending system for a contract period ending 30 June 2018	Syntell (Pty) Ltd.	Provision and administration of Prepaid Electricity	3.0	Provision and Administration of Prepaid Vending	**3**	Satisfactory
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2018	Startune (Pty) Ltd.	Supply and delivery of tissue paper products	2.9	Supply and delivery of tissue paper products and cleaning materials	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Finance						
				for a contract period ending 30 June 2018.		
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2018	Capri Chem	Supply and delivery of tissue paper products	2.9	Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2018.	**3**	Satisfactory
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2018	AWV Project Management (Pty) Ltd.	Supply and delivery of tissue paper products	2.9	Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2018	**3**	Satisfactory
Supply and delivery of hardware, paint & lubricant products for a contract period ending 30 June 2018	Startune (Pty) Ltd.	Supply and delivery of hardware, paint & lubricant	2.9	Supply and delivery of hardware, paint & lubricant products, for a contract period ending 30 June 2018	**3**	Satisfactory
Supply and delivery of hardware, paint & lubricant products for a contract period ending 30 June 2018	Botrivier Boeremark	Supply and delivery of hardware, paint & lubricant	2.9	Supply and delivery of hardware, paint & lubricant products for a contract period ending 30 June 2018	**3**	Satisfactory
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2018.	Shosho Industrial Supplies CC	Supply and delivery of hardware, paint & lubricant	2.9	Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2018.	**3**	Satisfactory
Provision of online electronic Deeds, CIPC and Credit search services for a contract period ending 30 June 2018.	E4 Strategic (Pty) Ltd.	Electronic Deeds, Cips & Credit Searches	2.9	Accuracy Of Invoices	**3**	Satisfactory
				Online Link To Deeds Office	**2**	Unsatisfactory
Supply and delivery of protective clothing for a contract period ending 30 June 2018	Trf Sport	Supply And Delivery Of Protective Clothing For A C	2.8	Supply and delivery of protective clothing for a contract period ending 30 June 2018	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Finance						
Management of short- term insurance portfolio of the Overstrand Municipality for a contract period ending 30 June 2018	Nico Swart Consultancy (Pty) Ltd. - Doc's In Safe	Insurance Services	2.7	Timeous processing of claims	**3**	Satisfactory
Transversal agreement: Contract 24/2013: Provision of banking services for a contract period of 2years,ending 30 November 2017-Langeberg Local Municipality	Absa Bank Ltd.	Banking Services	2.0	Banking Services	**3**	Satisfactory
Core financial business system	Bytes Universal Systems, A Division of Altron TMT (Pty) Ltd.	Financial System	3.0	Deliver financial system services within agreed time, cost and quality	**1**	Poor
Software to manage the debt collection from residents whose payments of municipal rates and taxes are in areas	Geodebt Solutions Cc	Software to manage debt collection	3.0	Manage debt collection	**3**	Satisfactory
Human Resources Management and Payroll Business System	Payday Software Systems (Pty) Ltd.	Human Resources Management and Payroll Business Sy	3.0	Human Resources Management and Payroll Business System	**3**	Satisfactory
Supply and delivery of protection clothing, safety boots & shoes to Overstrand Municipality for a contract period ending 31 October 2018.(Transversal contract R0814-15 Eden District Municipality)	TRF Sport	Supply and delivery of protection clothing, safety	2.2	Supply and delivery of protection clothing, safety boots & shoes to Overstrand Municipality for a contract period ending 31 October 2018	**3**	Satisfactory
Supply and delivery of protection clothing, safety boots & shoes to Overstrand Municipality, for a contract period ending 31 October 2018. (Transversal contract R0814-15 Eden District Municipality)	Startune (Pty) Ltd.	Supply and delivery of protection clothing, safety	2.2	Supply and delivery of protection clothing, safety boots & shoes to Overstrand Municipality for a contract period ending 31 October 2018	**3**	Satisfactory
			3.0	Time, cost & quality	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Finance						
Supply and delivery of printing paper, ink toners, cartridges and ribbons to Overstrand municipality for contract period ending 30 June 2020	Palmerton Cartridges	Delivery of printing paper, ink toners, cartridges		Time, cost, quality	**3**	Satisfactory
Supply and delivery of printing paper, ink toners, cartridges and ribbons to Overstrand Municipality for contract period ending 30 June 2020	Complete printer solutions (Pty) Ltd.	Delivery of printing paper, ink toners, cartridges	3.0	Time, cost & quality	**3**	Satisfactory
Disconnection & reconnection of electricity supply and installation & removal of water flow restrictions for a contract period ending 30 June 2020	Red ant security relocation & eviction services (Pty)Ltd. (me	Disconnection and reconnection of services	3.0	Disconnection and reconnection of services	**3**	Satisfactory
Printing and distribution of municipal accounts and newsletters for a contract period ending 30 June 2020	Cab holdings (Pty) Ltd.	Printing and distribution of municipal accounts & newsletters	3.0	Printing and distribution of Municipal accounts and Newsletters	**3**	Satisfactory
Compilation of supplementary valuation rolls for the contract period ending 30 June 2020	Boland Valuers	Specialized nature - MPRA requirements	3.0	Data in the right format	**3**	Satisfactory
				Reports handed in in time.	**3**	Satisfactory
Auctioneering services for a contract period ending 30 June 2020	Claremart Auctioneers (Pty) Ltd.	Auctioneering of immoveable assets	2.9	Successful completion of auction for immoveable property	**3**	Satisfactory
Auctioneering services for a contract period ending 30 June 2020	Ikapa Express Auctioners (Pty) Ltd.	Auctioneering service for moveable assets	2.9	Successful completion of auction for moveable assets	**3**	Satisfactory
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Universal Trading	Supply and delivery of plumbing material, plumbing	2.9	Time, cost & quality	**3**	Satisfactory
				Time, cost & quality	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Finance						
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Ikapa Reticulation & Flow	Time, cost & quality	2.9	Time, cost & quality	**3**	Satisfactory
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Startune (Pty) Ltd.	Supply and delivery of plumbing material, plumbing	2.9	Time, cost & quality	**3**	Satisfactory
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Elster Kent Metering (Pty) Ltd.	Supply and delivery of plumbing material, plumbing	2.9	Time, cost & quality	**3**	Satisfactory
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Flo-rite Irrigation	Supply and delivery of plumbing material, plumbing	2.9	Time, cost & quality	**3**	Satisfactory
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Joat Sales And Services (Pty) Ltd.	Supply and delivery of plumbing material, plumbing	2.9	Time, cost & quality	**3**	Satisfactory
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Elite Investhold (Pty) Ltd.	Supply and delivery of plumbing material, plumbing	2.9	Time, cost & quality	**3**	Satisfactory
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Afg Fluid Control (Pty) Ltd.	Supply and delivery of plumbing material, plumbing	2.9	Time, cost & quality	**3**	Satisfactory
Supply and delivery of plumbing material, plumbing tools and irrigation items for a contract period ending 30 June 2020	Ukheto Projects (Pty) Ltd.	Supply and delivery of plumbing material, plumbing	2.9	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Supreme Electrical Supplies	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Finance						
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Progressive Energy CC	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	WCC Cables (Pty) Ltd. - Bank Change	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Lesedi Reticulation (Pty) Ltd.	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Landis And Gyr (Pty) Ltd.	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Siyphambili Electrical And Industrial Supplies CC	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Strike Technologies	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Aberdare Cables (Pty) Ltd.	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Powercomm Solutions (Pty) Ltd.	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Reliance Group Trading (Pty) Ltd.	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Finance						
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Startune (Pty) Ltd.	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Jocastro (Pty) Ltd.	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Powertech Transformers	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	Strike Techonologies a Division of Penbro Kelnick (Pty) Ltd.	Supply and delivery of electrical inventory items	2.8	Time, cost & quality	**3**	Satisfactory
Amendment: transversal agreement: contract 24/2013: provision of banking services for a contract period of 19 months, ending 30 June 2019 -Langeberg Local Municipality.	Absa Bank Ltd.	Banking services	1.6	Banking services	**3**	Satisfactory

Table 72: Service Provider Performance - Financial Services

iv. Management Services

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Management Services						
Maintenance of fire detection and suppression system of the Overstrand ITC server room for a contract period ending 30 June 2018	Atlas Fire Security (Pty) Ltd.	Maintenance of Fire Detection & Suppression System	3.0	Maintenance	**3**	Satisfactory
Renewal of Novell license from authorised Novell reseller. Support and ICT Advisory Services	Lateral Dynamics (Pty) Ltd.	Novell licenses	2.0	Delivering of licences	**3**	Satisfactory
Proposed Amendment: Renewal of Novell License authorised Novell reseller	Lateral Dynamics (Pty) Ltd.	Novell Licenses	2.0	Supply & Maintenance of Novell Service Desk Licenses	**3**	Satisfactory
Online subscription to online legal information for a contract period ending 30 November 2017	Lexisnexis (Pty) Ltd. - 460160	Online Subscription Access to Legal Information	2.0	Easy Access to the Online Subscriptions	**3**	Satisfactory
				Online Subscription for Access to Legal Information	**3**	Satisfactory
Provision of Multi -functional office machines to Overstrand Municipality for a contract period ending 30 June 2018.	Konica Minolta Sa a Division of Bidvest Office (Pty) Ltd.	Provision of MF Office Machines	2.3	Maintenance of multi-functional printers	**3**	Satisfactory
Provision of Multi- functional office machines to Overstrand Municipality for a contract period ending June 2018	Safika Business Solutions and Services	Provision of MF Office Machines	2.3	Maintenance of multi-functional printers	**2**	Unsatisfactory
Upgrade, maintenance and support of Overstrand Municipality's radio frequency network for a contract period ending 30 June 2018.	Communication Solutions (Pty) Ltd.	RF Network Maintenance and Support	2.1	RF Network Meet the SLA response time and time to repair	**3**	Satisfactory
Document archiving and automated process and workflow business system.	Business Engineering (Pty) Ltd.	Provision of On-site-support	3.0	Administration	**3**	Satisfactory
				Pro-Active Support	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Management Services						
				Re-Active Support	**3**	Satisfactory
				Site Health Management	**3**	Satisfactory
				Technical support	**3**	Satisfactory
				Training	**3**	Satisfactory
				Workflow optimisation	**3**	Satisfactory
Software used to manage time and attendance of employees.	Bytes Systems Integration A Division Of Altron TMT (Pty) Ltd.	Software used to manage time and attendance of EMP	3.0	Quality to support services of software	**3**	Satisfactory
Software used to manage the Integrated Development Plan, the Service Development and Budget Implementation Plan and Individual Performance management	Ignite Advisory Services	Electronic Performance Management Sys	3.0	Ignite Supplier Performance	**4**	Good
				Service Delivery Budget Implementation Plan	**4**	Good
Maintenance of the official website/s of the municipality	Maxitec	Provision of Service to host Website &maintenance	3.0	Supplier to perform in agreed time, cost and quality	**3**	Satisfactory
Provision and maintenance of an email archiving solution for the existing Novell GroupWise email implementation from the existing Novell and GroupWise service provider	Lateral Dynamics (Pty) Ltd.	Maintenance of an E-mail Archiving Solution	2.9	Maintenance of GWAVA Retain E-mail Unified Archiving Solution	**3**	Satisfactory
Installation and maintenance on ICT network cabling infrastructure for a period ending 30 June 2019	EOH Intelligent Infrastructure (Pty) Ltd.	Installation & Maintenance network cabling infrastructure	2.5	Acceptable quality of work performed/goods delivered	**3**	Satisfactory
				Work performed/goods delivered within financial framework specified	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Management Services						
				Work performed/goods delivered within timeframes specified	**3**	Satisfactory
Amendment of contract sc1323(iii)/2013: Lease agreement between Overstrand Municipality and MLC Trust, 96 Dirkie Uys street, Hermanus for office accommodation	MLC Trust	Leasing of office space	1.7	Maintenance and access of office building	**3**	Satisfactory
Amendment of scd2735/2014: the acquisition of a capped ELA licensing fee for the GIS system for a contract period ending 30 June 2020	ESRI (Environmental Systems Research Institute Sa (Pty) Ltd.)	Yearly licences	3.0	Availability of Licences	**4**	Good
Amendment of scd2897/2016:lease agreement for the Hawston/Onrus radio mast site for hosting 7 antennae for a contact period ending 30 June 2020	RFG Electronics CC	Lease Agreement - 7 x Antennae on mast	3.0	Hosting of 7 x antennae on mast	**3**	Satisfactory
Amendment: payment of SAPO license renewal, services fee & Teleset fee for franking machine	Earlyworx 282 (Pty) Ltd. (FPSA)	Payment of SAPO license renewal, services fee & teleset fee for franking machine	0.9	Provision of license and available credits	**3**	Satisfactory
Deviation: procurement of upgrade it helpdesk software (manage engine service desk plus)	ITR Technology	Upgrade of IT Helpdesk Software	0.0	Receiving & Installation of Software	**3**	Satisfactory

Table 73: Service Provider Performance - Management Services

v. Infrastructure and Planning Services

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Operation of the Gansbaai landfill and public drop-offs in greater Gansbaai and Stanford	Enviro Serv Waste Management (Pty) Ltd.	Operation of the Gansbaai landfill	8.6	Compliances with rendering specified service	**3**	Satisfactory
				Compliance with environmental "duty of care" principle	**3**	Satisfactory
				Compliance with OHSAct regulations	**3**	Satisfactory
				Compliance with specified response times	**3**	Satisfactory
				Positive effect on public's perception of municipal service delivery	**3**	Satisfactory
Leasing for the operation of illuminated street signs in the Overstrand municipal area	Directosign North (Pty) Ltd.		9.9	Comply with the conditions of the lease agreement.	**3**	Satisfactory
Implementing agent for the housing projects in the Overstrand municipal area	Motlekar Overstrand (M5 Overstrand)	Implementing of housing	11.2	Cost of project	**3**	Satisfactory
				Quality control	**3**	Satisfactory
				Timeframe	**3**	Satisfactory
Amendment of contract sc867b/2010: for the operation of the mechanised material recovery facility at the Hermanus solid waste transfer station	Walker Bay Recycling	Professional services	8.9	Complain with health & safety specifications	**3**	Satisfactory
				Completion within budget	**3**	Satisfactory
				Completion within programme	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
			3.0	Completion within budget	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Amendment of Contract SC1560/2015: Transport of containerised municipal solid waste and chipping of garden waste for a period ending 30 June 2018	Enviroserv Waste Management (Pty) Ltd.	Transport and chipping municipal waste		Compliance with health & safety specifications	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Water and waste water treatment operations management contract.	Veolia Water Solutions & Technologies South Africa	Operation and maintenance	15.0	Completion within budget	**3**	Satisfactory
				Compliance with health & safety	**3**	Satisfactory
				Compliance with technical specifications	**4**	Good
				Compliance within programme	**3**	Satisfactory
Appointment of Architects, Architectural Technologists, Structural Engineers and Quality Surveyors for a contract period ending 30 June 2018.	Csm Consulting Services (Pty) Ltd.	Engineer; architect; quantity surveyor	2.5	Contractor perform in time, with the right quality, to the agreed cost	**3**	Satisfactory
Appointment of Architects, Architectural Technologists, Structural Engineers and Quality Surveyors for a contract period ending 30 June 2018.	Jakupa Architects And Urban Designers (Pty) Ltd.	Architect	2.5	Contractor perform in time, with the right quality, to the agreed cost	**3**	Satisfactory
Appointment of Architects, Architectural Technologists, Structural Engineers and Quality Surveyors for a contract period ending 30 June 2018.	Engelbrecht & Scorgie Tekenkantoor BK	Architects	2.5	Contractor perform in time, with the right quality, to the agreed cost	**3**	Satisfactory
Auditing of electricity connections and automatic geyser control devices in the Overstrand Municipal area for a contract period ending 30 June 2018	KEV Accurate Measuring	Auditing of electrical meters and ACD units	2.1	Site Meetings	**3**	Satisfactory
				Tax invoices	**3**	Satisfactory
	AECOM		2.9	Completion within budget	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019		Engineering consultant		Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	AVDM Consulting Engineers	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Bergstan South Africa	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Bigen Africa Services (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Daveng Consulting Engineers	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Efg Engineers (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
			2.9	Completion within budget	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Gibb (Pty) Ltd. (Arcus Gibb)	Engineering consultant		Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Hatch Goba (Pty) Ltd. (Goba (Pty) Ltd.)	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Jeffares & Green (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Motla Consulting Engineers (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Royal Haskoningdhv (Ssi Engineers & Environmental Consultan)	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within program	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	SMEC South Africa (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
			2.9	Completion within budget	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	SRK Consulting South Africa (Pty) Ltd.	Engineering consultant		Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	UWP Consulting (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	WEC Consult (TCC Expired)	Engineering consultants	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	WSP Group Africa (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	GLS Consulting (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with programme	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	JPCE (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with programme	**3**	Satisfactory
				Compliance with technical specifications	**4**	Good
			2.9	Completion within budget	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	Umvoto Africa (Pty) Ltd.	Engineering consultant		Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019	V & V Consulting Engineers (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019.	Worley Parsons Incorporating KV3 Engineers	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with programme	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019.	Aurecon South Africa (Pty) Ltd. (Oorgeneem By Netgroup150313)	Engineering consultant	2.9	Completion with budget	**3**	Satisfactory
				Compliance with technical specifications	**4**	Good
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019.	Element Consulting Engineers (Pty) Ltd.	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019.	Neil Lyners and Associates Cc	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with technical specifications	**4**	Good
				Compliance within programme	**3**	Satisfactory
Appointment of consultants for various engineering and groundwater projects in the	UDS Africa Professional Services	Engineering consultant	2.9	Completion within budget	**3**	Satisfactory
				Compliance with programme	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Overstrand Municipal area for a contract period ending 30 June 2019.	Provider & Project Managers			Compliance with technical specifications	**3**	Satisfactory
Operation of cell 3 of the Karwyderskraal landfill site for Overstrand municipality	Wasteman Holdings (Pty) Ltd.	Operation of cell 3 of the Karwyderskraal Landfill	2.2	Completion within budget	**3**	Satisfactory
				Compliance with environmental "duty of care" principle	**3**	Satisfactory
				Compliance with health & safety specifications	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Upgrading of mini-sub, CCTV, SCADA and MV/LV in Gansbaai and Stanford	Adenco Construction (Pty) Ltd.	Contracted	1.0	Acceptable level for contract administration and quality of work.	**5**	Excellent
				Adherence to Occupational Health & Safety Act.	**3**	Satisfactory
				Keeping deadlines as per approved program.	**4**	Good
				Monthly claims strictly in accordance with the tendered cash flow program.	**3**	Satisfactory
				Number of local jobs created and money retained in community.	**3**	Satisfactory
				Regular updating and final submission of as-built information.	**5**	Excellent
				Response time to queries.	**4**	Good

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Submission at each site meeting of photo's of site taken on continuous basis.	**5**	Excellent
				Submission of accurate claims on time.	**5**	Excellent
				Training provided for local residents employed.	**3**	Satisfactory
Amendment of sc1634/2015: provision of geographic information systems (GIS) services in the Overstrand municipality area ending 30 June 2020	Esri (Environmental Systems Research Institute Sa (Pty) Ltd.)	GIS services	3.0	Gis services automated programing and cadastral maintenance	**4**	Good
Provision of laboratory services for the monitoring of water quality in the Overstrand municipal area for a contract period ending 30 June 2020	Al Abbott And Associates (Pty) Ltd.	Sampling & testing of water & effluent	3.0	Compliance with technical specifications	**4**	Good
				Compliance within programme	**4**	Good
Payment of consultant for redevelopment of Schulphoek	Urban Dynamics Western Cape Inc	Professional services - Schulphoek development	0.8	Time, cost and quality	**3**	Satisfactory
Upgrading of the Bientang sewer pump station and rising main, Hermanus	A2 Loodgieters Cc	Civil works for the upgrade of Bientang sewerage pump station	0.7	Completion within budget	**3**	Satisfactory
				Compliance with health & safety specifications	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Refurbishment and upgrade of sewage pump stations in the Hermanus area - phase 3: mechanical and electrical works	Hidro Tech Systems	Mechanical and electrical	0.6	Completion within budget	**3**	Satisfactory
				Compliance with health & safety specifications	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
		installations for Bientangs sewerage pump station upgrade		Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Upgrade of Kleinmond main sewer pipeline	A2 Loodgieters Cc	Replace portion of Kleinmond main sewer line	0.6	Completion within budget	**3**	Satisfactory
				Compliance with health safety specifications	**3**	Satisfactory
				Compliance with technical specifications	**3**	Satisfactory
				Compliance within programme	**3**	Satisfactory
Construction of storm water infrastructure for Masakhane phase 2, Gansbaai	Glyndale Construction Cc	Installation of Stormwater Infrastructure	0.4	Cost	**3**	Satisfactory
				Quality	**4**	Good
				Time	**4**	Good
Labour tender for medium voltage and low voltage electrical reticulation in the Overstrand municipal area for a contract period ending 30 June 2020	Cayuga	Labour for MV & LV Electrical Reticulation	2.4	Labour	**3**	Satisfactory
				Site meetings	**3**	Satisfactory
				Tax invoices	**3**	Satisfactory
Labour tender for medium voltage and low voltage electrical reticulation in the Overstrand area for a contract period ending 30 June 2020	Powerrec (Pty) Ltd.	Labour for MV and LV Electrical Reticulation	2.4	Labour	**3**	Satisfactory
				Site meetings	**3**	Satisfactory
				Tax invoices	**3**	Satisfactory
Re-electrification of Mandela square, Zwelihle, Hermanus	VE Reticulation (Pty) Ltd.	Re-electrification of Mandela Square in Zwelihle	0.6	Local labour & Emerging Contractors	**3**	Satisfactory
				Site meetings	**3**	Satisfactory
				Tax invoices	**3**	Satisfactory
			0.5	Labour	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Medium voltage and low voltage upgrade and replacement in the Overstrand area	JT Maritz Electrical Cc	Medium voltage and low voltage upgrade and replace		Site Meetings	**3**	Satisfactory
				Tax Invoices	**3**	Satisfactory

Table 74: Service Provider Performance- Infrastructure and Planning Services

vi. Community Services

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
Management of the Gansbaai Caravan Park for a contract period ending 30 June 2018	Stevens N	Management of the Caravan Park	3.0	Maintenance	**3**	Satisfactory
				Management	**3**	Satisfactory
Leak detection in water pipelines in the Overstrand area for a contract period ending 30 June 2018	Bosch Munitech (Pty) Ltd.	Leak detection in water pipelines	3.0	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Provision of hygiene services for the Overstrand Municipal Area with a contract period ending 30 June 201	Steiner Hygiene (Pty) Ltd. - Doc's In Steel Cabinet	Hygiene services	2.6	Defects	**3**	Satisfactory
				Rendering of service	**3**	Satisfactory
				Sanitary bins	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
Chemical control of weeds on sports fields and public open spaces in the Overstrand for a contract period ending 30 June 2018	Henchem	Chemical control of weeds	2.8	Quality	**3**	Satisfactory
				Time	**3**	Satisfactory
Provision of small works and maintenance as and when needed for a contract period ending 30 June 2018.	Alan Bailey Civil Engineering & Construction Cc	Provision of small works and maintenance	2.5	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and installation of play park equipment in the Overstrand area on an As and when basis for a contract period ending 30 June 2018	CVC Gear Corporation 100 Cc	Supply & Installation of Play Equipment	2.2	Quality & quantities	**3**	Satisfactory
				Timely deliverance and installation	**3**	Satisfactory
Hiring of sewerage vacuum tankers for a contract period ending 30 June 2018	Jetvac South Africa (Pty) Ltd.	Hiring of sewerage vacuum tankers	2.1	Cost	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Cleaning of storm water and sewage pipelines "as and when" required for a contract period ending 30 June 2019	Jetvac South Africa (Pty) Ltd.	Cleaning of storm water and sewage pipelines	3.0	Cost	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Pruning and felling of trees in the Hermanus, Kleinmond and Stanford area for a contract period ending 30 June 2019	Avante - Distinctive Choice 306 Cc	Pruning and Felling of trees	3.0	Quality of work	**3**	Satisfactory
				Time & cost	**3**	Satisfactory
Fleet management system for vehicle tracking, operations monitoring management information system	Altech Netstar (Pty) Ltd.	Fleet management system for vehicle tracking, op m	3.0	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Business system through which the maintenance of all property and infrastructure assets in the Municipality is done.	Water Management Services Cc	Operational systems	3.0	Cost	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
Provision of cleaning services in Hermanus area for contract period ending 30 June 2019	Gardiner N (The Business Zone 2144 Cc)	Cleaning of Hermanus area	2.9	Rendering of weekly cleaning services timeously as set out on the tender specification to the satisfactory of the municipality	**3**	Satisfactory
Provision of cleaning services in Hermanus area for a contract period ending 30 June 2019	Elco Tuindienste	Cleaning	2.9	Rendering of weekly cleaning services timeously as set out on the tender specifications	**3**	Satisfactory
Provision of cleaning services in Hermanus area for contract period ending 30 June 2019	Nicky's Cleaning Services	Cleaning	2.9	Rendering of weekly cleaning services timorously as set out on the tender specification	**3**	Satisfactory
Provision of cleaning services in Hermanus area for contract period ending 30 June 2019	Iphupha Clearing and Cleaning Services (Pty) Ltd.	Cleaning	2.9	Rendering of weekly cleaning services timorously as set out on the tender specification	**3**	Satisfactory
Provision of cleaning services in Hermanus area for a contract period ending 30 June 2019	2014/15757007 South Africa Pty Ltd.	Cleaning	2.9	Rendering of weekly cleaning services timorously as set out on the tender specification	**3**	Satisfactory
Provision of cleaning services in Hermanus Area for a contract period ending 30 June 2019	Mbeshi's Cleaning Services Pty Ltd.	Director community services	2.9	Rendering of weekly cleaning services timeously as set out on the tender specification	**3**	Satisfactory
Provision of Cleaning Services in the Hermanus Area for a contract period ending 30 June 2019	Afrilandscapes	Cleaning	2.9	Rendering of weekly cleaning services timorously as set out on the tender specification	**3**	Satisfactory
Repair of small plant (Lawnmowers, weed eaters etc.) For a contract period ending 30 June 2019	Hermanus Mower Centre	Repair of small plant	2.9	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Reseal and rehabilitation of roads in the Overstrand area	Actophambili Roads (Pty) Ltd.	Reseal and rehabilitation of roads	1.7	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time(delivery)	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
Supply and delivery of new/re-tread tyres & tubes and collection of casing, for a contract period ending 30 June 2019	Supa Quick Kleinmond	Supply and delivery of new/retread tyres and tub	2.8	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of new/re-tread tyres & tubes and collection of casing, for a contract period ending 30 June 2019	Startune (Pty) Ltd.	Supply and delivery of new/retreat tyres	2.8	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time(delivery)	**3**	Satisfactory
Supply and delivery of new/re-tread tyres & tubes and collection of casing, for a contract period ending 30 June 2019	Aj Tyres	Supply and delivery of new/retread tyres	2.8	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time(delivery)	**3**	Satisfactory
Provision and maintenance of small bore sewage connections in Hermanus for a contract period ending 30 June 2019	Du Plessis Sw	Sewer connections	2.8	Complete work orders within 30 days	**5**	Excellent
Garden maintenance services for Hermanus, Overstrand, for a contract period ending 30 June 2019	Afriserve (Pty) Ltd.	Garden maintenance	2.8	Budget	**3**	Satisfactory
				Quality of work	**3**	Satisfactory
				Time frames	**3**	Satisfactory
Garden maintenance services for Hermanus, Overstrand, for a contract period ending 30 June 2019	JL Leppan T/A Garden Affair	Garden maintenance	2.8	Invoicing	**3**	Satisfactory
				Quality of work	**3**	Satisfactory
				Time	**3**	Satisfactory
Replacement of water meters in the over-strand area, phase 3, for a contract period ending 30 June 2019	Ikapa Reticulation And Flow CC	Replacement of water meters phase 3	2.8	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Lifesaving services for the Overstrand area with a contract period ending 30 June 2019	Nasionale See en Sand Instituut	Lifesaving services	2.6	Nasionale See en Sand Instituut	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
Lifesaving services for the Overstrand area with a contract period ending 30 June 2019	Overstrand Community Lifeguards CC	Lifesaving services	2.6	Overstrand community lifeguards - blue flag	**3**	Satisfactory
				Overstrand community lifeguards - swimming pools	**3**	Satisfactory
Garden maintenance services for the cliff top area in Hermanus, Overstrand, for the period ending 30 June 2019	Garden Affairs (All Seasons)	Garden maintenance	2.2	Cost	**3**	Satisfactory
				Quality & time	**3**	Satisfactory
Supply and erecting of fences on a "as and when" basis in Overstrand area	Securitem (Pty) Ltd.	Erecting of Fencing	2.2	Cost (completion of project within budget)	**3**	Satisfactory
				Quality(completion of project as per tender specs)	**3**	Satisfactory
				Time (completion of project within timeframe specified)	**3**	Satisfactory
Supply and erecting of fences on an "as and when basis" in Overstrand area	Fortuin AE	Erecting of Fences as and When	2.2	Complete project in time	**3**	Satisfactory
				Complete project within budget	**3**	Satisfactory
				Project quality as per tender specs	**3**	Satisfactory
Supply and erecting of fences on an "as and when basis" in Overstrand area	Mr Spike Overberg Cc	Erecting of Fences on As and When Basis	2.2	Complete Project as per Specifications	**3**	Satisfactory
				Complete Project within Budget	**3**	Satisfactory
				Complete project within specified Timeframe	**3**	Satisfactory
Supply and erecting of fences on an "as and when basis" in Overstrand area	Jonty Engineering And Trading Sa CC	Erecting of Fences on As and When Basis	2.2	Complete the Project within budget	**3**	Satisfactory
				Complete the Project as per Tender Specifications	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
				Complete the project within specified Timeframe	**3**	Satisfactory
Transversal agreement: contract rt-46.2014: appointment of a service provider for the provision of vehicle fleet management services for a contract period ending 31 march 2019	Transit Solutions (Pty) Ltd.	Provision of fleet management services	1.7	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and installation of a new elevator in the Kleinmond library	Shorts Lifts (Pty) Ltd.	Supply & Installation of Passenger Elevator	1.0	Time, cost and quality	**3**	Satisfactory
Amendment of sc1701/2016: software and website for caravan park/camping reservations for a contract period ending 30 June 2020	CIMSO Business Solutions AFCIMSO Business Solutions Africa (Pty) Ltd. [PSD Distributionrica (Pty) Ltd. [PSD Distribution]	Software website for caravan Parks	3.0	Website and software of bookings of palmiet campsite services	**3**	Satisfactory
Application of road markings on the Overstrand municipal road network for contract period ending 30 June 2020	Coalition Trading 606 CC	Road markings on the Overstrand road network	3.0	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Amendment of sc1588/2015: management of informal settlements in the Overstrand area	Red Ant Security Relocation & Eviction Services (Pty)Ltd. (Me	Management of informal settlements	0.2	The monitoring and patrolling of the informal settlements.	**3**	Satisfactory
Supply and delivery of plastic doors for concrete toilet structures for Overstrand municipality	Startune (Pty) Ltd.	Supply and delivery of plastic doors for concrete	2.9	Supply and deliver doors as per specifications	**3**	Satisfactory
				Supply and deliver doors as per tender price	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
				Supply and deliver doors in time	**3**	Satisfactory
Provision of cleaning services: Kleinmond area, for a contract period ending 30 June 2020	Mbeshis Cleaning Service	Cleaning service	2.9	Prestasie van skoonmaakdiens gelewer Area A en Area B	**1**	Poor
Supply and delivery of bitumen products for a contract period ending 30 June 2020	AJ van Huffel Planthire Cc	Supply and delivery of bitumen products	2.9	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of bitumen products for a contract period ending 30 June 2020	Much Asphalt (Pty) Ltd.	Supply and delivery of bitumen products	2.9	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of bitumen products for a contract period ending 30 June 2020	Dense Seal (Pty) Ltd.	Supply and delivery of bitumen products	2.9	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of bitumen products for a contract period ending 30 June 2020	Tosas (Pty) Ltd.	Supply and delivery of bitumen products	2.9	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of bitumen products for a contract period ending 30 June 2020	Asphalt King	Supply and delivery of bitumen products	2.9	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and installation of web based / online bulk SMS sending software service	Mukoni Software CC	Web based Bulk SMS Service	2.8	Effective communication	**4**	Good
				Effective emergency communications	**4**	Good
Hire of plant and equipment for a contract period ending 30 June 2020	Need Compost CC	Hire of plant and equipment	2.8	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
Hire of plant and equipment for a contract period ending 30 June 2020	Fg Jacobs Transport CC	Hire of plant and equipment	2.8	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Hire of plant and equipment for a contract period ending 30 June 2020	Mpeke Plant Hire (Pty) Ltd.	Hire of plant and equipment	2.8	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Hire of plant and equipment for a contract period ending 30 June 2020	Globalem (Pty) Ltd.	Hire of plant and equipment	2.8	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of galvanised metal roof sheets for a contract period ending 30 June 2020	Aquaduct Trading		2.8	The delivery of metal roof sheets on time.	**3**	Satisfactory
Provision of cleaning services: Gansbaai/Stanford area for a contract period ending 30 June 2020	Henry Moses Spandiel Projects	Cleaning services	2.7	Cleanliness of Area	**3**	Satisfactory
Management of informal settlements within the Overstrand area for a contract period ending 30 June 2020	Red Ant Security Relocation & Eviction Services (Pty)Ltd.		2.7	The accurate, daily numbering and mapping of all housing units, per informal settlement.	**3**	Satisfactory
				The execution of at least one daily preventative patrol by vehicle and foot patrol	**3**	Satisfactory
				The immediate demolition of newly built/erected illegal informal housing units/structures.	**3**	Satisfactory
				The immediate removal of newly built/erected informal housing	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
				units/structures where additional security is required		
				The relocation and reconstruction of informal housing units for the affected residents within seven days after a disaster, i.e. fire, flooding or other, if required by the municipality	**3**	Satisfactory
				The removal of the demolished building material to a place of safekeeping provided by the municipality	**3**	Satisfactory
Supply and delivery of construction materials for a contract period ending 30 June 2020	AJ van Huffel Planthire CC	Supply and delivery of construction materials	2.7	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of construction materials for a contract period ending 30 June 2020	Tee Gee Building Suppliers CC	Supply and delivery of construction materials	2.7	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of construction materials for a contract period ending 30 June 2020	Afrimat Aggregates Operations (Pty) Ltd.	Supply and delivery of construction materials	2.7	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of construction materials for a contract period ending 30 June 2020	Overstrand Build It (Pty) Ltd.	Supply and delivery of construction materials	2.7	Cost (price)	**3**	Satisfactory
				Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
	Africa CD		2.7	Cost (price)	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Community Services						
Supply and delivery of construction materials for a contract period ending 30 June 2020		Supply and delivery of construction materials		Quality	**3**	Satisfactory
				Time (delivery)	**3**	Satisfactory
Supply and delivery of 500ppm farm grade diesel fuel to Onrus caravan park, Onrus river, Hermanus, for a contract period ending 30 June 2020	Massive Quantum (Pty) Ltd.	Delivery of diesel fuel	2.7	Rhyn Potgieter	**3**	Satisfactory
Supply, delivery and/or application of fertilizer on sports fields in the Overstrand, for a contract period ending 30 June 2020	Afrilandscapes	Fertilizing of Sports Fields	2.6	Time and Quality	**3**	Satisfactory
Supply and delivery of swimming pool chemicals for a contract period ending 30 June 2020	Carbon Sense CC	Swimming Pool chemicals Ultra chlor	2.5	Swimming pool chemicals delivered within 5 working days after issuing an order	**3**	Satisfactory
Additions And Alterations To Hawston Library, Hermanus	General Builders	Additions to library Hawston	0.3	Time	**3**	Satisfactory

Table 75: Service Provider Performance - Community Services

vii. Protection Services

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Protection Services						
Provision of security (guarding) services for the Overstrand Municipality for a contract period ending 30 June 2018	Quintessential Security CC	Security guarding services	2.7	Guards' conduct conducive with the image of the Overstrand Municipality	**3**	Satisfactory
				Guards on duty	**3**	Satisfactory
				Registers up to date	**3**	Satisfactory
Provision of security (guarding) services for the Overstrand Municipality for a contract period ending 30 June 2018	ADT Security (Pty) Ltd.	Security guarding services	2.7	Guards' conduct conducive with the image of the Overstrand Municipality	**3**	Satisfactory
				Guards on duty	**3**	Satisfactory
				Registers up to date	**3**	Satisfactory
Provision of Security (guarding) services for the Overstrand Municipality for a contract period ending 30 June 2018	Securi-Team	Security guarding services	2.7	Guarding	**3**	Satisfactory
				Registers up to date	**3**	Satisfactory
				Security guarding service	**3**	Satisfactory
Accommodation of impounded cats and dogs for a contract period ending 30 June 2018	BARC Dieresorg Trust	Impoundment of Stray Cats and Dogs	2.5	Service on stray cats and dogs	**3**	Satisfactory
Accommodation of impounded cats and dogs for a contract period ending 30 June 2018	Hermanus Animal Welfare Society	Service on stray cats and dogs	2.5	Service on Stray Cats and Dogs	**3**	Satisfactory
Provision of alarm systems for Overstrand Municipality for a contract period ending 30 June 2018	ADT Security (Pty) Ltd.	Alarm monitoring	2.5	Installation and Maintenance	**3**	Satisfactory
				Reaction Time to Alarm	**3**	Satisfactory
	Secma International (Pty) Ltd.		2.5	Daily Update of Registers	**3**	Satisfactory
				Guarding officer punctuality	**3**	Satisfactory

Service providers utilized according to functional areas per Directorate (2017/18)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating**	**Comment and/or corrective action when under performed**
Protection Services						
Provision of alarm systems for Overstrand Municipality for a contract period ending 30 June 2018		Security guarding services		Guarding service	**3**	Satisfactory
Traffic speed measuring, cameras and back office for fine collection in the Overstrand.	Traffic Management Technology	Traffic speed measuring, cameras and back office	4.6	Sc1579/2015: traffic speed measuring, cameras and back office for fine collection in the Overstrand	**3**	Satisfactory
Transversal agreement: contract 104g/2015/16: supply and delivery of human protection clothing and articles for fire and rescue services of Overstrand municipality - city of Cape Town Municipality	Invuyani Safety CC	Delivery of human protective clothing	2.2	Items ordered delivered on time	**3**	Satisfactory
Supply, delivery, installation and commissioning of specialised vehicle test station equipment for an a-grade vehicle test station	Cinogen Trading CC	Supply, deliver, Install, commission specialised vehicle test station	0.1	Deliver, Install and Commission of Specialised v/h test station for A-Grade	**3**	Satisfactory

Table 76: Service Provider Performance - Protection Services

3.2.4 MUNICIPAL FUNCTIONS

a) Analysis of Functions

The municipal functional areas are as indicated below:

Municipal Function	Municipal Function Yes / No
Constitution Schedule 4, Part B functions:	
Air pollution	Yes
Building regulations	Yes
Child care facilities	Yes
Electricity and gas reticulation	Yes
Firefighting services	Yes
Local tourism	Yes
Municipal airports	Yes
Municipal planning	Yes
Municipal health services	No
Municipal public transport	Yes
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law	Yes
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto	Yes
Storm water management systems in built-up areas	Yes
Trading regulations	Yes
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	Yes
Constitution Schedule 5, Part B functions:	
Beaches and amusement facilities	Yes
Billboards and the display of advertisements in public places	Yes
Cemeteries, funeral parlours and crematoria	Yes
Cleansing	Yes
Control of public nuisances	Yes
Control of undertakings that sell liquor to the public	Yes
Facilities for the accommodation, care and burial of animals	Yes
Fencing and fences	Yes
Licensing of dogs	Yes
Licensing and control of undertakings that sell food to the public	Yes
Local amenities	Yes
Local sport facilities	Yes
Markets	Yes

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

Table 77: Functional Areas

b) Performance Highlights per Functional Areas

Directorate/ Functional area	Sub Directorate	Highlights
Council and Municipal Manager	Internal Audit	The Overberg District Internal Audit Peer Review: External Quality Assessment Methodology and Framework was developed by the Chief Audit Executives within the Overberg District. This "first of its kind document" within local government aims to develop a uniform assessment program to be used as the basis for an external assessment in order to ensure compliance with the International Standards for the Professional Practice of Internal Auditing (Standards). The main objective is to ensure conformance with the Institute of Internal Auditors (IIA) standards and more specifically Standard 1300. At the DCF TECH meeting held on 02 March 2018 the respective municipal managers within the Overberg District considered the External Quality Assessment Methodology and Framework and signed a Memorandum of Agreement for its implementation.
Management Services	Communications	**External:** Protest in Hermanus - Hermanus CPF updates - Daily and hourly starting at 06:00 with traffic update (roads open). - Media reporting and social media updates on the unrest in the area. - Constant updates and collaborating with other stakeholders. Blue Flag season campaigns on the following topics: - Warning: rip currents - amphibious wheelchair launch - Safe swimming tips - Lifeguards on duty - Road Safety - Buckle Up (various messages)

Directorate/ Functional area	Sub Directorate	Highlights
		Water: - Water restrictions Level - Water safety tips - Weekly water statistics - Save water - 20% water saving is all we ask Recycling: - focussing on hazardous waste and disposing thereof - Cleaning Willem Appel Dam in Stanford – algae - Beach clean-ups - Refuse removal schedule - Budget road shows Road Safety - Walking Bus - Danny Cat teaching schools about road safety - Road safety tips - Safety tips for Cycling (Argus/CT Cycle Tour) - Stay Safe on the road (Easter) - School gets Scholar Patrol Campaign: NSRI pink boys Pearly Beach Fire Madiba Day project Campaign: Collect Bread Tags/bottle caps. **Internal:** - Saving on office rent and utilizing municipal own properties for offices. - Savings on telephone advertisement in Telkom directory.
	Information Technology	**Development of Management Information System (MIS):** The nature of MIS is such that it will always remain a moving challenge as much for management, as it is for ICT Services that need to extract and transform data sets from disparate systems into a seamless and flexible architecture framework that can assist management to assess, interpret and take informed decisions on the way forward when alternative solutions are considered. The primary focus during the 2017/18 financial year was: • On-going support of the financial system migration to mSCOA; • Providing the architecture to allow for the mSCOA ERP System implementation;

Directorate/ Functional area	Sub Directorate	Highlights
		• Understanding of core business systems and integration requirements as it pertains to mSCOA and new technologies and systems. On-going research into improvements of processes and functionality of existing operations software and toolsets. This enables improvements to employee productivity and also to work smarter.
		Upgrading of the Data Centre SQL Server Version • The SQL Servers at the head office was augmented and upgraded to the latest SQL version and was allocated sufficient resources to handle the increased workloads required. The migration of systems to the new environment to address compatibility, functionality and security requirements. • Workload growth, systems functionality upgrades as well as the revised mCOA requirements from the financial system to provide for bigger data sets necessitated the upgrade and augmentation of the SQL Environment with latest SQL Versions.
		Upgrading of the Data Centre Backup System Ecosystem • The Overstrand Backup Servers and Backup Software was upgraded to allow for the increase in core systems data and capacity of new versions of these systems, as well as the vastly larger data sets that need to be backed up and to ensure proper restores capabilities when required. • The migration of systems to the new environment to address compatibility with upgraded core systems (Finance, SQL, GIS), increased functionality over previous system, greater compatibility with subsystems (Email, SQL Agents, UNIX, Active Directory, E-Directory) and security requirements.
		Consolidation of Similar Application Systems Functionalities and Normalization of Systems Data. • It remains the strategic intent of the municipality to assimilate similar functionalities from the other business application systems deployed in the municipality into the municipality's core Financial System in cases where it is cost effective and functionally viable, and where it is not, to ensure the effective integration between systems. This has been highlighted in the main priorities of business system requirements prescribed by NT on SCOA as the System moving towards becoming an Enterprise Resource System. The Senior ICT Business Analyst assists management in driving this initiative forward.
	Legal Services	No successful section 62 appeals rendered against the Municipality in the awarding of tenders; 90% turnaround of referrals; Successfully coordinated all litigious matters by and against the municipality; Through the application of comparative financial statistics for the period June 2016 – July 2017 and June 2017 to July 2018 it is evident that the generated revenue from the Additional Court grew from R617 300.00 for the

Directorate/ Functional area	Sub Directorate	Highlights
		period July 2016 to June 2017 to R 877 340.00 for the period July 2017 to June 2018. Through the application of a comparative analysis for the period July 2016 to June 2017 and July 2017 to June 2018 it is evident that the number of cases on the Additional court roll grew from 4038 for the period July 2016 to June 2017 to 5797 for the period July 2017 to June 2018.
	Human Resources	**Health and Wellness** Health and Wellness days were held on the following dates at the various administrations: - 11 October 2017 in Kleinmond; - 12 October 2017 in Hermanus; and - 13 October 2017 in Gansbaai and Stanford. **Training** Enrolled 13 learners for LGAC course. 11 Learners passed and 2 students must still right 2 unit standards in order to pass. **Labour Relations** The appointment of a Labour Relations Officer and Assistant Labour Relations Officer.
Financial Services	Supply Chain Management	Amendment of the Supply Chain Management Policy - With effect from 1 December 2017, all transactions between R30 000 and R200 000 were not processed through the committee system. This resulted in a shorter turn-around time and a more cost-effective administrative process for these awards. The municipality processed 97 tenders and quotations during the 2017/2018 financial year. Out of these we only received four (4) appeals/objections all of which were dismissed by the relevant Appeals Authority.
	System Administration	New billing tables and formulas in accordance with the 2017/18 budget were implemented successfully and levied on a monthly basis.
	Revenue	Current Collection Rate for the 2017/2018 financial year is 99.35%
		Wrote off Irrecoverable Debt: November 2017 May 2018
		Training - Revenue Staff Members: Basic Fire Fighting - 2 Formal Studies - 4 MFMA - 4 Introduction to MFMA - 3 Supervisory Course - 1
	Budget & Accounting Services	During the financial year the Budget Office was a key role player in the further roll-out and implementation of SCOA and the monitoring of the SCOA budget during the 2017/2018 financial year and the implementation of SCOA Version 6.2

Directorate/ Functional area	Sub Directorate	Highlights
	Expenditure and Asset Management	During the financial year the Department played a pivotal role in ensuring that 99.42% of creditors were paid within 30 days after receipt of a valid tax invoice and / or monthly statement as per the MFMA. The remaining 0.58% was due to invoices awaiting either respective substantiating support documents / Credit Notes in respect of differences between order and invoice information.
		During the financial year the Department continued to be a key role player in updating the Financial Asset Register information and aligning the financial register to the spatial data on the GIS system.
Community Services	Hangklip/Kleinmond Administration	Kleinmond Beach once again obtained Blue Flag status and evaluations demonstrate a high standard of operational management by the Kleinmond Administration.
		Ward specific projects implemented. Completed parking area at 15th Street to enable hikers to enjoy the hiking trails. Phase 1 of an outdoor gym was completed on Kleinmond main beach picnic area. The access to the tidal pool was repaired after flooding two seasons back washed away concrete pathway. Fencing alongside Heuningkloof footpath was completed. Speed humps close to an early childhood education facility and primary school were completed to ensure pedestrian safety. Also a zebra crossing was replaced with a raised pedestrian crossing in a more safe position in the CBD. New wooden jungle gym equipment was completed in Mooiuitsig Betty's Bay in a more safe location than where the existing play park equipment was located.
		Roads Access for the disabled onto sidewalks on Main road Kleinmond was completed at two main intersections. Just under a kilometre of gravel road in the Hangklip area was treated with bitumen single chip surface as an inception to the dust control surfacing that was successfully started in Gansbaai administration.
	Hermanus Administration	Large number of roads resealed in all neighbourhoods.
		Blue Flag Beach Status again awarded for Grotto & Hawston Beaches. Grotto Beach has the record for the beach with the longest uninterrupted Blue Flag Status in RSA.
		Upgraded various parking areas and surrounds at beaches. In particular, the Grotto East access road, dedicated sidewalk and parking area was redesigned and expanded which made access to the very popular beach safe for pedestrians (and increased the parking capacity by a substantial number of parking bays).

Directorate/ Functional area	Sub Directorate	Highlights
		The Jan Rabie Tidal Pool parking area (phase 2) was completed (previously only gravel surface). A huge upgrade appreciated by all.
		Phase 2 of Hermanus Main Road East was upgraded. It forms the link between two sections of the tourist Cliff Path.
		Storm water system issues were improved at hotspots throughout the Greater Hermanus Area.
		The Onrus Caravan Park's 3-star tourist rating was re-affirmed. One of the ablution blocks was refurbished to high quality standard.
		The Onrus Caravan Park again hosted the Wines to Whales MTB event attracting over 3000 visitors to the Park in one week.
		Numerous festivals and sporting events were successfully hosted in Hermanus with the assistance and support of the Municipality viz Whale Festival, Fynarts Event, Kalfie Fess, Walkerbay Extreme Sport Event, Hawston Visfees to mention a few.
		More sections of the Cliff Path and Coastal Path tourist attractions were upgraded.
		An old, vacant, neglected and vandalised building was converted into attractive and functional office block for municipal staff.
		A high quality fence of approximately 1 km long was erected along Schulphoek Road separating the residential areas from the busy access route. The old berm that was an eyesore was removed in the process, leaving a very neat wide road reserve and public open space.
		Additional streetlights were installed in various residential areas
		Phase 1 of the much awaited Atlantic Drive Walkway in Onrus River was constructed.
		A large portion of the very popular boardwalk along the rocks in Hermanus was rebuilt.
		Numerous play parks were fenced with high quality fencing to protect children from vehicular traffic.
		The Onrus Caravan Park occupation and popularity continuously. The Park receives far more visitors in the off-peak periods and is always fully booked during the peak season.
		Two standard toilets at the Onrus Beach toilets were converted to fully equipped toilets for disabled persons, thereby increasing accessibility of public facilities for disabled people.
	Gansbaai/Stanford Administration	**Ward 1:** • Stormwater - the Environmental Impact Assessment pertaining to an additional outlet in Franskraal started and is currently in the public participation phase. It is expected that the completion of the project will result in a positive outcome in the prevention of flooding of private properties in the Franskraal/Uilenkraalsmond area. • Roads - traffic calming measures (speed bumps and raised intersections combined with pedestrian accesses) were completed in Masakhane to improve the safety of pedestrians. • Surfacing of Gravel Roads - most of the gravel roads in Franskraal and Masakhane were tarred by making use of the in-house skills and resources of the Operational Department in Gansbaai.

Directorate/ Functional area	Sub Directorate	Highlights
		• Stormwater in Masakhane - the installation of new infrastructure in Masakhane contributed vastly in the aim of preventing flooding of residential properties in this previously disadvantaged area. Remarkable results proved the success of this project. • Sanitation - new waste skip bins were installed in Franskraal and Masakhane and with extremely positive results in the Municipality's endeavours to prevent illegal dumping and to create a neat and healthy environment.
		Ward 2: • Beaches - Existing recreational facilities (braai facilities) were upgraded at the Romansbaai swimming beach (Blompark) as well as the tidal pool in Gansbaai. • Roads & Sidewalks - new sidewalks were constructed in Blompark to improve the safety of pedestrians. A portion of Madeliefie Street in Blompark was resealed. • Early Childhood Development - a new crèche was built in Blompark as a joint venture supported by the local authority as well as private enterprises (Irvin & Johnson) and Gamco Construction Services. • Upgrading of Municipal Work Yard. The ward committee reserved a portion of their budget for ward specific projects for the upgrade of the Municipal Work Yard. The installation of paving was handled in-house by making use of own staff and equipment.
		Ward 11: • Fire Hydrants: Thembelihle - a number of additional fire hydrants were installed (departmentally) by the Operational Department in order to address the need for fire services in the informal settlements. • Roads & Sidewalks - Strandveld Street in Baardskeerdersbos was tarred in-house by the Operational Department in Gansbaai. • The final phase of the construction of a sidewalk in Dreyer Street (Stanford) was completed. • Roads - a number of gravel roads were surfaced in the Pearly Beach area. Traffic calming happened simultaneously with the construction of a number of speed bumps and raised intersections. • Sewerage - the network extension in Stanford has reached a stage where almost the entire village is coupled to a waterborne system. The aim is to eradicate the tanker services in the area. Extensive upgrade of the current Waste Water Treatment Works (WWTW) in Stanford was also completed. • Beaches - the existing facilities at Castle Beach (Pearly Beach) were upgraded/expanded to meet the requirements set for the establishment of a Blue Flag Beach. In the process, the facilities that were added includes ablution facilities for people with less abilities as well as a first aid room for life savers that will be working there during peak holiday season. • Tourism facilities - a new viewing deck was build in-house by the department of the Operational Manager: Gansbaai/Stanford on the river banks of the Kleinrivier near the public boat launching site. It is expected that this addition will serve the needs of bird watchers, rowing club (canoes) and the general public at large.

Directorate/ Functional area	Sub Directorate	Highlights
	Housing Administration	A total number of 227 title deeds have been registered for housing projects listed below, namely: • Mount Pleasant Site A (Cemetery site): 172 title deeds and • Stanford 88 : 55 title deeds
Protection Services	Fire Management	From 1 July 2017 – 30 June 2018, Overstrand Fire Services attended to 619 incidents (compared to 696 for 2016/2017), of which 76 were false alarm / good intents. December 2017 was the busiest month, with a total of 29 Veld and Bush fires out of 97 incidents attended to for the specific month.
		Members from the Fire Services attended various training, ranging from Fire fighter 1 and Fire fighter 2, Community Disaster Workshops, various medical training and other training.
		Through the course of the year, the Fire Department held a total of 37 Fire and Life Safety Education and Awareness activities, ranging from Demonstrations, Evacuation drills, Awareness Displays and Educational sessions with the community to improve their knowledge. Various sessions had to be cancelled due to rioting occurring at the time; the rioting caused that the daily activities of the department be put on hold as all staff became operational.
	Traffic Services	Newly implemented RBT's (Random Breath Tests) implemented by Provincial Traffic.
		Cross border function with Theewaterskloof and Cape Agulhas.
Economic Development and Tourism	LED	**(i) ENTERPRISE DEVELOPMENT INITIATIVES** • The objective of enterprise development is to create sustainable businesses which grow and lead to job creation, which in turn contributes to economic growth. • Supporting SMME's to participate in the economic activities at a local, provincial and national level through the SMME Development Programme. • Capacitation of SMME's through intensive and interactive entrepreneurship courses with considerate focus on the implementation and the preservation of existing ventures. • Fostering sustainability measures for the business lifespan and the improvement of the current product lines and mix to continue serving the need for existing products. • Direct and indirect linkages through various stakeholders in the Public and the Private sector to ease the communication and access to crucial service needs. • Information dissemination mechanism has reached a point where emphasise and focus has been the macro-economic factors such as technology and the speed of information sharing has grown significantly. **(ii) COLLABORATION** • Fostering close collaboration within the public sector and the private sector (Grootbos Foundation, Department of Rural Development and Land Reform etc.)

Directorate/ Functional area	Sub Directorate	Highlights
		• Partnership with the Department of Labour and various employment agencies (Harrambe Youth Accelerator) restored hope in fighting the unemployment battle. • A continuous relationship and cooperation with the Department of Public Works has shown great strides in creating more temporary jobs (EPWP) in the Overstrand area placing the Overstrand on top of the implementation ranks with targets exceeded way before the deadlines. **(iii) ENTREPRENEURSHIP DEVELOPMENT** • The basis is to develop entrepreneurship communities, promote self-reliance and increase economic participation. Provide support and information aimed at assisting local initiatives to grow. • This notion recognizes that entrepreneur development is a place-based activity and that the community is an active participant in establishing the community milieu. • Major focus has been given on pushing creativity and innovation with effect to the ever changing environment mainly technology. • Entrepreneurship driven interventions such as the Agro-Entrepreneurship training at Mthimkhulu Village in Kleinmond, the Siyakhula Entrepreneurship Programme with Grootbos Foundation and the Entrepreneurial Behaviour Courses with HS Business Solutions. **(iv) INFORMAL ECONOMIES** • Changing the mind-set which vested more focus on formalising small ventures with fully recognition and prioritization of informal traders. • Regeneration of townships to attract investment and the creation of economic spaces. • The majority of informal traders is foreign owned taking a large market value away from the locals due to pricing and costing differences, supplies and distributions channels. • Liaison with funding agencies to grow and support the informal economy is work in progress.
Infrastructure and Planning Services	Building Services	Building plans approved Value R1,82 427 6846,00 New Houses 666 (includes 100 RDP) Building plans approved 2187 Building inspections 3982 Largest Building completed Whale coast mall 31400 m2 – opened 2 December 2017.
	GIS	The web services are constantly improved and displayed on every PC throughout the Overstrand Municipality as a spatial tool. The Property Process is an ongoing project and constantly improved as the ESRI platform develops. Several modifications were made to TPAMS (Town Planning Application Management System) using Workflow to comply with the Town Planning

Directorate/ Functional area	Sub Directorate	Highlights
		department's needs. Training is currently given in order to drive this very complex process. We were part of the assets project and assets data were analyzed and can be displayed in GIS. A web services was created for Local Economic Development in order to identify and capture LED related data. Disaster management processes was investigated and a project was identified. The data is complex and disaster management is helping to compile usable data. The System Architectural plan is constantly being revised, updated and used as guidance. The 2018 ESRI User Conference in San Diego, USA was attended by Mr Ashley Gahl from the GIS department.
	Engineering Services	Hawston Housing Project Bus Route
		Hawston Housing Project Bulk Stormwater
		Hawston Housing Project Bulk Water Upgrade
		Installation of Stormwater drainage Masakhane-Phase 2
		Provincial Sustainable Transport Programme (Construction of sidewalks at Hawston Housing Project Bus Route & Hermanus Industrial Area)
	Town Planning, Spatial Development and Property Administration	Successful implementation of the Planning Legislation e.g. SPLUMA, LUPA and Overstrand By-Law.
		Compilation of overlay zones and amendments to the Zoning Scheme and By- Law on Planning.
	Engineering Planning	Overstrand Municipality has won the Waste Management category of the Western Cape Greenest Municipality Competition for the 7th time in the last 9 years, and the Water Management and Conservation category for the 4th time in the last 5 years.
		Overstrand Municipality received Certificates of Outstanding Achievement for Innovation for (1) the Rethink the Bag Project, and (2) the Outsourcing of Overstrand Municipal Bulk Water and Waste Water Works.
		Successfully completed various capital projects, including the replacement of a section of the main bulk outfall sewer from Kleinmond to the Kleinmond WWTW, and started with the upgrading of the Bientang sewerage pump station in Hermanus.
		The Water Services Audit Report for 2016/17 was submitted to DWS in October 2017, as required by legislation.

Table 78: Performance highlights per functional area

Photo gallery - Area Management project highlights

HERMANUS ADMINISTRATION

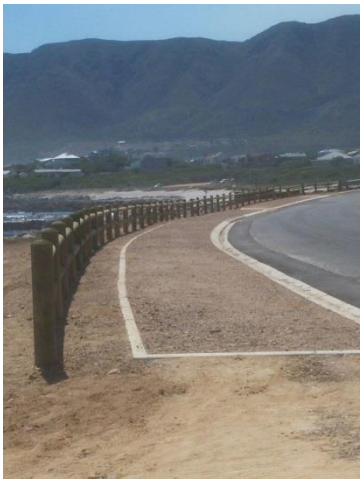
Former clinic upgraded into offices for the Human Resources department, Hermanus

Onrus Caravan Park- ablution facilities upgraded

Albertyn Street traffic calming

Cliff Edge Board walk upgrade

New road map, Vermont



Sandbaai coastal area upgraded

GANSBAAI/ STANFORD ADMINISTRATION

New waste skip bins in Franskraal & Masakhane

New crèche, Blompark- partners Irvin & Johnson & Gamco Construction Services

Strandveld Street in Baardskeerdersbos tarred

Castle Beach (Pearly Beach) – construction of ablution facilities for people with less abilities in process

Tourism facilities- new viewing deck constructed on the river banks of the Kleinrivier, Stanford

c) Overview of performance per directorate

The performance statistics in the table below and all the graphs in the following sub paragraphs include performance in terms of the SDBIP for the 2017/18 financial year and where applicable, in comparison to the 2015/16 and 2016/17 financial years.

Directorates	Financial Year	Total KPIs	KPIs Extremely Well Met	KPIs Well Met	KPIs Met	KPIs almost Met	KPIs not Met	% of KPI's met (100% and above)
Council and Municipal Manager	2015/16	15	1	1	9	3	1	73%
	2016/17	12	1	0	10	1	0	92%
	2017/18	**13**	**0**	**4**	**7**	**1**	**1**	**85%**
Management Services	2015/16	81	6	10	61	3	1	95%
	2016/17	88	8	10	63	6	1	92%
	2017/18	**98**	**6**	**16**	**65**	**10**	**1**	**89%**
Protection Services	2015/16	53	9	10	32	1	1	96%
	2016/17	55	10	9	33	3	0	94%
	2017/18	**54**	**5**	**9**	**30**	**8**	**2**	**81%**
Financial Services	2015/16	67	3	8	52	4	0	94%
	2016/17	69	3	10	54	2	0	97%
	2017/18	**76**	**5**	**17**	**52**	**2**	**0**	**97%**
Community Services	2015/16	126	7	56	35	26	3	77%
	2016/2017	154	6	62	40	45	1	70%
	2017/18	**132**	**3**	**54**	**45**	**28**	**2**	**77%**
Infrastructure and Planning Services	2015/16	43	2	12	20	6	3	79%
	2016/17	42	2	13	22	5	0	88%
	2017/18	**45**	**4**	**13**	**19**	**8**	**1**	**80%**
Economic Development Services	2015/16	28	6	4	15	2	1	89%
	2016/17	28	7	1	16	2	2	86%
	2017/18	**29**	**6**	**5**	**14**	**3**	**1**	**86%**

Table 79: Summary of total performance per Directorate

The graph provides and illustrative overview of the overall performance results of all the KPI's measured as at 30 June 2018

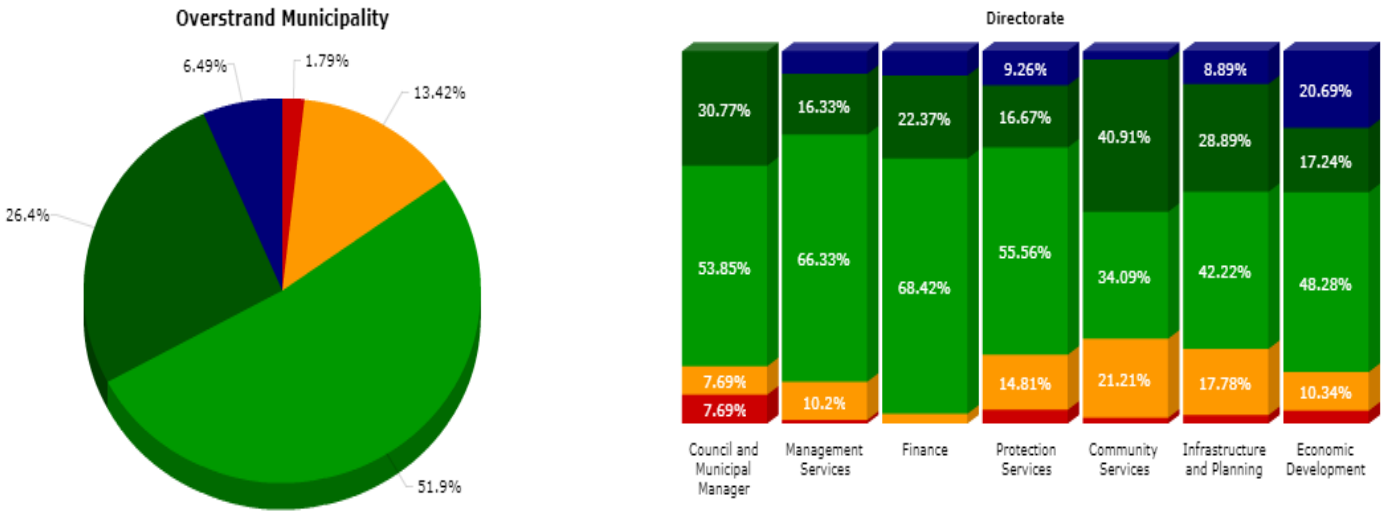


Figure 11: Overall performance of directorates for 2017/18

Overall, the municipality met 379 (85%) of a total number of 447 key performance indicators (KPIs) for the period 01 July 2017 – 30 June 2018. 60 (13.42%) of KPIs were almost met and 8 (1.8%) of the indicators were not met.

d) Performance per functional area (Department/Operational SDBIP)

d.1) Council and Municipal Manager consists of the following divisions:

- Council
- Municipal Manager
- Internal Audit

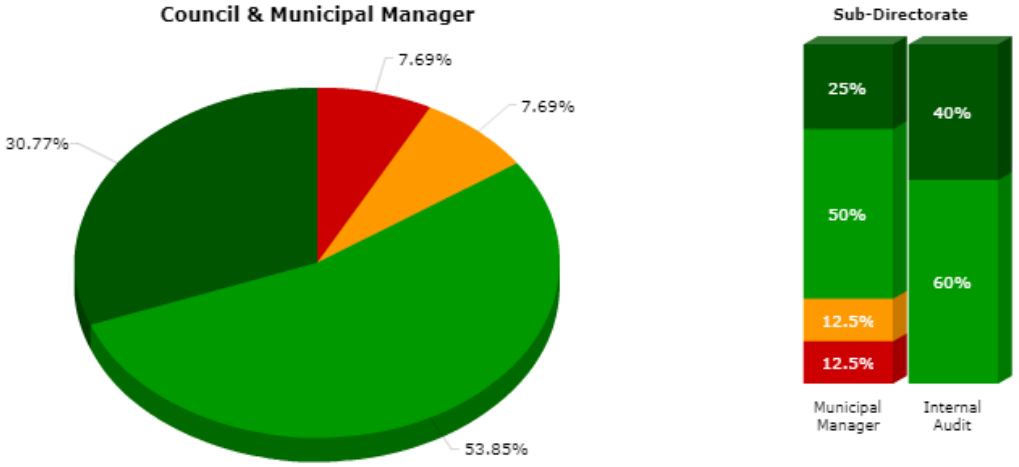
The Operational Key Performance Indicators for Council and Municipal Manager are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality

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

Table 80: Functional alignment- Council and Municipal Manager

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



Council & Municipal Manager		Sub-Directorate	
		Municipal Manager	Internal Audit
KPI Not Met	1 (7.7%)	1 (12.5%)	-
KPI Almost Met	1 (7.7%)	1 (12.5%)	-
KPI Met	7 (53.8%)	4 (50%)	3 (60%)
KPI Well Met	4 (30.8%)	2 (25%)	2 (40%)

Figure 12: Council and Municipal Manager Sub-directorate performance

KPI Extremely Well Met	-	-	-
Total:	**13**	**8**	**5**

d.2) Management Services consists of the following divisions:

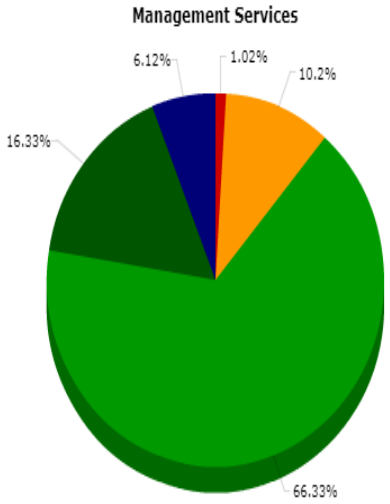
- Director: Management Services
- Communications
- Council and Support Services
- Human Resources
- Information Technology
- Legal Services
- Strategic Services

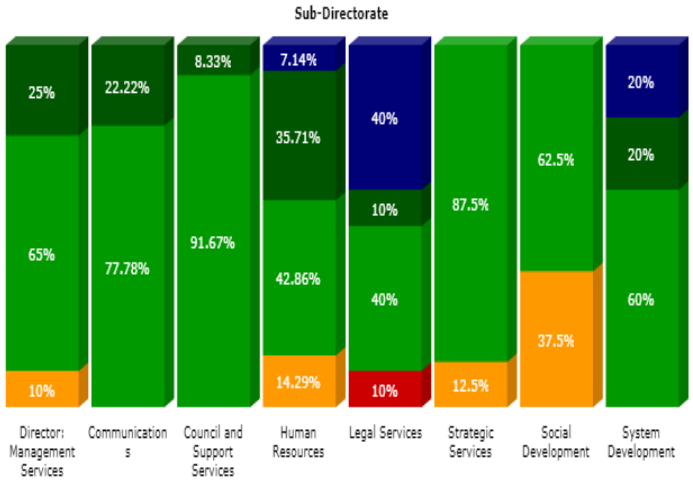
The Operational Key Performance Indicators for Management Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

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

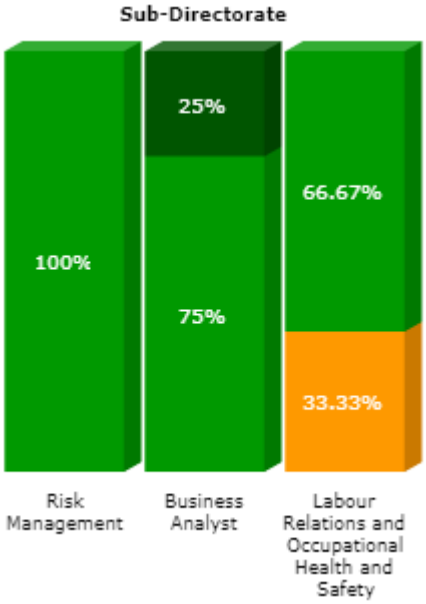
Table 81: Functional alignment - Management Services

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





Management Services		Sub-Directorate							
		Director: Management Services	Communications	Council and Support Services	Human Resources	Legal Services	Strategic Services	Social Development	System Development
KPI Not Met	1 (1%)	-	-	-	-	1 (10%)	-	-	-
KPI Almost Met	10 (10.2%)	2 (10%)	-	-	2 (14.3%)	-	1 (12.5%)	3 (37.5%)	-
KPI Met	65 (66.3%)	13 (65%)	7 (77.8%)	11 (91.7%)	6 (42.9%)	4 (40%)	7 (87.5%)	5 (62.5%)	3 (60%)
KPI Well Met	16 (16.3%)	5 (25%)	2 (22.2%)	1 (8.3%)	5 (35.7%)	1 (10%)	-	-	1 (20%)
KPI Extremely Well Met	6 (6.1%)	-	-	-	1 (7.1%)	4 (40%)	-	-	1 (20%)
Total:	**98**	**20**	**9**	**12**	**14**	**10**	**8**	**8**	**5**



Management Services	Sub-Directorate		
	Risk Management	Business Analyst	Labour Relations and Occupational Health and Safety
KPI Not Met	-	-	-
KPI Almost Met	-	-	2 (33.3%)
KPI Met	2 (100%)	3 (75%)	4 (66.7%)
KPI Well Met	-	1 (25%)	-
KPI Extremely Well Met	-	-	-
Total:	**2**	**4**	**6**

Figure 13: Management Services sub-directorate performance

d.3) Finance consists of the following divisions:

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

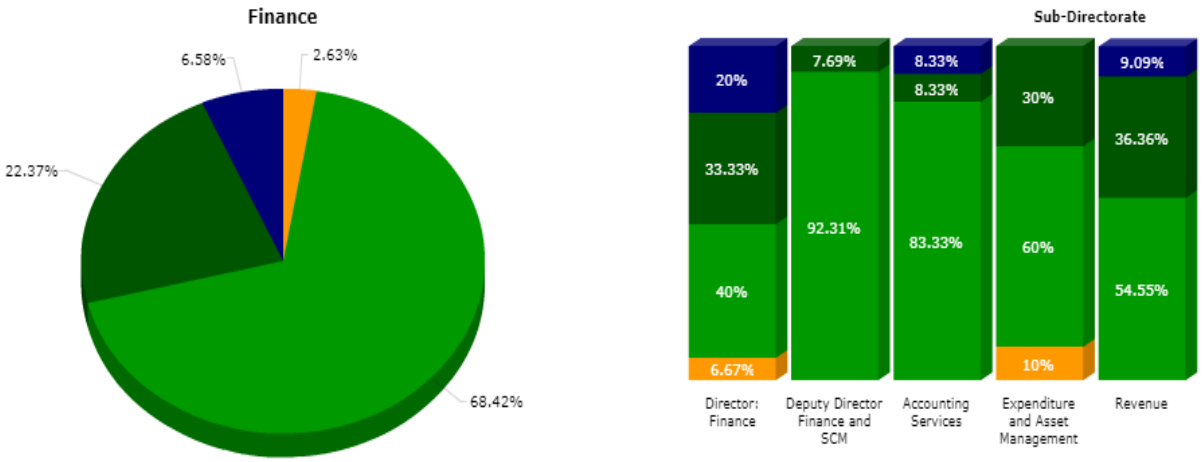
➔ Systems Administrator Finance

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

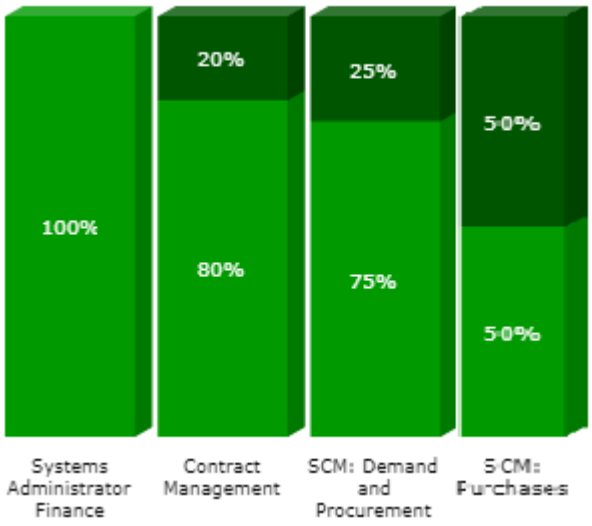
National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality
Municipal Financial Viability and Management	Optimisation of financial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

Table 82: Functional alignment – Finance

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



Finance		Sub-Directorate				
		Director: Finance	Deputy Director Finance and SCM	Accounting Services	Expenditure and Asset Management	Revenue
KPI Not Met	-	-	-	-	-	-
KPI Almost Met	2 (2.6%)	1 (6.7%)	-	-	1 (10%)	-
KPI Met	52 (68.4%)	6 (40%)	12 (92.3%)	10 (83.3%)	6 (60%)	6 (54.5%)
KPI Well Met	17 (22.4%)	5 (33.3%)	1 (7.7%)	1 (8.3%)	3 (30%)	4 (36.4%)
KPI Extremely Well Met	5 (6.6%)	3 (20%)	-	1 (8.3%)	-	1 (9.1%)
Total:	**76**	**15**	**13**	**12**	**10**	**11**



Finance	Sub-Directorate			
	Systems Administrator Finance	Contract Management	SCM: Demand and Procurement	SCM: Purchases
KPI Not Met	-	-	-	-
KPI Almost Met	-	-	-	-

Finance	Sub-Directorate			
	Systems Administrator Finance	Contract Management	SCM: Demand and Procurement	SCM: Purchases
KPI Met	4 (100%)	4 (80%)	3 (75%)	1 (50%)
KPI Well Met	-	1 (20%)	1 (25%)	1 (50%)
KPI Extremely Well Met	-	-	-	-
Total:	**4**	**5**	**4**	**2**

Figure 14: Finance sub-directorate performance

d.4) Community Services consists of the following divisions:

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

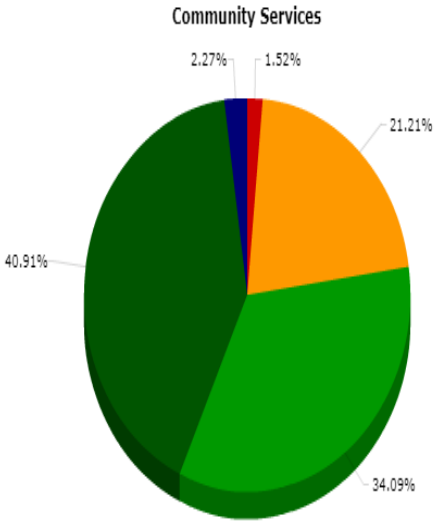
The Operational Key Performance Indicators for Community Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

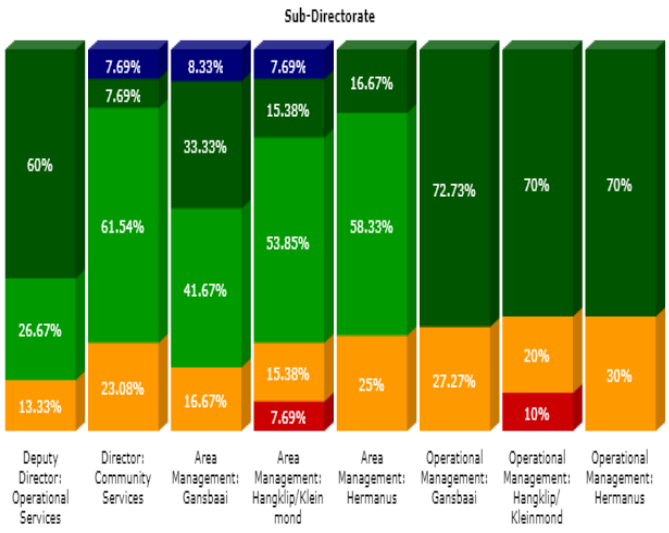
National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
Good Governance and Public Participation	Good governance	Encouragement of structured community participation in the affairs of the municipality

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

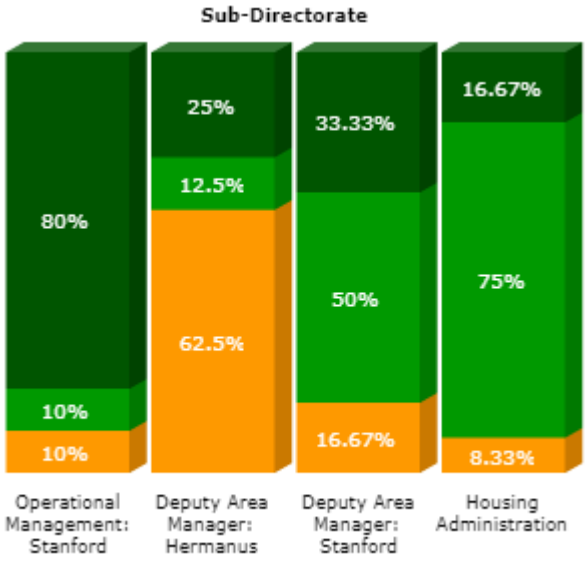
Table 83: Functional alignment - Community Services

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





Community Services		Sub-Directorate							
		Deputy Director: Operational Services	Director: Community Services	Area Management: Gansbaai	Area Management: Hangklip/ Kleinmond	Area Management: Hermanus	Operational Management: Gansbaai	Operational Management: Hangklip/ Kleinmond	Operational Management: Hermanus
KPI Not Met	2 (1.5%)	-	-	-	1 (7.7%)	-	-	1 (10%)	-
KPI Almost Met	28 (21.2%)	2 (13.3%)	3 (23.1%)	2 (16.7%)	2 (15.4%)	3 (25%)	3 (27.3%)	2 (20%)	3 (30%)
KPI Met	45 (34.1%)	4 (26.7%)	8 (61.5%)	5 (41.7%)	7 (53.8%)	7 (58.3%)	-	-	-
KPI Well Met	54 (40.9%)	9 (60%)	1 (7.7%)	4 (33.3%)	2 (15.4%)	2 (16.7%)	8 (72.7%)	7 (70%)	7 (70%)
KPI Extremely Well Met	3 (2.3%)	-	1 (7.7%)	1 (8.3%)	1 (7.7%)	-	-	-	-
Total:	**132**	**15**	**13**	**12**	**13**	**12**	**11**	**10**	**10**



	Sub-Directorate			
	Operational Management: Stanford	**Deputy Area Manager: Hermanus**	**Deputy Area Manager: Stanford**	**Housing Administration**
KPI Not Met	-	-	-	-
KPI Almost Met	1 (10%)	5 (62.5%)	1 (16.7%)	1 (8.3%)
KPI Met	1 (10%)	1 (12.5%)	3 (50%)	9 (75%)
KPI Well Met	8 (80%)	2 (25%)	2 (33.3%)	2 (16.7%)
KPI Extremely Well Met	-	-	-	-
Total:	**10**	**8**	**6**	**12**

Figure 15: Community Services sub-directorate performance

d.5) Protection Services consists of the following divisions:

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

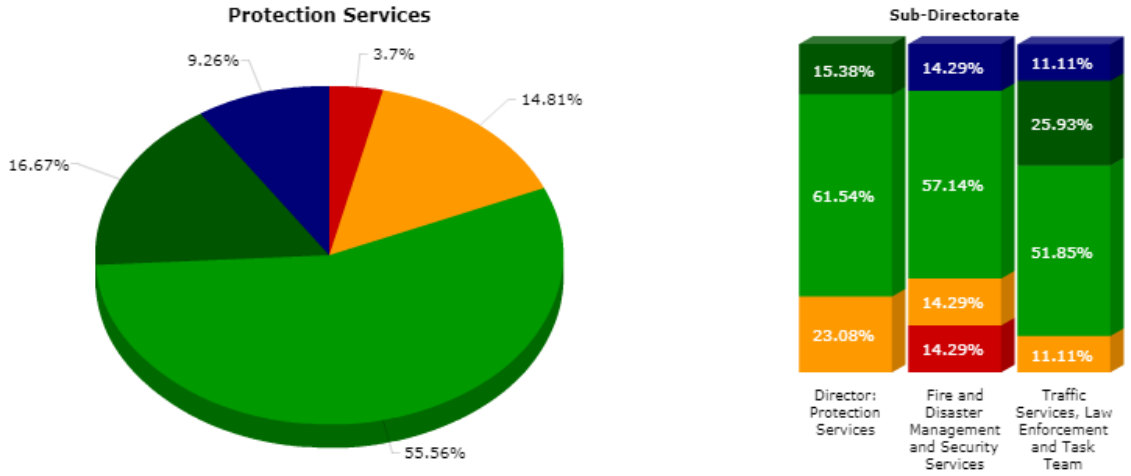
The Operational Key Performance Indicators for Protection Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

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

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

Table 84: Functional alignment - Protection Services

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



Protection Services		Sub-Directorate		
		Director: Protection Services	Fire and Disaster Management and Security Services	Traffic Services, Law Enforcement and Task Team
KPI Not Met	2 (3.7%)	-	2 (14.3%)	-
KPI Almost Met	8 (14.8%)	3 (23.1%)	2 (14.3%)	3 (11.1%)
KPI Met	30 (55.6%)	8 (61.5%)	8 (57.1%)	14 (51.9%)
KPI Well Met	9 (16.7%)	2 (15.4%)	-	7 (25.9%)
KPI Extremely Well Met	5 (9.3%)	-	2 (14.3%)	3 (11.1%)

Protection Services		Sub-Directorate		
		Director: Protection Services	Fire and Disaster Management and Security Services	Traffic Services, Law Enforcement and Task Team
Total:	**54**	**13**	**14**	**27**

Figure 16: Protection Services sub-directorate performance

d.5) Infrastructure and Planning Services consists of the following divisions:

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

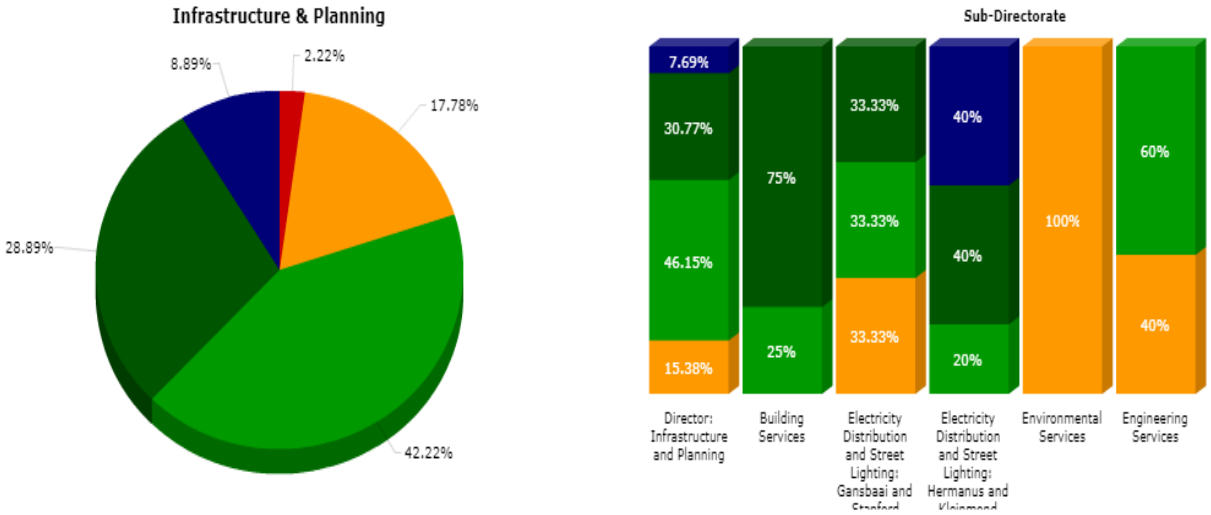
The Operational Key Performance Indicators for Infrastructure and Planning Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

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

National Key Performance Area	Municipal Key Performance Area	IDP Strategic Objectives
		Creation and maintenance of a safe and healthy environment

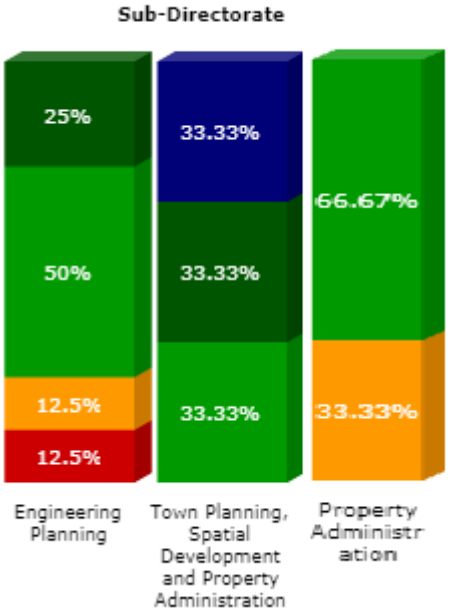
Table 85: Functional alignment - Infrastructure and Planning Services

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



Infrastructure & Planning		Sub-Directorate					
		Director: Infrastructure and Planning	Building Services	Electricity Distribution and Street Lighting: Gansbaai and Stanford	Electricity Distribution and Street Lighting: Hermanus and Kleinmond	Environmental Services	Engineering Services
KPI Not Met	1 (2.2%)	-	-	-	-	-	-
KPI Almost Met	8 (17.8%)	2 (15.4%)	-	1 (33.3%)	-	1 (100%)	2 (40%)
KPI Met	19 (42.2%)	6 (46.2%)	1 (25%)	1 (33.3%)	1 (20%)	-	3 (60%)
KPI Well Met	13 (28.9%)	4 (30.8%)	3 (75%)	1 (33.3%)	2 (40%)	-	-

Infrastructure & Planning		Sub-Directorate					
		Director: Infrastructure and Planning	Building Services	Electricity Distribution and Street Lighting: Gansbaai and Stanford	Electricity Distribution and Street Lighting: Hermanus and Kleinmond	Environmental Services	Engineering Services
KPI Extremely Well Met	4 (8.9%)	1 (7.7%)	-	-	2 (40%)	-	-
Total:	**45**	**13**	**4**	**3**	**5**	**1**	**5**



Infrastructure & Planning	Sub-Directorate		
	Engineering Planning	Town Planning, Spatial Development and Property Administration	Property Administration
KPI Not Met	1 (12.5%)	-	-
KPI Almost Met	1 (12.5%)	-	1 (33.3%)
KPI Met	4 (50%)	1 (33.3%)	2 (66.7%)
KPI Well Met	2 (25%)	1 (33.3%)	-

Infrastructure & Planning	Sub-Directorate		
	Engineering Planning	Town Planning, Spatial Development and Property Administration	Property Administration
KPI Extremely Well Met	-	1 (33.3%)	-
Total:	8	3	3

Figure 17: Infrastructure and Planning Services sub-directorate performance

d.6) Economic Development and Tourism Services consists of the following divisions:

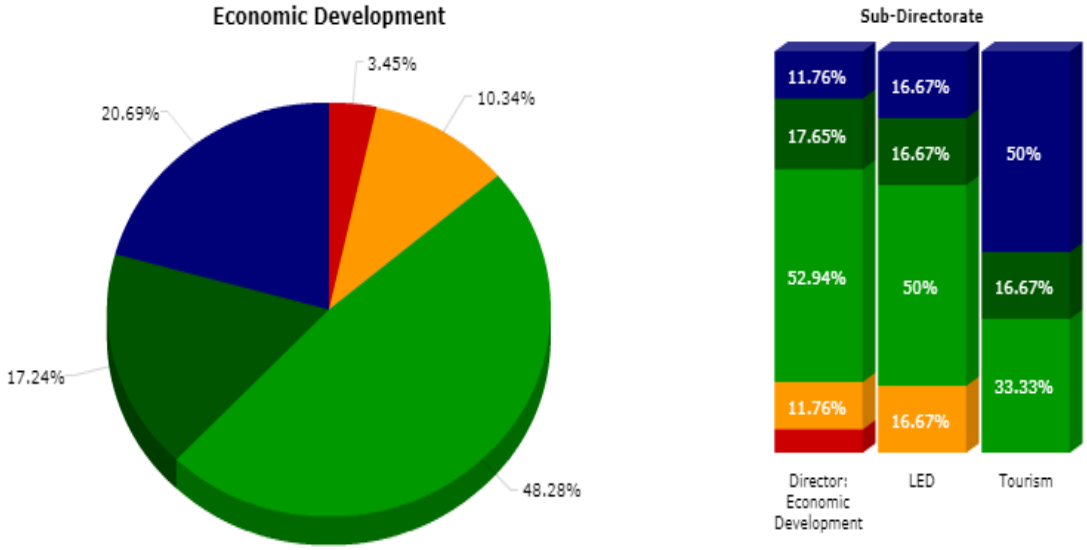
- Director: Economic Development
- LED

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

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

Table 86: Functional alignment - Economic Development Services

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



Economic Development		Sub-Directorate		
		Director: Economic Development	LED	Tourism
KPI Not Met	1 (3.4%)	1 (5.9%)	-	-
KPI Almost Met	3 (10.3%)	2 (11.8%)	1 (16.7%)	-
KPI Met	14 (48.3%)	9 (52.9%)	3 (50%)	2 (33.3%)
KPI Well Met	5 (17.2%)	3 (17.6%)	1 (16.7%)	1 (16.7%)
KPI Extremely Well Met	6 (20.7%)	2 (11.8%)	1 (16.7%)	3 (50%)
Total:	**29**	**17**	**6**	**6**

Figure 18: Economic Development sub-directorate performance

3.3 COMPONENT A: BASIC SERVICES

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

3.3.1 WATER PROVISION

a) Introduction to Water Provision

Overstrand Municipality has 8 water schemes, providing water to more than 90 000 residents. Water sources include rivers, dams, boreholes, springs, and fountains. All residents have access to at least a basic water supply service. The top priorities are to develop sufficient sources, adequate treatment capacity, as well as bulk and reticulation system capacity to address the housing backlog and to provide for growth and development in the foreseeable future.

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

The main projects for 2017/18 included the commencement of a basic environmental assessment process for the construction of an additional reservoir at Pringle Bay, and the installation of a new generator at the Franskraal Waterworks. The replacement of ageing domestic and bulk water meters continued.

Planning for the new reservoir at Pringle Bay

A water demand management strategy is in place as part of the municipality's Turn Around Strategy, with the focus to keep water demand under control and to decrease water losses. Losses were reduced to 18.82% in 2017/18, compared to 21.32% in 2016/17.

b) Highlights: Water Services

Highlights	Description
Water Services Audit	The Overstrand Water Services Audit for 2016/17 was submitted to the Department of Water & Sanitation in October 2017, in accordance with legal requirements.
Water Demand Management	Overstrand Municipality successfully continued with its Water Conservation and Demand Management program, and water losses were further reduced to 18.82% in 2017/18, compared to 21.32% in 2016/17.
Replacement of water meters	1455 Water meters were replaced.

Table 87: Water Services Highlights

c) Challenges: Water Services

Description	Progress made in 2017/18 to address challenge
Drought in the Western Cape	The town in Overstrand which is currently the most affected by the current Western Cape drought, is Hermanus. Level 1 water restrictions were implemented from 1 November 2017, and level 2 from 1 June 2018.
Ageing infrastructure	Increased the maintenance budget and enhanced asset replacement programmes through the capital budget.

Table 88: Water Services Challenges

Total Use of Water by Sector (cubic meters)					
Year	**Agriculture**	**Forestry**	**Industrial**	**Domestic**	**Un accountable water losses**
2011/12	0	0	1 120 359	4 040 527	1 858 105
2012/13	0	0	1 167 319	4 209 885	1 842 214
2013/14	0	0	1 119 546	4 037 849	1 619 350
2014/15	0	0	549 104	4 546 799	1 376 842
2015/16	0	0	553 132	4 582 163	1 490 912
2016/17	0	0	450 012	4 586 038	1 611 844
2017/18	0	0	1 243 558	4 255 924	1 274 996
The above figures for "Industrial" include commercial, industrial, and "other", being all non-domestic consumption. It is clear that water losses decreased significantly as a result of the water demand management program. The overall water demand also decreased as a result of water demand management and good co-operation from the public.					

Table 89: Total water use by sector (cubic meters)

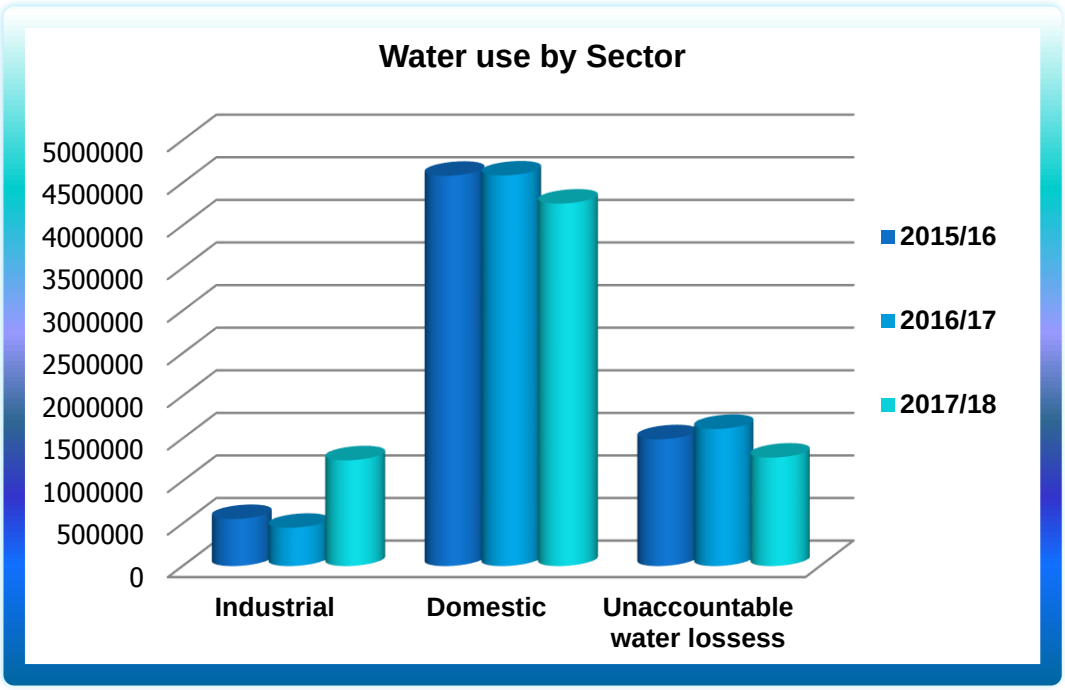


Figure 19: Water use by sector

Water Service Delivery Levels					
Households					
Description	2013/14	2014/15	2015/16	2016/17	2017/18
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
Water: (above min level)					
Piped water inside dwelling	32032	32 544	32 976	34 449	29174
Piped water inside yard (but not in dwelling)	0	0	0	0	0
Using public tap (within 200m from dwelling)	3334	3188	3106	3067	3052
Other water supply (within 200m)	155	0	0	0	0
Minimum Service Level and Above sub-total	35098	35732	36082	37388	32226
Minimum Service Level and Above Percentage	100	100	100	100	100
Water: (below min level)					
Using public tap (more than 200m from dwelling)	0	0	0	0	0
Other water supply (more than 200m from dwelling	0	0	0	0	0
No water supply	0	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0	0
Total number of households	**35098**	**35732**	**36 082**	**37 388**	**32226**

Water Service Delivery Levels					
Households					
Description	2013/14	2014/15	2015/16	2016/17	2017/18
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
Includes informal settlements					

Table 90: Water service delivery levels: Households

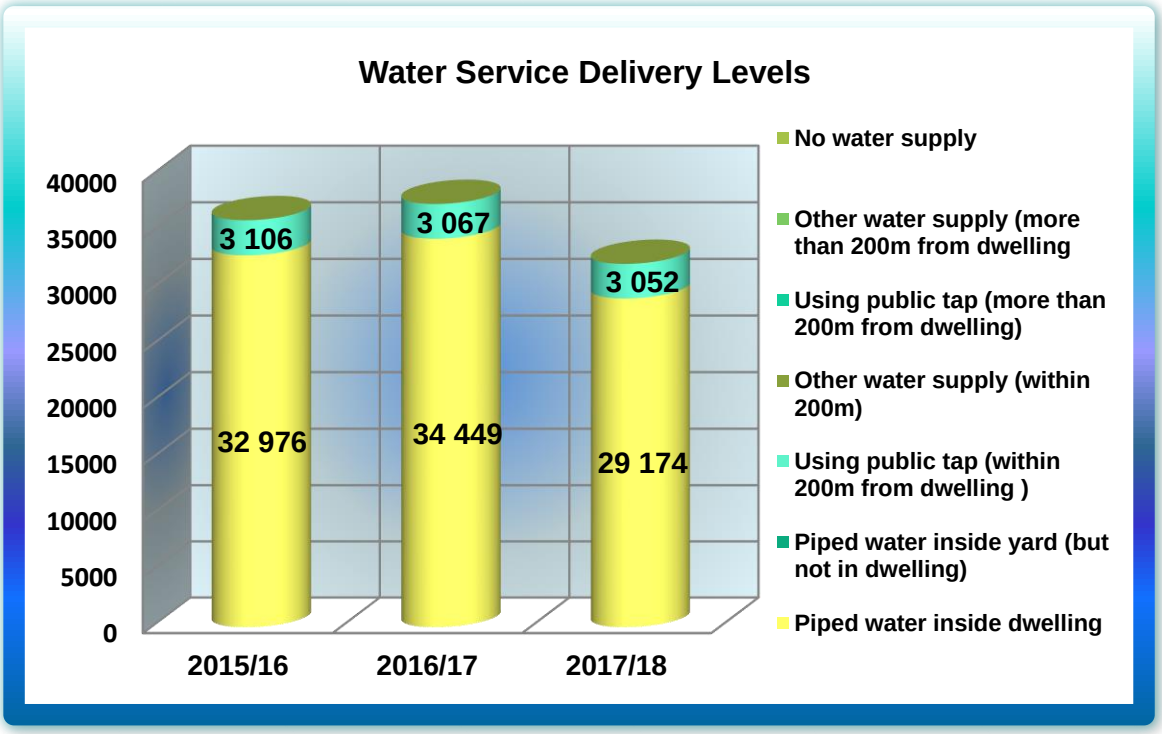


Figure 20: Water Service Delivery levels

Access to Water			
Financial year	Proportion of households with access to water points*	Proportion of households with access to piped water	Proportion of households receiving 6 kl free#
2012/13	11.1%	100%	100%
2013/14	9.9%	100%	100%
2014/15	8.9%	100%	18.3%
2015/16	8.6%	100%	20.8%
2016/17	*9.2%	100%	19.8%
2017/18	*9.47%	100%	23%
** Means access to 25 litres of potable water per day supplied within 200m of a household and with a minimum flow of 10 litres per minute* *# 6,000 litres of potable water supplied per formal connection per month*			

Access to Water			
Financial year	**Proportion of households with access to water points***	**Proportion of households with access to piped water**	**Proportion of households receiving 6 kl free#**
** Total households in informal areas / total households in Overstrand as a %.*			

Table 91: Access to water

d) Service delivery indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance 2017/2018			
						Target	Actual	R	Corrective Measures
TL4	The provision and maintenance of municipal services	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	All	98.97%	95%	98%		Target well met
TL5	The provision and maintenance of municipal services	Limit unaccounted water to less than 20% {(Number of kilolitre water purified - Number of kilolitre water sold)/Number of kilolitre purified x 100)}	% of water unaccounted for	All	19.14%	20%	18.82%		Target extremely well met
TL21	The provision and maintenance of municipal services	Report on the implementation of the Water Service Development plan annually by the end of October 2017	Report submitted	All	1	1	1		Target met
TL31	The provision and maintenance of municipal services	Provision of water to informal households based on the standard of 1 water point to 25 households	The number of taps installed in relation to the number of informal households.	All	252	252	253		Target well met
TL32	The provision and maintenance of municipal services	Provision of cleaned piped water to all formal households within 200 m from households	No of formal households that meet agreed service standards for piped water	All	34,449	29,329	29,174		The difference in the figures however relates to the following aspects: - Consolidation of properties; Removal of meters on

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance 2017/2018			
						Target	Actual	R	Corrective Measures
									request of property owners and the general redevelopment of properties on the initiative of property owners.

Table 92: Service delivery indicators: Water services

Employees: Water Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	36	34	26	22	16	16	0	0
4 - 6	8	6	4	9	7	5	2	26%
7 - 9	11	12	4	4	2	2	0	0
10 - 12	15	15	15	11	11	10	1	9%
13 - 15	3	3	1	3	3	3	0	0
16 - 18	0	0	0	0	0	0	0	0
19 - 20	1	1	1	1	1	1	0	0
Total	**74**	**71**	**51**	**50**	**40**	**37**	**3**	7.5%
Employees and Posts numbers are as at 30 June.								

Table 93: Employees: Water Services

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

Capital Expenditure 2017/18: Water Services					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**9 300 00**	**4 037 495**	**3 256 548**	**-780 947**	**3 256 548**
WATER FACILITIES (CONTINGENCY)	200 000	488 458	473 498	-14 960	473 498
HAWSTON:BULK WATER UPGRADE FOR HOUSING PROJECT	4 500 000	2 500 000	1 744 159	-75 5841	1 744 159
REPLACE FRANSKRAAL WTW GENSET	700 000	411 542	411 542	0	411 542
NEW RESERVOIR FOR PRINGLE BAY	3 810 000	547 495	547 492	0	547 402
GREY WATER RETICULATION - SCHOOL SITE (PUMP PIPELINE & CONTROL EQUIPMENT)	80 000	80 000	71 602	-8 398	71 602
MINOR ASSETS :WATER DISTRIBUTION	10 000	10 000	8 256	-1 744	8 256
Total project value represents the estimated cost of the project on approval by Council					

Table 94: Capital Expenditure 2017/18: Water Services

81% of the capital budget for Water for 2017/18 was spent.

3.3.2 WASTE WATER (SANITATION) PROVISION

a) Introduction to Sanitation Provision

New sewerage pump station being constructed at Bientang, Hermanus

Overstrand Municipality has 6 waste water schemes. All residents have access to at least a basic sanitation service.

The main challenges are to:

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

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

The Department of Water and Sanitation did not perform any Green Drop assessment of municipal waste water schemes during 2017/18.

Upgrading work in progress on the Kleinmond Bulk Sewer Pipeline

b) Highlights Waste Water (Sanitation) Provision

Highlights	Description
Water Services Audit	The Overstrand Water Services Audit Report, including Sewerage Serves, for 2016/17 was submitted to DWS during October 2017 in accordance with legislative requirements.
Hermanus sewerage pump stations upgrade (continuation of project)	Upgrading of the pump station at Bientang's Cave in Hermanus was started.

Table 95: Waste Water (Sanitation) Provision Highlights

c) Challenges: Waste Water (Sanitation) Provision

Description	Progress made in 2017/18 to address challenge
Provision of adequate treatment capacity in all areas	Upgrade of waste water treatment works when required (tender award for Stanford WWTW was done in 2017/18)
Extension of waterborne sewer networks	Elimination of septic tanks by laying new sewer pipe networks and connecting properties to it. Ensure provision of sewer networks for new developments.
Sludge handling according to legislation	Disposal of dried waste sludge in the most efficient way remains a challenge.
Extension of basic services	Improvement of ratio of sanitation facilities to households in informal settlements.
Lack of suitably qualified personnel	Training of staff. The training of process controllers is being addressed through the bulk water services support contract.
Lack of knowledge of sewer systems by consumers	Public awareness and training.
Ageing infrastructure / lack of maintenance funds	Increased maintenance budget as well as capital for replacement of old infrastructure.
Stormwater infiltration into sewer networks	Public awareness and law enforcement

Description	Progress made in 2017/18 to address challenge
Sewer blockages	Repair/replace sections of pipelines and increase public awareness/education on sewerage systems.
Conservancy tank service (tanker trucks)	Network extension, additional tankers and the replacement of ageing tankers required

Table 96: Waste Water (Sanitation) Provision Challenges

Sanitation Service Delivery Levels					
Households					
Description	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**
	Actual	**Actual**	**Actual**	**Actual**	**Actual**
	No.	**No.**	**No.**	**No.**	**No.**
Sanitation/sewerage: (above minimum level)					
Flush toilet (connected to sewerage)	21 623	23 006	23 623	25770	0 DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS
Flush toilet (with septic tank)	9 799	8 717	8 605	6138	0 DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS
Chemical toilet	0	0	0	0	0
Pit toilet (ventilated)	0	0	0	0	0
Other toilet provisions (above min. service level)	0	0	0	0	0
Minimum Service Level and Above sub-total	31 422	31 723	32 228	33124	32217
Minimum Service Level and Above Percentage	100	100	100	100	100
Sanitation/sewerage: (below minimum level)					
Bucket toilet	0	0	0	0	0
Other toilet provisions (below min. service level)	0	0	0	0	0
No toilet provisions	0	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0	0
Total households	**31 422**	**31 723**	**32 228**	**33124**	**32217** (informal households included (29165+3052)
Including informal settlements					

Table 97: Sanitation service delivery levels

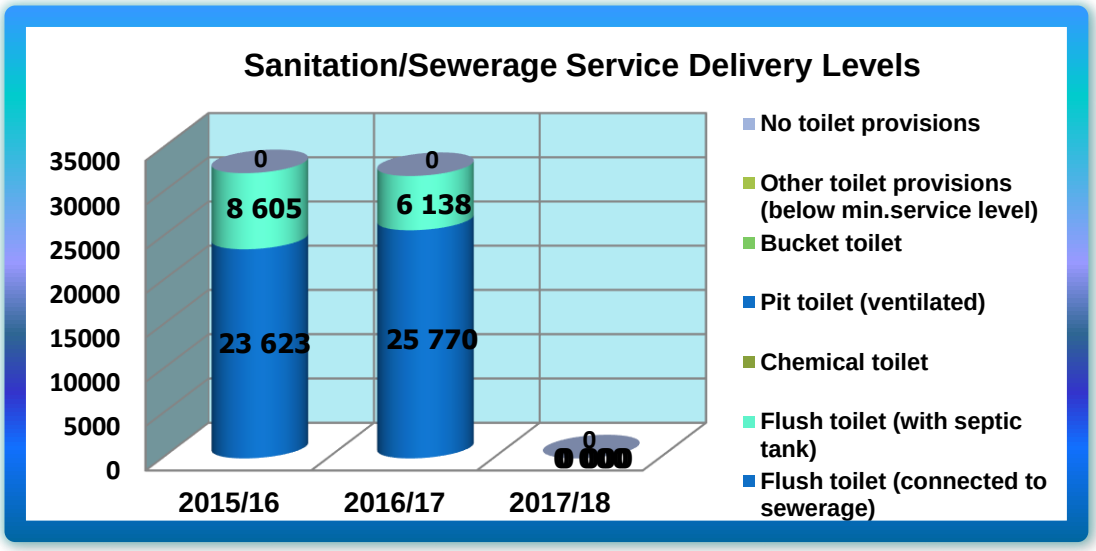


Figure 21: Sanitation/Sewerage Service Delivery Levels

* For 2017/18 the financial system (DB4) cannot differentiate totals – refer to table 98 for the total households

d) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance 2017/2018			
						Target	Actual	R	Corrective Measures
TL3	The provision and maintenance of municipal services	Quality of effluent comply 90% with general limit in terms of the Water Act (Act 36 of 1998)	% compliance	All	92.93%	90%	93.50%		Target well met
TL38	The provision and maintenance of municipal services	The provision of sanitation services to informal households based on the standard of 1 toilet to 5 households	The number of toilet structures provided in relation to the number of informal households	All	794	794	794		Target met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance 2017/2018			
						Target	Actual	R	Corrective Measures
TL39	The provision and maintenance of municipal services	Provision of sanitation services to formal residential households (A household is defined as a residential unit billed for the particular services rendered by way of the financial system (SAMRAS))	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	All	28,841	28,841	29,165		Target well met

Table 98: Service delivery indicators: Waste Water (Sanitation) provision

Employees: Sanitation Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	43	30	29	40	40	39	1	2.5%
4 - 6	10	15	2	4	4	4	0	0
7 - 9	13	16	14	15	14	14	0	0
10 - 12	4	4	0	4	5	5	0	0
13 - 15	0	1	1	0	0	0	0	0
16 - 18	1	1	1	1	1	1	0	0
19 - 20	1	1	1	1	1	1	0	0
Total	**72**	**68**	**48**	**65**	**65**	**64**	**1**	**1.5%**
Employees and Posts numbers are as at 30 June.								

Table 99: Employees Waste Water (Sanitation) Provision

Capital Expenditure 2017/18: Sanitation Services					
R'					
Capital Projects	**2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
UPGRADING OF PUMPSTATIONS	5 000 0000	5 189 315	3 577 334	-1 611 981	3 577 334
SEWERAGE FACILITIES (CONTINGENCY)	500 000	850 000	844 592	-5 408	844 592
UPGRADING OF KIDBROOKE PIPELINE	3 100 000	1 315 000	880 000	- 435 000	880 000
WWTW UPGRADE - STANFORD	8 235 000	2 900 000	1 060 000	-1 840 000	1 060 000
BULK SEWERAGE OUTFALL LINE 525 MM Ø OHS13.2	340 000	0	0	0	0
REHABILITATE MAIN BULK SEWER TO WWTW PH1	3 000 000	1 998 467	1 932 460	-66 067	1 932 460
ADDITIONAL AERATOR AT KLEINMOND WWTW	350 000	0	0	0	0
VEHICLES-SEWERAGE	2 300 000	2 300 000	2 296 494	-3 506	2 296 494
Total All	**22 825 000**	**14 552 782**	**10 590 881**	**- 3 961 900**	**10 590 881**
Total project value represents the estimated cost of the project on approval by Council					

Table 100: Capital Expenditure 2017/18: Waste Water (Sanitation) Provision

73% of the capital budget for Sanitation for 2017/18 was spent.

3.3.3 ELECTRICITY

a) Introduction to Electricity

A set of Guidelines for Small Scale Embedded Generating within the Overstrand Distribution Area was approved and took effect on 1 July 2016. Overstrand has since received multiple enquiries with 12 applications currently completed and various others in the process. These Guidelines give consumers the opportunity to have a grid tied connection and feed all excess energy back into the municipal grid for which they are compensated at an approved annual tariff. All related documents are available on the Overstrand website. (www.overstrand.gov.za/en/documents/electricity).

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

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

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

In this regard, the Municipality has the following responsibilities:

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

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

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

Left- New lighting at the ablution facilities, Zwelihle, Hermanus

Right – Low Volt (LV) upgrade and Cable installation in the Overstrand area

b) Electricity Losses

The electricity losses were determined at 5.12% for the 2017/18 financial year as opposed to the 7.37% in the preceding 2016/17 financial year. Technical losses are calculated at ± 5%. In terms of the

average electricity losses of 14.5% within South Africa based upon Electricity Distribution entities, this is considered an excellent achievement. A target of 8.5% has been set for the next financial year.

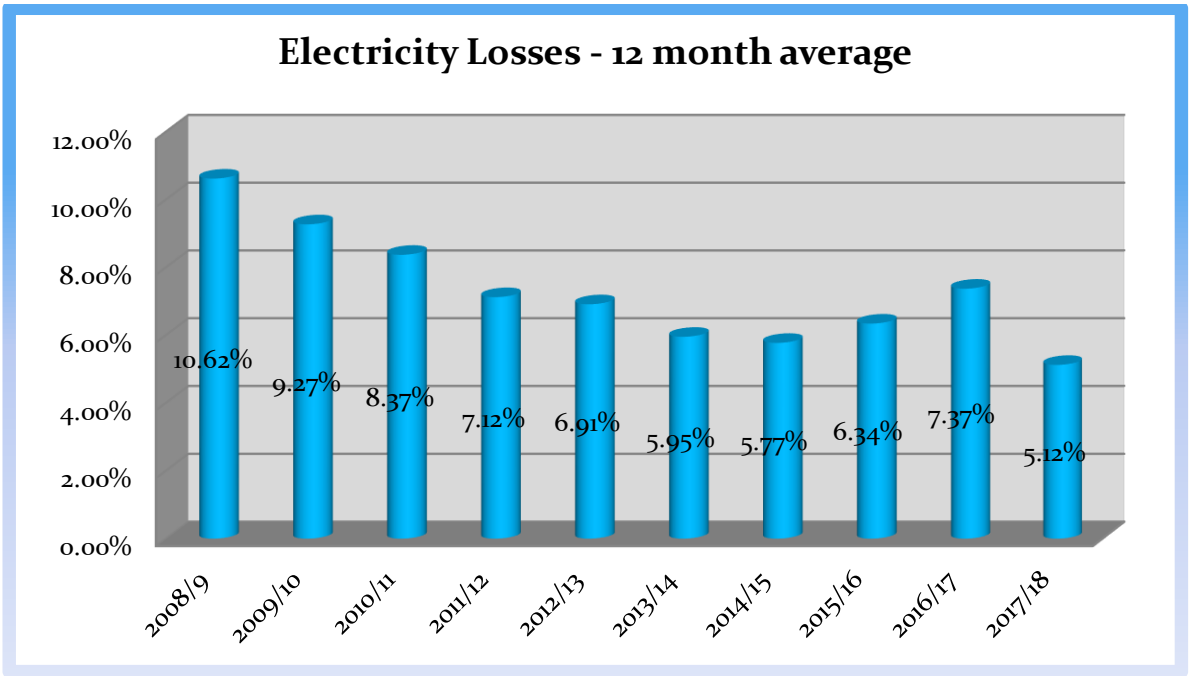


Figure 22: Electricity Losses

c) Highlights: Electricity

Highlights	Description
Gansbaai: CTV, SCADA, Mini-sub and MV/LV Upgrade	A R4 million project was completed in the Gansbaai/ Stanford area. This entailed upgrading of network cables and refurbishing and installing new mini substations in various areas.
Hermanus, Hawston and Kleinmond: Medium Volt (MV) & Low Volt (LV) network upgrade	The project is still in progress and will be completed in the month of September 2018. This entails the upgrading of the MV and LV network that includes new distribution kiosks and new streetlight.
Re-electrification of Mandela Square, Zwelihle	The re-electrification project of the Mandela Square area in Zwelihle is in progress whereby 156 households will be electrified.

Table 101: Electricity Highlights

Left- New distribution kiosk installed in Hawston, part of the MV & LV network upgrade project

Right – Excavation is 100% completed and 80% of the cable installed in Kleinmond

d) Challenges: Electricity

Description	Progress made in 2017/18 to address challenge
Electrification of Informal Settlements	Funds are being sought to electrify approximately 4227 units.
ESKOM's limited capacity and curbing excessive electricity consumption	South Africa has a shortage of electricity generation, which places an onus on all municipalities to reduce electricity consumption by 10%. Unless existing consumers reduce electricity consumption by 10%, it would be very difficult to connect any new customers. Overstrand Municipality launched a project to curb electricity peak consumption by installing hot water cylinder control units. The installation project is close to completion.
Theft of electricity (tampering), cables and vandalism	Theft and vandalism is a growing concern that amounts to great unforeseen expenses. It amounts to power outages and loss of income. Overstrand Municipality works with SAPS and local law enforcement agencies to address this problem. It is however a nation-wide concern that is somewhat uncontrollable.

Table 102: Electricity Challenges

Electricity Service Delivery Levels					
Households					
Description	2013/14	2014/15	2015/16	2016/17	2017/18
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
Energy: **(above minimum level)**					
Electricity (at least min. service level)	7136	6 737	6565	6356	6112

Electricity Service Delivery Levels					
Households					
Description	2013/14	2014/15	2015/16	2016/17	2017/18
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
Electricity - prepaid (min. service level)	16458	16 999	17810	18530	18814
Minimum Service Level and Above sub-total	23594	23 736	24375	24886	24926
Minimum Service Level and Above Percentage	100	100	100	100	100
Energy: **(below minimum level)**					
Electricity (< min. service level)	0	0	0	0	0
Electricity - prepaid (< min. service level)	0	0	0	0	0
Other energy sources	0	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0	0
Total number of households	**23 594**	**23 736**	**24375**	**24886**	**24926**

Table 103: Electricity service delivery levels

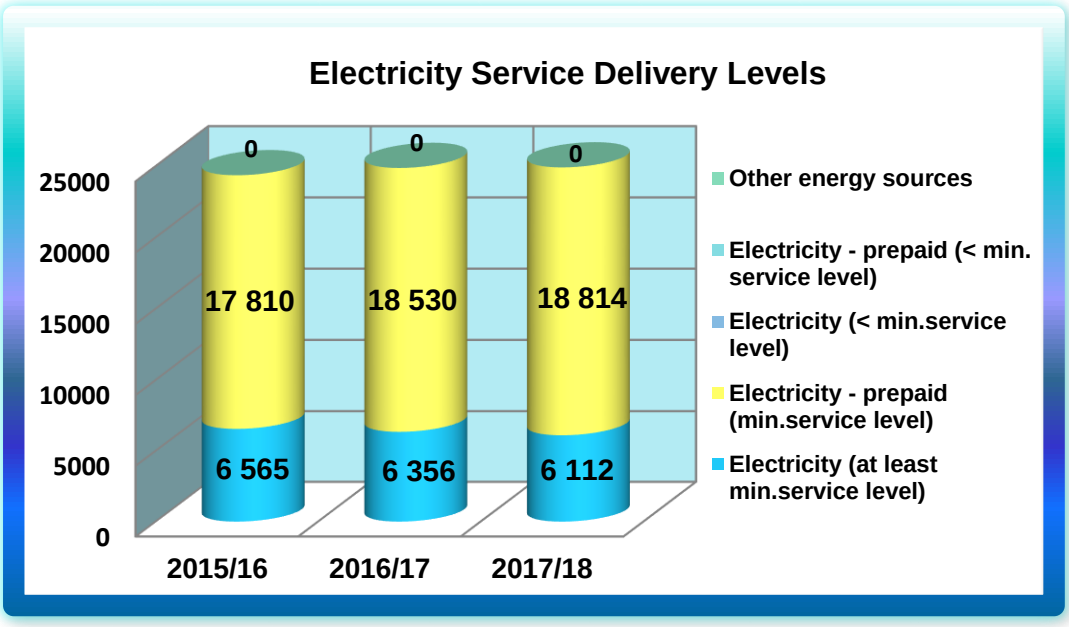


Figure 23: Electricity service delivery levels

Households - Electricity Service Delivery Levels below the minimum							
	Households						
Description	2013/14	2014/15	2015/16	2016/17	2017/18		
	Actual	Actual	Actual	Actual	Original Budget	Adjusted Budget	Actual
	No.	No.	No.	No.	No.	No.	No.
		Formal Settlements					
Total households	23 594	23 736	24 375	24886	24926	24926	24926
Households below minimum service level	0	0	0	0	0	0	0
Proportion of households below minimum service level	0	0	0	0	0	0	0
		Informal Settlements					
Total households	3330	3144	2098	2286	2285	2285	2285
Households below minimum service level			0	0	0	0	0
Proportion of households below minimum service level			0	0	0	0	0

Table 104: Households - Electricity Service Delivery Levels below the minimum

e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL20	The provision and maintenance of municipal services	Limit electricity losses to 7.5% or less {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated) 100}	% of electricity unaccounted for	All	7.37%	7.50%	5.12%		Target extremely well met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL35	The provision and maintenance of municipal services	Provision of Electricity: Number of metered electrical connections in formal areas (Eskom Areas excluded) (Definition: Refers to residential households (RE) and pensioners (PR) as per Finance departments billed households)	Number of formal households that meet agreed service standards	All	20,916	20,400	21,048		Target well met

Table 105: Service delivery indicators: Electricity

Employees: Electricity Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	26	30	28	27	32	28	4	12.5%
4 - 6	6	6	7	5	7	5	2	29%
7 - 9	10	11	9	9	11	9	2	18%
10 - 12	12	14	15	12	16	11	5	31%
13 - 15	6	6	6	6	6	6	0	0
16 - 18	2	2	2	2	2	2	0	0
19 - 20	0	0	0	0	0	0	0	0
Total	**62**	**69**	**67**	**61**	**74**	**61**	**13**	**18%**
Employees and Posts numbers are as at 30 June.								

Table 106: Employees: Electricity services

Capital Expenditure 2017/18: Electricity Services					
R'					
	2017/18				
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
				R	
Total All	**19 790 000**	**16 520 000**	**16 267 579**	**-252 421**	**16 267 579**

Capital Expenditure 2017/18: Electricity Services					
R'					
	2017/18				
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
				R	
Gansbaai: CCTV, SCADA, Mini-substation and MV/LV Upgrade (50250010451)	3 000 000	3 000 000	2 999 987	0	2 999 987
Electrification of Low Cost Housing areas (INEP) (50250010651)	4 000 000	4 000 000	4000 000	0	4 000 000
Fisherhaven Streetlights (50250081011)	50 000	50 000	50 000	0	50 000
Street lights (50250081021)	40 000	40 000	40 000	0	40 000
Hermanus: MV & LV Upgrade/ Replacement (50250010471)	2 000 000	2 000 000	1 999 990	0	1 999 990
Hermanus: MV & LV Upgrade/ Replacement (50250010481)	4 650 000	1 000 000	964 169	-35 831	964
Kleinmond: MV & LV Upgrade/ Replacement (50250010491)	2 000 000	2 000 000	1 999 997	-10	1 999 997
Hawston: MV & LV Upgrade/ Replacement (50250010501)	2 000 000	2 000 000	1 999 997	-10	1 999 997
Minor Assets: Electricity – HM & KM	25 000	25 000	19 171	-5 829	19 171
Minor Assets: Electricity – GB & ST	25 000	25 000	22 918	-2 082	22 918
Area lighting for ablution facilities	0	360 000	360 000	0	360 000
Vehicles – Electricity	1 000 000	1 000 000	818 932	0	818 932
Electricity Transformers (Capital replacement contingency)	1 000 000	1 000 000	972 334	-27 666	972 334

Table 107: Capital Expenditure 2017/18: Electricity Services

98% of the capital budget for Electricity for 2017/18 was spent.

3.3.4 WASTE MANAGEMENT (REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANING AND RECYCLING)

Overstrand learners mesmerised by Story Teams puppet show about recycling

1 832 children were reached in 2017/18.

a) Introduction to Waste Management

Overstrand Municipality is delivering a first world solid waste service to the residents of Overstrand and all residents are receiving the service at least once a week. A two bag system is applied, i.e. a black bag for wet waste and a clear bag for recycling. In baboon problem areas a baboon proof bin is compulsory.

Overstrand Municipality has two material recovery facilities, one in Hermanus and the other one in Gansbaai which is operated by private contractors on behalf of Overstrand Municipality providing jobs for +- 50 people. In December pamphlets about recycling were distributed to every household explaining how it works. The aim was to target the holiday makers so that they know what to do and on which day of the week the recycling and household refuse is removed from the houses.

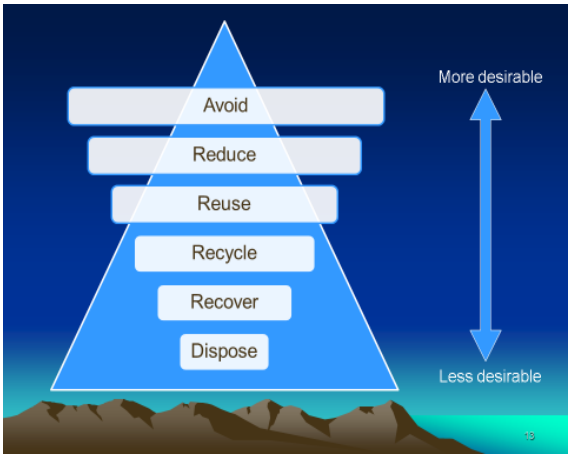
An agreement with the Overberg District Municipality has been reached to lease the operational area of Karwyderskraal to build a new cell for the Overstrand Municipality's account and to operate the cell for its life span. Overstrand built Cell 3 and the company Averda is managing Karwyderskraal Landfill on behalf of Overstrand Municipality. It is estimated that Cell 3 will reach its capacity in March 2019. Overberg District Municipality will build cell 4 and it is estimated that the new cell will be operational in April 2019. A new agreement between Overberg District Municipality, Overstrand Municipality and Theewaterskloof Municipality has been concluded, that the landfill can be used by both municipalities till it reaches its capacity.

The informal areas are serviced with swing bins and mini disposal sites for the residents to dispose of their refuse. In the disadvantaged areas private contractors are deployed for area and street cleaning. The criteria are that the contractor must stay in the area and is only allowed to employ unemployed people from that area. Although their main purpose is cleaning, they must also do awareness about cleanliness. The three service priorities are to provide a service that is affordable, effective and efficient to the residents.

Overstrand Municipality also committed itself to become a plastic bag free municipality and this project is included in the IDP. Each councillor and employee attended a power point presentation of the dangers of plastic for the environment and the ocean. They then received a reusable bag made of parachute material, after which plastic carry bags are not allowed. The campaign was well received.

A puppet show about recycling has been developed. The aim is to target the small children and introduce them to recycling in a playful way. The show is translated in Afrikaans, English and Xhosa to reach as many children as possible. 1 832 children has been reached in 2017/18.

Overstrand Municipality has won the Waste Management Section of the Western Cape Greenest Municipality Competition seven times in the last nine years.



Vision of Overstrand Municipality of the hierarchy of waste

b) Highlights: Waste Management

Highlights	Description
Winner of the Waste Management Category of the Greenest Town Competition for the seventh time	Competition between all the Municipalities in the Western Cape Province.

Table 108: Waste Management Highlights

Greenest Town Judges accompanied by officials

c) Challenges: Waste Management

Description	Progress in 2017/18 to address challenge
Aging Solid Waste Vehicles	New compactor budgeted for in the 2018/2019 financial year
Pressure on staff to deliver service with fast growing communities	No progress in 2017/2018 but more staff is budgeted for 2018/2019 financial year

Table 109: Waste Management Challenges

Solid Waste Service Delivery Levels					
Households					
Description	2013/14	2014/15	2015/16	2016/17	2017/18
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
Solid Waste Removal: (Minimum level)					
Removed at least once a week	30 246	30 719	31 132	32 029	32 695
Minimum Service Level and Above sub-total	**30 246**	**30 719**	**31 132**	**32 029**	**32 695**
Minimum Service Level and Above percentage	**100%**	**100%**	**100%**	**100%**	**100%**
Solid Waste Removal: (Below minimum level)					
Removed less frequently than once a week	0	0	0	0	0
Using communal refuse dump	0	0	0	0	0
Using own refuse dump	0	0	0	0	0
Other rubbish disposal	0	0	0	0	0
No rubbish disposal	0	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0	0
Below Minimum Service Level percentage	0	0	0	0	0
Total number of households	**30 246**	**30 719**	**31 132**	**32 029**	**32 695**

Table 110: Solid Waste Service Delivery Levels

Children chose products out of the swop shop as a reward for collecting recyclable items

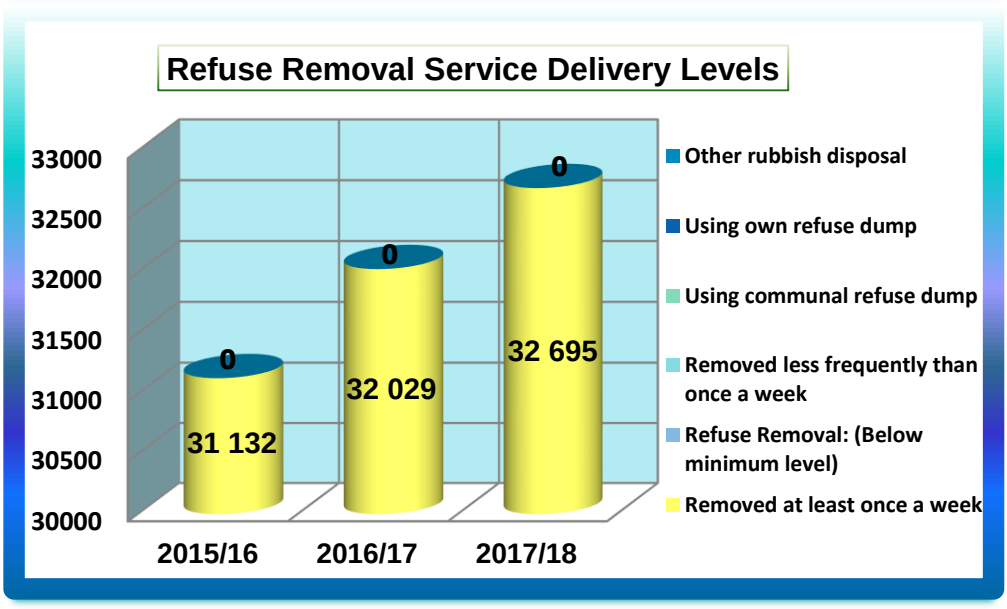


Figure 24: Refuse Removal Service Delivery Levels

d) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL33	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all formal households at least once a week (A household is defined as a residential unit billed for the particular services rendered by way of the financial system (SAMRAS))	Number of formal households for which refuse is removed at least once a week	All	32,029	32,029	32,695		Target well met
TL34	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all informal households at least once a week	Number of weekly removal of refuse in informal households (Once per week = 52 weeks per annum	All	52	52	52		Target met

Table 111: Service delivery indicators: Solid waste management

Employees: Solid Waste Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	110	111	113	108	110	110	0	0
4 - 6	5	4	4	2	4	2	2	50%
7 - 9	15	15	16	16	18	18	0	0
10 - 12	3	2	2	2	2	2	0	0
13 - 15	0	-	-	-	0	0	0	0
16 - 18	1	1	1	1	1	1	0	0
19 - 20	-	-	-	-	0	0	0	0
Total	**134**	**133**	**136**	**129**	**135**	**133**	**2**	**1.48%**
Employees and Posts numbers are as at 30 June.								

Table 112: Employees: Solid Waste Services

Capital Expenditure 2017/18: Solid Waste Services					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total all	**1 610 000**	**1 579 836**	**1 571 923**	**-7 913**	**1 571 923**
Refuse -drop-off facilities for domestic refuse	80 000	80 000	78 066	-1 934	78 066
Minor assets -waste management	10 000	10 000	6 600	-3 400	6 600
Vehicles-waste management	1 500 000	1 469 836	1 467 257	0	1 467 257
Refuse drop-off facilities-Kleinbaai contribution to communal domestic refuse drop-off	20 000	20 000	20 000	0	20 000
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

Table 113: Capital Expenditure 2017/18 Solid waste services

99% of the capital budget for Waste Management for 2017/18 was spent.

Capital expenditure on waste management

Due to changes in the norms and standards for rehabilitation of old landfills by the Department of Water & Sanitation, Overstrand had to rethink their approach towards rehabilitation. Alternative use for the old dump sites had to be found.

The waste of the Pearly Beach dump site was removed to an approved landfill, and waste water oxidation dams were erected on the site, saving the cost of rehabilitation.

At the old closed garden and builders rubble site in Hermanus a License was issued to mine the sand and builder's rubble for filling and the other waste will go to Karwyderskraal regional landfill.

The landfill mining will continue for approximately 10 years and then the land can be used for housing saving the municipality the rehabilitation cost again. The landfill mining is currently on hold due to the fact that there is limited air space. Tenders will be advertised when the new cell is operational at Karwyderskraal landfill. Permission to remove the body of Hawston Landfill to Karwyderskraal, the regional landfill site, has been given by the Department of Environmental Affairs, again saving the rehabilitation cost. The process will start as soon as the Cell 4 is operational. Waste management provides a good and effective refuse removal service and is coping well with the high season (peak) periods.

All Overstrand's solid waste facilities have been issued with permits. Overstrand Municipality provides transfer stations and drop off facilities and weekend drop off facilities for the convenience of the community. The municipality has through the years committed themselves to not only the delivery of collection and disposal services for all its residents, but also to Best Environmental Practices. The municipality is also regarded as being on the forefront of waste recovery in South Africa, by means of source separation and separate collection, and continues to improve and expand on the current situation. Overstrand Municipality has won the Waste Management Section of the Greenest Town Municipality for seven years in a row.

Old Pearly Beach Landfill Site being converted to Waste Water Works

3.3.5 HOUSING

a) Introduction to Housing

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

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

- Firstly to provide basic services in the form of rudimentary services in those areas where it is most needed, namely the informal settlements. This objective has been fully met and the national standard of one tap for every 25 families and one toilet for every 5 families has been achieved.

- Secondly, the upgrading of informal settlements has been made a priority in the 8-year housing program. The first informal settlement to be completely redeveloped was completed during the 2013/14 financial year.

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

The planning for the first phase of the Zwelihle informal settlements (Mandela Square/Garden Site) was completed at the end of May 2013 and all planning and funding approvals were obtained during the 2013/14 financial year. The project consists of 141 serviced sites, of which the first 58 on Garden Site has been completed during the 2014/15 financial year. Families residing in Mandela Square were relocated to the TRA established on the Admin Site in Still Street as upgrading could only commence once the site was cleared. The upgrading of Mandela Square commenced during February 2018 and practical completion was planned for end of July 2018. As a result of the ongoing protest actions in Zwelihle which started at the end of March 2018 and the liquidation of the civil Contractor during May 2018, the project has now been extended. The new completion date can only be finalized once the Implementing Agent has secured the services of a new civil Contractor but it is estimated that the project should be completed by the end of the 2018/2019 financial year. A revised funding application for additional service connections and wet cores for Mandela Square was submitted to DoHS and approval was received at the end of November 2017. The Addendum to the contract between the Municipality and DoHS pertaining to the additional funding was finalized during December 2017. As mentioned above, the Contractor then established on site during February 2018 and completion is envisaged by the end of the 2018/2019 financial year. Transit Camp and Asazani informal settlements will be the next phase of the Zwelihle UISP project and will commence once Mandela Square has been completed.

The second phase of upgrading was fully approved by the Municipality and the Department of Human Settlements during 2014/15 and development commenced during 2015/16. This consisted of 132 serviced sites on Swartdamweg and 164 serviced sites on the Admin Site in Still Street. Construction of services commenced during July 2015 and was completed at the end of March 2016. Funding for the construction of 58 BNG units was approved for Garden Site and construction work commenced during May 2016. The units were all completed at the end of November 2016 and handed over to the qualifying beneficiaries. Funding approval was received from DoHS for the construction of 250 TRA units on the Admin Site that would temporarily house 250 families whilst upgrading of the informal settlements are in progress. The TRA is a Temporary Relocation Area that will be used over a period of five years to relocate those families in the informal settlements as the phasing of the Zwelihle UISP project is rolled out. Construction of the TRA units were completed at the end of December 2016 and as mentioned above the families from Mandela Square have been relocated there as well as those families who were staying on the Qhayiya Secondary School Site which is in the process of being renovated. Applications for Top Structure approval on the Admin Site and Site C2 was submitted to DoHS and approvals for

both projects were received during March 2017. As a result of feasibility constraints and issues, the Contractor only established on Site C2 during September 2017 and on the Admin Site during December 2017. 39 Top Structures will be constructed on the Admin Site and 132 on Site C2 for those qualifying beneficiaries from the different informal settlements. Completion of the 171 units on both sites were planned for end of June 2018 and hand-overs to qualifying beneficiaries shortly thereafter. As a result of the ongoing protests in Zwelihle, which started at the end of March 2018, the projects could not be completed. Several of the nearly completed units on Site C2 were vandalized during the protests and the Contractor could not obtain access to the site for almost two months to repair the damages. During this period strikes also occurred regarding wage disputes which also contributed to the Contractor also not being able to start repairing the damages and completing the project. The Contractor returned to the sites during June 2018 and once again protests occurred during mid-July 2018 preventing access to the sites. Completion of both projects is envisaged to be by the end of the 2018/2019 financial year.

Top structures under construction, Admin site, Zwelihle UISP, Hermanus

Planning for the upgrading of the informal settlements in Masakhane and Beverley Hills in Gansbaai also commenced in the 2012/13 financial year after conditional approval was received from DoHS. Environmental Authorization for Masakhane was received from the Department of Environmental Affairs and Planning during September 2017. Land Use Planning approval for the project was received at the end of March 2018. Funding applications for the installation of civil services were subsequently prepared and submitted to DoHS at the end of May 2018. The application is being evaluated and approval is awaited. Commencement of the project is planned for November 2018 but this is subject to receiving the approval from DoHS and the availability of funding.

Funding approval for the Beverly Hills UISP project which consists of the installation of civil services on 100 sites, were received from DoHS during November 2017. The Civil Contractor established on the Beverly Hills UISP project during January 2018 after all contracts between the Municipality and DoHS were finalised. Practical completion was planned for the end of June 2018 but due to the project being done in-situ (families are still residing on the site) there were several challenges which had to be dealt with and progress was slower than planned. The liquidation of the Civil Contractor during May 2018 also presented a further hurdle and the project was put on hold. A new completion date can only be determined once the Implementing Agent has appointed a new civil Contractor but it is estimated that the project will be completed by the end of the 2018/2019 financial year.

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

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

The Municipality finalised the acquisition of 28 ha of land in Stanford in the 2012/13 financial year in order to house people on the waiting list. Planning of this land commenced during the 2013/14 financial year and has been completed. The Environmental Authorization for Stanford was received from the Department of Environmental Affairs and Planning at the end of June 2017 and planning approval from Council was received at the end of March 2018. Funding applications for the installation of civil services were subsequently prepared and submitted to DoHS at the end of May 2018. The application is being evaluated and approval is awaited. Commencement of the project is planned for January 2019 but this is subject to receiving the approval from DoHS as well as the availability of funding.

Planning for both the Blompark and Hawston IRDP projects were completed and Council approval for the Land Use Planning applications were received during August 2016. Installation of infrastructure on the Hawston IRDP project commenced during May 2016 and completion was planned for the end of June 2018. The project consists of the development of 489 sites of which 378 is earmarked for low-income housing, 107 sites for the affordable market and the remaining 4 sites for either business or community facilities. Due to the protests which occurred during April and May in Hawston and the liquidation of the civil Contractor appointed for the project during May 2018, the project was not completed at the end of June 2018. The Implementing Agent subsequently appointed a new Contractor who started during the middle of June 2018 and the new estimated completion date is now envisaged to be the end of August 2018. An application for the construction of the 378 low-income housing units was submitted to DoHS during November 2017 and funding approval was received during June 2018. The Contractor will establish on site once the services have been completed and all contracts have been finalised. Funding approval for Blompark was received from DoHS during September 2017 and the Contractor established on site during November 2017 for the construction of civil services. Completion of the project was planned for the end of November 2018, however this date will be amended as soon as the Implementing Agent has appointed a new civil Contractor. The appointed Contractor was liquidated during May 2018 and the project has been put on hold. It is however envisaged that the project will be completed by the end of the 2018/2019 financial year. After completion of the civil

infrastructure and application for the construction of top structures (low-income housing) will be submitted to DoHS.

Installation of civil infrastructure in progress on the housing project in Hawston IRDP, Hermanus

Funding applications for the following envisaged projects were also submitted to DoHS during June 2018: Proposed acquisition of Portion 6 of Farm 575, Afdaksrivier in Hawston for development of an IRDP project, Pre-planning for a number of IRDP sites in Mount Pleasant and Westdene in Hermanus and Pre-planning for the Schulphoek site in Hermanus for development of an IRDP project. Decisions on the applications for the Hawston and Mount Pleasant applications are currently awaited and should it be approved, the projects will be placed on the housing pipeline in the IDP. The Schulphoek application can only be approved once an agreement has been reached between the owners and DoHS regarding the sale of the land.

The Hermanus Affordable Housing Project was approved by Council at the end of October 2017. The project would consist of the development of 150 affordable housing units on Site C1 in Swartdam road, 22 units in lower Mount Pleasant and 17 units in Upper Mount Pleasant. Funding to kick start the project was received from DoHS during February 2018. The development of the first 29 units on Site C1 in Swartdam road and 1 unit in lower Mount Pleasant was planned for April 2018. Due to the protests that erupted in Zwelihle, the project was put on hold as access could not be obtained to the sites. During discussions with the communities of Mount Pleasant and Zwelihle, it was established that the units were still not affordable to them and that they would prefer the option of receiving / purchasing serviced sites and constructing their own homes. Further planning is therefore now in progress and the project will be re-evaluated once public participation with the affected communities have been finalised. Public Participation to determine the way forward for the 107 affordable housing market sites in Hawston is also in progress as the community also indicated that the potential prices of affordable housing units are not affordable to them. They also prefer the option of serviced sites and constructing their own homes. Once agreements are reached with the communities, submissions will be made to Council for approval.

Construction of top structures in progress, Site C2, Zwelihle UISP, Hermanus

b) Highlights: Housing

Highlights	Description
Site C2 Top Structures, Zwelihle UISP	Construction of 132 top structures commenced during September 2017
Admin Site Top Structures, Zwelihle UISP	Construction of 39 top structures commenced during December 2017
Hawston IRDP Project	90% of the installation of civil infrastructure has been completed. Funding approval for construction of 378 top structures was received from DoHS during June 2018
Masakhane UISP Project, Gansbaai	Environmental Authorisation was obtained during September 2017 and Land Use Planning approval at the end of March 2018
Stanford IRDP Project	Environmental Authorisation was obtained at the end of June 2017 and Land Use Planning approval at the end of March 2018
Blompark IRDP, Gansbaai	Installation of civil infrastructure commenced during November 2017
Beverly Hills UISP Project, Gansbaai	In-situ upgrading of the informal settlement relating to the installation of civil infrastructure commenced during January 2018

Table 114: Housing Highlights

c) Challenges: Housing

Description	Progress in 2017/18 to address challenge
Housing waiting list : 7814 (30 June 2018)	Progressive addressing of the housing needs of potential beneficiaries through a number of programs, i.e. IRDP (Integrated Residential Development Programme), UISP (Upgrading of informal settlements

Description	Progress in 2017/18 to address challenge
	Programme), Institutional Subsidy Programme and GAP housing

Table 115: Housing Challenges

Percentage of households with access to basic housing			
Year end	**Total households (including in formal and informal settlements)**	**Households in formal settlements**	**Percentage of households with access to basic housing**
2011/12	31 339	27 918	89%
2012/13	31 736	28 330	89%
2013/14	31 829	28 499	100%
2014/15	32 251	28 472	100%
2015/16	32 294	29 161	100%
2016/17	33 240	30 173	100%
2017/18	33 692	30 613	100%

Table 116: Percentage of households with access to basic housing

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

Financial year	Nr of applicants on waiting list	% Housing waiting list increase/decrease
2011/12	6 152	3.50% Increase
2012/13	6 402	4.06% increase
2013/14	6 719	4.79% increase
2014/15	6 807	1.30% increase
2015/16	7 038	1.39% increase
2016/17	7 612	8.16% increase
2017/18	7814	2.65% increase

Table 117: Housing waiting list

Capital Expenditure 2017/18: Housing					
R'					
Capital Projects	**2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total all	**17 186 487**	**37 889 688**	**34 180 062**	**-3 709 626**	**34 180 062**
BEVERLY HILLS PROJECT	4 060 720	3 006 192	2 296 594	-709 598	2 296 594

Capital Expenditure 2017/18: Housing					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
ZWELIHLE PROJECT-TRANSIT CAMP(166)	676 358	0	-	-	-
BLOMPARK PROJECT	0	13 455 823	12 691 311	-764 512	12 691 311
MANDELA SQUARE/MSHENXISWA VILLAGE (GARDEN SITE)	3 076 810	1 186 647	1 186 647	0	1 186 647
HAWSTON PROJECT-IRDP	9 372 599	20 241 026	18 005 511	-2 235 515	18 005 511
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

Table 118: Capital Expenditure 2017/18- Housing

90% of the capital budget for Housing for 2017/18 was spent.

3.3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

a) Introduction

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

The criteria for an Indigent Household is as follows:

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

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

The table below provides an overview of the number of Indigents per area as at 30.6.2018

NUMBER OF APPROVED INDIGENTS PER AREA - 30.6.2018			
Code	**Area**	**No**	**%**
GBBOS	BAARDSKEERDERSBOS	4	0.05%
GBJAG	BUFFELSJAG	27	0.37%
GBP	BLOMPARK	523	7.08%
GDK	DE KELDERS	25	0.34%
GFK	FRANSKRAAL	20	0.27%
GGB	GANSBAAI	117	1.58%
GKB	KLEINBAAI	11	0.15%
GMAS	MASAKHANE - GANSBAAI	344	4.66%
GPB	PEARLY BEACH	282	3.82%
GRBRE	BREDASDORP REG DISTR GBAY	2	0.03%
GRCAL	CALEDON REG DISTR GBAY	25	0.34%
	SUB-TOTAL GANSBAAI	**1380**	18.69%
HEC	EASTCLIFF	2	0.03%
HFH	FISHERHAVEN	11	0.15%
HGD	GRP DEV (B/CLUB, W/ROCK, SHOEK	1	0.01%
HHW	HAWSTON	1081	14.64%
HMP	MOUNT PLEASANT	916	12.40%
HMB	MEERENBOSCH	0	0.00%
HNC	NORTHCLIFF	4	0.05%
HON	ONRUS	9	0.12%
HSB	SANDBAAI	41	0.56%
HVK	VOELKLIP	1	0.01%
HVM	VERMONT	6	0.08%
HWC	WESTCLIFF	9	0.12%
HZW	ZWELIHLE	2363	32.00%
	SUB-TOTAL HERMANUS	**4444**	60.18%
KBB	BETTYSBAAI	52	0.70%
KKM	KLEINMOND	465	6.30%
KOH	OVERHILLS	174	2.36%
KPR	PROTEADORP	144	1.95%
KPRB	PRINGLEBAAI	20	0.27%
KRE	ROOIELS	2	0.03%
KU6	UITBREIDING 6	77	1.04%
	SUB-TOTAL KLEINMOND	**934**	12.65%
SSN	STANFORD NORTH	623	8.44%
SSS	STANFORD SOUTH	4	0.05%
	SUB-TOTAL STANFORD	**627**	8.49%
	TOTAL INDIGENT HOUSEHOLDS FOR 2017/18	**7385**	100.00%

Table 119: Indigents per area - 30.6.2018

The Indigent basket indication for 2014/15, 2015/16, 2016/17 and 2017/18:

Financial Year	Equitable Share	Municipal's own Income	Total value of basket
2017/18	704.26	77.14	781.40
2016/17	666.80	74.47	741.27
2015/16	605.55	71.45	676.99
2014/15	571.06	63.82	635.07

Table 120: indigent basket indication

The following table indicates the percentage of indigent households that have access to free basic municipal services. In accordance with the approved indigent policy of the municipality, all households earning less than **R6 761.00** per month will receive the free basic services as prescribed by Overstrand Municipal Indigent Policy.

The table below indicates that **22.32 %** of the total number of households received free basic services in 2016/17 financial year whilst it decreased to **21.92%** in the 2017/18 financial year:

Financial year	Number of households								
	Total no of HH	Free Basic Electricity		Free Basic Water		Free Basic Sanitation		Free Basic Refuse Removal	
		No. Access	%	No. Access	%	No. Access	%	No. Access	%
2011/12	31 373	5 852	18.65	5 852	18.65	5 852	18.65	5 852	18.65
2012/13	31 739	6 423	20.24	6 423	20.24	6 423	20.24	6 423	20.24
2013/14	31 829	6 543	20.56	6 543	20.56	6 543	20.56	6 543	20.56
2014/15	32 251	6 923	21.46	6 923	21.46	6 923	21.46	6 923	21.46
2015/16	32 294	7 512	23.26	7 512	23.26	7 512	23.26	7 512	23.26
2016/17	33 240	7 418	22.32	7 418	22.32	7 418	22.32	7 418	22.32
2017/18	33 692	7 385	21.92	7 385	21.92	7 385	21.92	7 385	21.92

Table 121: Free basic services to indigent households

Financial year	Electricity								
	Indigent Households			Non-indigent households			Households in Eskom areas		
	No. of HH	Unit per HH (kwh)	Value R'000	No. of HH	Unit per HH (kwh)	Value R'000	No. of HH	Unit per HH (kwh)	Value R'000
2011/12	5 852	50	2 882	25 521	0	0	0	0	0
2012/13	6 423	50	3 495	25 316	0	0	94	50	n/a
2013/14	6 543	50	3 667	25 286	0	0	95	50	n/a

Electricity									
Financial year	Indigent Households			Non-indigent households			Households in Eskom areas		
	No. of HH	Unit per HH (kwh)	Value R'000	No. of HH	Unit per HH (kwh)	Value R'000	No. of HH	Unit per HH (kwh)	Value R'000
2014/15	6 923	50	4 197	25 328	0	0	116	50	n/a
2015/16	7 512	50	5110	24 782	0	0	123	50	n/a
2016/17	7 418	50	5 097	25 822	0	0	121	50	48
2017/18	7 385	50	5 066	26 307	0	0	119	50	n/a

Table 122: Free basic Electricity to indigent households

Water						
Financial year	Indigent Households			Non-indigent households		
	No. of HH	Unit per HH (kl)	Value R'000	No. of HH	Unit per HH (kl)	Value R'000
2011/12	5 852	6	3 371	19 458	6	9 924
2012/13	6 423	6	3 931	18 983	6	11 618
2013/14	6 543	6	1 649	19 373	0	0
2014/15	6 923	6	1 849	20 880	0	0
2015/16	7 512	6	2 232	20 598	0	0
2016/17	7 418	6	2 457	21 911	0	0
2017/18	7 385	6	2 728	21 789	0	0

Table 123: Free basic Water services to indigent households

Sanitation						
Financial year	Indigent Households			Non-indigent households		
	No. of HH	R value per HH	Value R'000	No. of HH	Unit per HH per month	Value R'000
2011/12	5852	700	4 094	25 521	0	0
2012/13	6 423	744	4 779	25 316	0	0
2013/14	6 543	792	5 182	25 286	0	0
2014/15	6 923	840	5 815	25 328	0	0
2015/16	7 512	890	6 686	24 782	0	0
2016/17	7 418	942.72	6 993	25 822	0	0
2017/18	7 385	1 000.44	7 388	26 307	0	0

Table 124: Free basic Sanitation to indigent households

Refuse Removal						
Financial year	Indigent Households			Non-indigent households		
	No. of HH	Service per HH per week	Value R'000	No. of HH	Unit per HH per month	Value R'000
2011/12	5 852	1	6 671	25 521	0	0
2012/13	6 423	1	9 934	25 316	0	0
2013/14	6 543	1	10 992	25 286	0	0
2014/15	6 923	1	11 631	25 328	0	0
2015/16	7 512	1	14 180	24 782	0	0
2016/17	7 418	1	14 842	25 822	0	0
2017/18	7 385	1	15 663	26 307	0	0

Table 125: Free basic Refuse Removal services to indigent households per type of service

Financial Performance 2017/18 Cost to Municipality of Free Basic Services Delivered								
Services Delivered	2013/14	2014/15	2015/16	2016/17	2017/18			
	Actual	Actual	Actual	Actual	Budget	Adjustment Budget	Actual	Variance to Budget
	R'000							
Water	6502	7117	8302	9357	11060	11060	10784	-2.56%
Waste Water (Sanitation)	9459	10354	12077	12279	10776	10776	14151	23.85%
Electricity	14562	15940	18593	20743	27867	27867	23680	-17.68%
Waste Management (Solid Waste)	7775	8511	9928	11908	13954	13954	13724	-1.68%
Total	**38 298**	**41 922**	**48 900**	**54 287**	**63 657**	**63 657**	**62 339**	-2.11%

Table 126: Financial Performance 2017/18: Cost to Municipality of Free Basic Services Delivered

3.4 COMPONENT B: ROAD TRANSPORT

3.4.1 ROADS

a) Introduction to Roads

Hawston Housing Project Bus Route

The municipality is currently busy with the implementation of an integrated housing development in Hawston. The development's main access is off the R43 at the existing R43 & George Viljoen Street

intersection. Gibb Consulting Engineers were appointed to undertake a Traffic Impact Assessment to determine the transport impact of the Hawston housing development and the possible road upgrading requirements to accommodate the housing development. The results from the TIA show that the

Access and Main Collector Roads are required to augment the existing public transport facilities, to provide public transport service closer to the housing development and to improve the mobility along the R43. The project entails the construction of 275m long Access Road and 847m long Main collector roads.

Hawston Housing Project Bus Route under construction

Provincial Sustainable Transport Programme (PSTP)

The Provincial Sustainable Transport Programme has been initiated by the Department of Transport and Public Works. Overstrand Municipality was selected by the Department as a priority partner for the implementation of the programme; to mutually plan and implement sustainable transport systems. The objective of the PSTP is to improve local transport systems through a wide range of sustainable transport interventions. It particularly focuses on public and non-motorised transport (NMT) and improved access for marginalised and low-income communities. The Department completed a status quo assessment and needs analysis and the Construction of Sidewalks at Hawston Housing project Bulk Roads and Construction of Sidewalks in Hermanus Industrial area were identified as priority projects for the extension of non-motorised transport facilities in Overstrand.

Sidewalks Hawston Housing Project Bulk Roads- The project entails the construction of 2m wide sidewalks at the new housing development in Hawston to provide sufficient capacity for pedestrian traffic and safety and to improve the pedestrian's' access to public transport network. Construction started on 2 May 2018 and the estimated completion date was 30 June 2018. Protest actions/unrests in Hawston and inclement weather conditions delayed the construction works and the anticipated completion date is end of August 2018.

Sidewalks Hawston Housing Project Bulk Roads under construction

Construction of Sidewalks Hermanus Industrial Area- Non motorised transport makes up 40% of mode share in Overstrand. 1400 pedestrians were counted during peak hour along the main pedestrian route in the Hermanus Industrial area and the majority of routes lack non-motorised transport infrastructure. To provide a safe, connected and convenient walking network for pedestrians new dedicated sidewalks were constructed along a portion of Swartdam Road & Mimosa, Steenbras, Industria and Prellewitz roads. Construction of the sidewalks started 3 April 2018 and expected completion date was 30 June 2018.

MAINTENANCE

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

Maintenance is done on an on-going basis for the maintenance and rehabilitation of existing roads in the Overstrand area.

The resealing of roads in terms of Overstrand's Pavement Management programme continued through the reporting period. The Pavement Management System is updated on a yearly basis following a visual inspection of all our roads, in order to determine the condition of our roads.

During the reporting period for 2017/18 financial year (112 932m^2) of service roads were resealed in terms of the Overstrand Pavement Management System.

b) Highlights: Roads

Highlights	Description
Hawston Housing Project Bus Route	Under construction to be completed in 2018/2019 financial year
Provincial Sustainable Transport Programme (Construction of sidewalks at Hawston Housing Project Bus Route & Hermanus Industrial Area)	Under construction to be completed 2018/2019 financial year

Table 127: Roads Highlights

c) Challenges: Roads

Description	Progress made in 2017/18 to address challenge
Reseal Programme	In line with our Pavement Management System

Table 128: Roads Challenges

Gravel Road Infrastructure: Kilometres				
Year	**Total gravel roads**	**New gravel roads constructed**	**Gravel roads upgraded to tar**	**Gravel roads graded/maintained**
2011/12	159	0	1	158
2012/13	158	0	0	158
2013/14	154	0	3	151
2014/15	151	0	0	151
2015/16	151	0	0	151
2016/17	155	7	3	155
2017/18	**150**	**0**	**5**	**150**

Table 129: Gravel road infrastructure

Tarred Road Infrastructure: Kilometres					
Year	**Total tarred roads**	**New tar roads**	**Existing tar roads re-tarred**	**Existing tar roads resealed**	**Tar roads maintained**
2011/12	293	1	0	20	294
2012/13	477	0	2,5	33,4	477
2013/14	481	3	1	16,7	481
2014/15	481	0	1	21,1	481
2015/16	494	13	0	24	494
2016/17	500	6	0	17.2	500
2017/18	505	0.237	0	13	505

Table 130: Tarred road infrastructure

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

Financial year	New & Replacements	Resealed	Maintained
	R		
2010/11	2 460 000	21 504 897	4 8136 467
2011/12	3 218 000	20 300 000	4 7758 252
2012/13	13 072 296	20 300 000	54 231 605
2013/14	6 085 270	18 941 618	59 296 662
2014/15	6 300 254	21 309 080	60 326766
2015/16	11 675 527	21 487 239	49 595 906
2016/17	8 854 411	21 703 224	54 703 224
2017/18	8 475 359	20 753 354	55 503 619

Table 131: Cost of construction/maintenance of roads

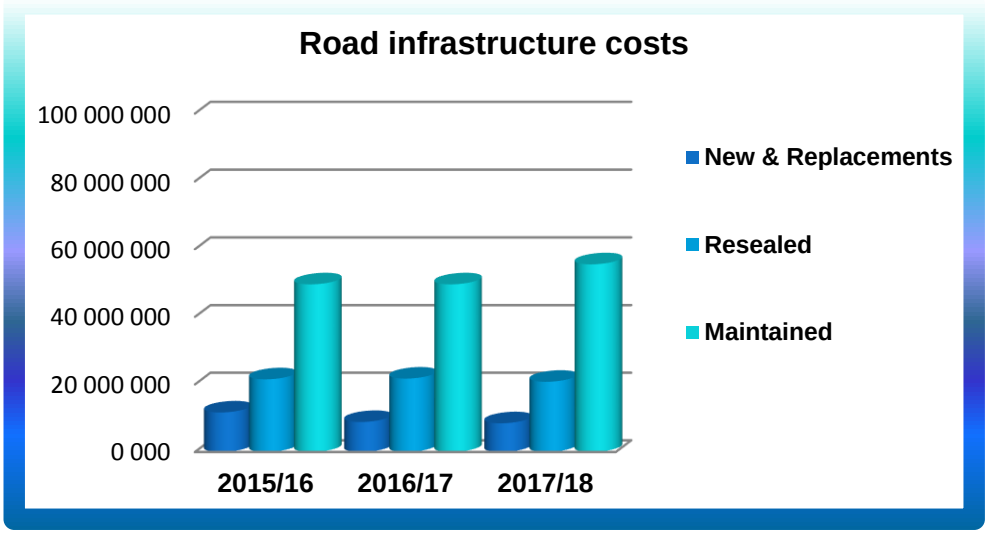


Figure 25: Road infrastructure costs

d) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance 2017/2018			
						Target	Actual	R	Corrective Measures
TL2	The provision and maintenance of municipal services	m² of roads patched and resealed according to Pavement Management	m² of roads patched and resealed	All	135,298	100,000	112,932		Target well met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/2017	Overall Performance 2017/2018			
						Target	Actual	R	Corrective Measures
		System within available budget							

Table 132: Service delivery indicators: Roads

Employees: Roads								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	43	46	45	68	50	47	3	6%
4 - 6	10	13	15	25	26	24	2	7.7%
7 - 9	11	9	9	15	18	13	5	28%
10 - 12	4	6	5	5	4	4	0	0
13 - 15	3	2	2	2	1	1	0	0
16 - 18	2	1	1	1	1	1	0	0
19 - 20	0	0	0	0	0	0	0	0
Total	**73**	**78**	**77**	**116**	**100**	**90**	**10**	**10%**
Employees and Posts numbers are as at 30 June.								

Table 133: Employees: Roads

Capital Expenditure 2017/18: Roads					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Hawston Housing Project Bus Route	4 000 000	6 240 000	4 865 353	-1 374	6 240 000
Provincial Sustainable Transport Programme (Construction of sidewalks at Hawston Housing Project Bus Route & Hermanus Industrial Area)	4 000 000	4 000 000	3 610 006	-389 994	4 000 000
TOTAL ALL	**8 000 000**	**10 240 000**	**8 475 359**	**-1 764 641**	**10 240 000**
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					

Table 134: Capital Expenditure 2017/18: Roads

3.4.2 WASTE WATER (STORM WATER DRAINAGE)

a) Introduction to Storm water drainage

Construction of Storm water Infrastructure for Masakhane

During the rainfall season, severe flooding is experienced in the Masakhane settlement with the consequence of houses being evacuated. The flooding is caused by the trapped storm water at the low points situated within the area without sufficient pipework or escape routes for major storm events.

The existing storm water infrastructure is fairly limited and consists of grid inlets and concrete channels. Most of the existing services are located in the streets due to fairly narrow road reserves. Due to the topography and layout of Masakhane, various low laying points are unable to drain overland. The need to upgrade storm water infrastructure became more apparent for the effective service delivery within the Gansbaai area, particularly in Masakhane. Element Consulting Engineers (Pty) Ltd was appointed by Overstrand Municipality to prepare a storm water master plan for the Masakhane residential area and MIG funding was approved for the implementation of the master plan items. The project will be carried out in phases with phase 1 that was implemented in the 2016/2017 financial year and phase 2 in the 2017/2018 financial year.

Phase 1 – Construction of Storm water Infrastructure for Masakhane comprised of:

- Extension of the existing detention facility in order to increase runoff capacity;
- Installation 375mm dia, 400mm dia, , 450mm dia and 600mm dia storm water pipes, conveying the run off into the detention facility;
- Construction of inlet/outlets structures and reinstatement of existing services (e.g. road surfaces).

Phase 2 comprised of:

- Installation of stormwater channels and pipes;
- Reinstatement of existing road surfaces

The proposed network upgrades are to ensure that there is sufficient capacity to accommodate storm water runoff and prevent flooding of the area.

Phase 2 – Storm water infrastructure completed, Masakhane, Gansbaai

Hawston Housing Project Bulk Storm water

Gibb consulting Engineers were appointed to compile a local storm water management plan for the new housing development in Hawston. The storm water run-off is expected to increase over the development due to the increase in the hardened surface areas.

The local storm water management plan focused on:

- investigating the bulk storm water and serviceability of the existing storm water system bounding the development;
- to determine the impact of the new housing development on the existing storm water infrastructure;
- the possible storm water upgrading requirements to accommodate the housing development.

The project entails the following:

- Construction trapezoidal channels to divert upstream storm water run-off;
- Bulk Stormwater drainage system to serve the development;
- Construction of a detention pond to reduce the post development storm water peak flows to the pre-development peak flows for the 1 in 50 year return period.

Construction started 15 September 2017 and the will be completed in the 2018/2019 financial year.

Hawston Housing Project Bulk Storm water project under construction

b) Highlights: Waste Water (Storm water drainage)

Highlights	Description
Upgrade Stormwater Drainage Masakhane	Phase 1 & 2 completed
Hawston Housing Project Bulk Stormwater	Under construction to be completed 2018/2019

Table 135: Waste Water (Storm water drainage) highlights

c) Challenges: Waste Water (Storm water drainage)

Description	Progress in 2017/18 to address challenge
Implementation of Master plans	Implementation of Masakhane Stormwater Master plan and Hawston Local Stormwater Management Plan
Damage and flooding of infrastructure & properties	Master plans compiled for Gansbaai CBD and Overhills, Kleinmond. Funding was requested for areas which were severely flooded during winter.

Table 136: Waste Water (Storm water drainage) Challenges

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

Storm water Infrastructure: Kilometres				
Year	Total Storm water measures	New storm water measures	Storm water measures upgraded	Storm water measures maintained
2011/12	557	0	2	557
2012/13	557	1,3		558
2013/14	558	0.861	0	559
2014/15	559	0	0	559
2015/16	559	3	0	562
2016/17	562	2.2	0	564
2017/18	564	3.1	0	567

Table 137: Storm water infrastructure

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

Financial year	Storm water Measures	
	Capital	Maintained
	R'	
2011/12	2 818 000	4 710 774
2012/13	5 043 556	5 063 425
2013/14	1 119 586	3 756 320
2014/15	1 200 000	5 397 647
2015/16	2 776 500	5 151 254
2016/17	2 100 000	5 588 721
2017/18	10 676 647	5 806 712

Table 138: Cost of construction/maintenance of storm water systems

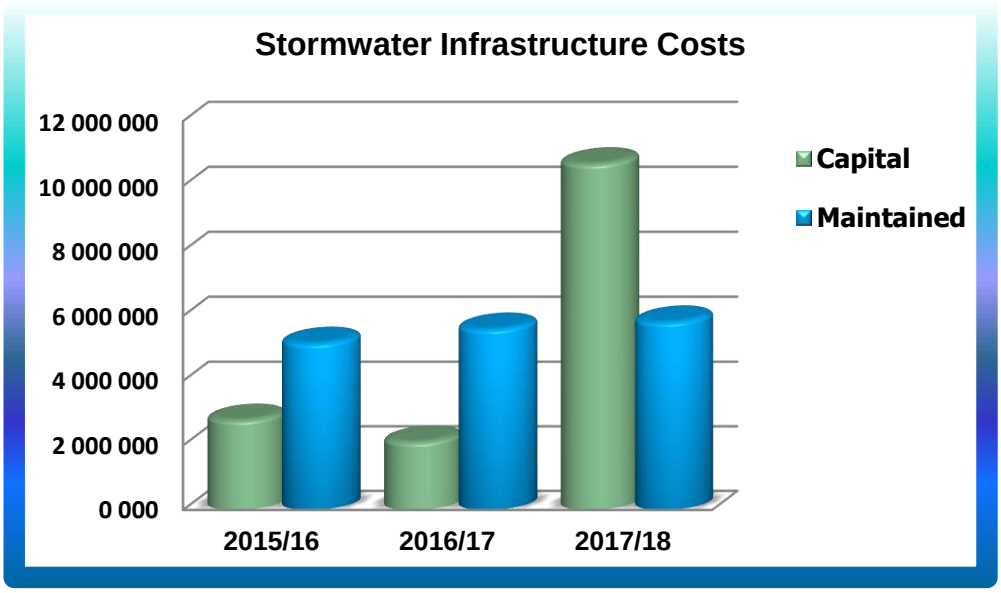


Figure 26: Storm water infrastructure costs

Employees: Storm Water (Storm water drainage)								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	42	33	38	29	28	28	0	0
4 - 6	15	15	14	6	6	6	0	0
7 - 9	7	8	6	1	2	1	1	50%
10 - 12	3	5	4	2	2	2	0	0
13 - 15	0	0	0	1	1	1	0	0
16 - 18	1	1	1	1	1	1	0	0
19 - 20	0	0	0	0	0	0	0	0
Total	**68**	**62**	**63**	**40**	**40**	**39**	**1**	**2.5%**
Employees and Posts numbers are as at 30 June.								

Table 139: Employees: Waste Water (Storm water drainage)

Capital Expenditure 2017/18: Waste Water (Storm water drainage)					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**6 800 000**	**13 090 000**	**10 676 647**	**-2 413 353**	**13 090 000**
Hawston Housing Project Bulk Stormwater	3 900 000	10 190 000	7 776 647	-2 413 353	10 190 000
Upgrade Stormwater Drainage Masakhane	2 900 000	2 900 000	2 900 000	-	2 900 000
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					

Table 140: Capital Expenditure 2017/18: Waste water (Storm water drainage)

82% of the capital budget for Storm Water for 2017/18 was spent.

3.5 COMPONENT C: PLANNING AND LOCAL ECONOMIC DEVELOPMENT

3.5.1 PLANNING

a) Introduction to Planning

The municipality's key planning deliverables in the 2017/2018 financial year were to compile the following policies and strategies:

- Heritage and Environmental Overlay Zone Zoning Scheme - To be finalised 2018/19
- CBD Revitalization Study Phase 2 - To be Implemented - In process of implementation
- Overstrand Municipal Planning By Law - Amendment - To be finalized 2018/19
- Actual Zoning Scheme – Amendment -To be finalized 2018/19
- Spatial Development Framework (SDF) Review to be finalized 2018/19.

b) Highlights: Planning

Highlights	Description
Heritage and Environmental Overlay	Finalised and ready to serve before Council
Central Business District (CBD) Revitalization Plan	On Going
Overstrand Municipal Planning By-Law	Finalised and ready to serve before Council
Zoning Scheme	Finalised and ready to serve before Council
Investigation of land in Kleinmond	Still in process

Table 141: Planning Highlights

c) Challenges: Planning

Description	Progress in 2017/18 to address challenge
Enough capacity to execute the Planning Legislation	Post has been created, busy with finalisation of job description (JD)
Personnel	Will be motivated for new budget year

Table 142: Planning Challenges

Applications for Land Use Development					
Detail	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**
Applications withdrawn	13	14	16	14	3
Applications closed	14	25	27	14	17

Applications for Land Use Development					
Detail	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**
Applications outstanding at year end	159	110	295	245	236
Awaiting DEA&DP decision	35	28	9	1	0

Table 143: Applications for Land Use Development

Additional Performance Town Planning and Building Control					
Type of service	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**
Building plans application processed	1643	1656	2100	2186	2320
Approximate value	R 956 715 456	R1 114 368 235	R 1 572 261 468	R 1 990 320 775	R1 824 276 846
New residential dwellings	472 (RDP 180)	349 (RDP 2 + 28 RDP Toilets)	448 + (RDP 270)	549 + (RDP 185)	656 + (RDP 111)
Residential extensions	1031	1156	1049	1074	1276
New Business buildings	8 (2 church & 1 school)	6 (1 school + 1 Old Age home)	11 (1 School)	18 (2 Schools, 1 Sport Centre & 1 Church)	10 7 Industrial, 1 School & 2 Shops/offices)
Rural applications	2	1	1	5	37 approved & 6 not approved

Table 144: Additional Performance Town Planning and Building Control

Employees: Planning								
Job Level	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**			
	Employees	**Employees**	**Employees**	**Employees**	**Posts**	**Employees**	**Vacancies (fulltime equivalents)**	**Vacancies (as a % of total posts)**
	No.	**No.**	**No.**	**No.**	**No.**	**No.**	**No.**	**%**
0 - 3	-	-	1	0	0	0	0	0
4 - 6	4	4	3	3	4	4	0	0
7 - 9	5	3	4	4	3	3	0	0
10 - 12	1	-	2	0	1	0	1	100%
13 - 15	5	5	5	5	5	5	0	0
16 - 18	2	1	2	1	1	1	0	0
19 - 20	-	-	-	-	0	0	0	0
Total	**17**	**13**	**17**	**13**	**14**	**13**	**1**	**7%**

Employees: Planning								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
	Employees and Posts numbers are as at 30 June.							

Table 145: Employees: Planning

Capital Expenditure 2017/18: Planning					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**20 000**	**20 390**	**20 388**	**0**	**20 388**
Minor assets: Director: Infrastructure and Planning	20 000	20 390	20 388	0	**20 388**
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

Table 146: Capital Expenditure 2017/18: Planning

3.5.2 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

a) Highlights: LED

The following performance highlights with regard to the implementation of the LED strategy are:

Highlights	Description
Red tape Reduction for ease of doing business	Identified specific areas of action within the municipality and reduce lead time [i.e. Building control and Town Planning, Supply Chain and Informal stalls application]
Sector specific support and engagement	Investment promotion summit with special focus on Small Harbours promoting the destination as a tourist area, aquaculture development and fishing with export potential.
Harbour Development and potential assessment	Completion of a Spatial Economic Development Framework with Public Works.

Highlights	Description
Supply Chain Management as an enabler for Local Economic Development	Emerging Contractor development and the implementation of the PPPFA regulations expanding economic participation of the under privileged.
Assisting Entrepreneurs with access to market	Cooperative development and the provision of equipment to support initiatives.

Table 147: LED Highlights

b) Challenges: LED

The following challenges with regard to the implementation of the LED strategy are:

Description	Progress made in 2017/18 to address challenge
Dealing with conflicting interests of business	Develop a common vision and joint action to deal with
Time and resource demands	Develop a calendar of events with timelines and requisite resources as a shared responsibility.
Area specific approach given the vast area and different characteristics of the different areas	The destination marketing approach must ensure inclusion of all corners of the municipality's outreach.
Outreach and community interface with specific emphasis on groups, stakeholders and sector needs	Expand on outreach by engaging experienced and well positioned community officers
Alignment of skills with work opportunities	Engage local , private firms in assessing work opportunity and required skills and conduct a study on skills gap in the market
The slow introduction of bail-out programmes to assist failing businesses	Keep check on early signs of business struggle and encourage people to communicate

Table 148: Challenges LED

c) LED Strategy

The LED Strategy reviewed in line with socio-economic data and approach to current economic environment and conditions. The impact of the current economic downgrade and recession will only be felt in the coming years. The following Strategic areas were pursued.

Strategic areas	Description
Economic development	Infrastructure that supports economic growth need to be maintained and upgraded all the time
Marketing	Marketing and branding of the Cape Whale Coast as a destination of choice is key to economic development in the area. • Increasing the level of awareness of Overstrand in the international and local markets through the Cape Whale Coast brand • Promoting an environmentally responsible tourism industry that will benefit the whole community

Strategic areas	Description
	• Increase tourism spend and length of stay • Increase visitor numbers outside of peak season • Support sustainable and economically viable festivals • Online marketing and embracing social media as a platform • Branding and brand awareness • Competitive edge focus
Enabling business environment	Small to medium enterprises constitute a large percentage of businesses in the Overstrand; therefore, the municipality has to always ensure that an enabling environment is created for businesses to prosper. Efficient and affordable destination to set-up a business, setting up friendly legislation with less red tape, approval of town planning applications timeously and providing support and training for new entrants. Red Tape Identification follow-ups to ensure ease of doing business is achieved demonstrated by decreased number of enquiries and complaints. Red tape is defined as rules, regulations and systems and bureaucratic procedures and processes which impose unnecessary delays and costs which exceeds the benefits and purpose for which they were originally created. Red Tape Action Plan Workshop achieved a high level understanding with local businesses by reducing lead time and improved communication in cases where there was delay. The municipal commitment in this process is critical to the success of economic growth.
Business Retention and Expansion	Support existing businesses to grow by providing opportunities for expansions.
Economies of the poor	Integrating economies of the poor within the main economic hub to ensure participation and shared growth. Ensure availability of developmental services and access to infrastructure and facility that promotes trade. Township development activities aimed at promoting investment, transport hub including informal trading and beautification of townships. Implement pro-poor tourism strategies. Support the informal economy and promote social capital.
Working with the local Business community	Promote establishment of business forums and work closely with local business chambers to address unemployment and maintenance of a healthy economy.
Human resource development	Addressing skills shortage to bolster economic growth, ensuring availability of important services. Skills training aimed at meeting market demands for long term sustainable human development. Skills development initiatives conducted in partnership with NGO's and other public bodies.
Building Entrepreneurship communities	Engage in a drive to build and encourage innovation through entrepreneurship and broadening of participation.

Table 149: LED Strategic areas

The table below identifies the economic activity within the different sectors

Sector	2012/13	2015/16	2016/17	2017/18
Agriculture, forestry and fishing	4%	4%	6.4%	14%
Mining and quarrying	0%	0%	n/a	0.1%
Manufacturing	16%	16%	14.2%	14.5%
Wholesale and retail trade	17%	17%	58.1%	17.8%

Sector	2012/13	2015/16	2016/17	2017/18
Finance, property, etc.	31%	32%	n/a	16.6%
Community and social services	4%	4%	14.1%	6.4%
Infrastructure services	9%	9%	n/a	8.2%

Table 150: Economic Employment by Sector

d) Tourism

Cape Whale Coast tourism role-players attending a regional workshop on tourism trends and developments

The Overstrand Municipality's close proximity to Cape Town International Airport and its position en-route to the Garden Route are significant as 10.29 million international tourists arrived in South Africa in 2017. Tourism in the Western Cape has seen a significant growth of 7.5%, making the sector a billion-rand business, despite drawbacks such as the on-going water impediment. Another factor that benefits the Overstrand is the 24 direct international air connections to Cape Town, bringing in 700 000 inbound seats from 20 countries. As a result, the South African government is also investing R3.2 billion into the expansion of Cape Town International Airport. It is agreed that a successful tourism industry requires an intergovernmental approach to create an enticing and marketable destination.

The Overstrand's geographic location only 120km from the city of Cape Town makes it accessible to tourists and locals alike. The municipality is a high capacity municipality with well-developed infrastructure that supports economic development and growth. The area boasts a host of tourist attractions, products and activities that contribute significantly to employment creation and GDP, making it a destination of choice to many. The Overstrand has the second largest economy contributing to the district GDP, second to the Theewaterskloof municipality. The Overstrand also hosts major aquaculture farms with huge export and employment potential.

Home to the Kogelberg Biosphere, South Africa's first registered biosphere, and linked to the most scenic drive in the world - Clarens Drive. The region is renowned for the best land and boat whale watching in the country. Over the years through many creative and innovative efforts in collaboration with the private sector, the ever problematic and slow economic drive - the bane of seasonality - has been a priority. These efforts ensure that this area is developed as a yearlong destination. Gansbaai, one of the towns within the Overstrand's geographical boundaries, is known as the Great White Capital and famous for shark cage diving. The town was voted "Best Responsible Tourism Destination" in the world. Awards such as these add sustainably to tourism and give meaning to how it can serve the community. The municipality supports economic sectors and activities aligned to tourism, hence the

substantial growth experienced in the Services and Retail Sectors. The municipality with its welcoming environment continues to focus on investment promotion along the lines of developing its tourism offering.

Tourism development is always front of mind and a number of training courses were presented in the past year. One of the flagship projects has to be the chefs training in partnership with the National Department of Tourism. This programme has 15 young people from the Overstrand training as chefs. These trainees have written their first City and Guilds International Food Safety exams and all have passed with 11 merits and 3 distinctions.

Overstrand municipality is host to the most vibrant aqua-hub, producing quality products that compete with the best in the world. Aquaculture is by large the biggest employment creator and plays an important role in the management of the industry. Important in the light of declining agricultural activities. Aquaculture developments have helped to mitigate job losses in the agriculture sector. Despite this, agriculture remains a strong sector in the District with the hedging and growing wine industry helping to shift the focus from a turbulent fishing industry that are struggling to cope with unconventional fishing quota allocations.

In the Overstrand the role of tourism remains an important driver of economic growth and employment and more efforts are made to work in areas where substantial impact can be made. SA Tourism had an 8% budget increase from R1.14bn to R1.23bn this year. This increase is well ahead of inflation, and given that many budgets accelerated by less, we appreciate the commitment by Minister Malusi Gigaba to President Cyril Ramaphosa's SONA statement that we will 'enhance support for destination marketing'." The key source markets across South Africa are Russia, France and Germany. The Cape Whale Coast's most important source markets are the UK, Germans and the USA. The Western Cape accounted for 13.6% of all South African tourist arrivals and received 20,8% of South African's tourist spend. The Overstrand is positive that it enjoys a substantial share of this economy. The growth in tourist arrivals indicates the close collaboration between different industries and role-players. Adventure ranked as the most popular activity enjoyed by tourists, closely followed by natural attractions and the beaches.

The Overstrand has managed to align with tourism trends and hosted a number of adventure races. The WalkerBay Xtreme added R2.5m to our economy over a 3 day period in the off-peak season. This event has grown their entries with 68%. Another triathlon, Race2Stanford will be presented again this year and hope to grow their numbers significantly. The mountain bike series of races, Wines2Whales, has expended to three separate events that are all fully subscribed. Gansbaai is fast becoming known as an adventure destination because of its eco-friendly, outdoor activities. Cape Whale Coast Tourism relies on a close collaboration with many stakeholders. Relationships with national and provincial tourism stakeholders have been nurtured. The National Deputy Minister of Tourism, Elizabeth Thabethe, has visited the Overstrand to engage personally the chefs in training. This is a programme that she oversees and Cape Whale Coast Tourism facilitates.

Responsible tourism remains a big driving force in the tourism strategy and the Overstrand hospitality industry continues to increase its green footprint. This was the first year of Cape Whale Coast Tourism hosting the Africa Responsible Tourism Awards and we were honoured to have Professor Harold Goodwin in our area for 3 days ahead of the awards function. Professor Goodwin expressed his view that the Overstrand is the one region that stands out when it comes to the commitment to sustainable tourism practices. The efforts to continuously improve do not go unnoticed.

Attending a presentation by the Deputy Minister of Tourism, Elizabeth Thabethe with regional role-players

Soli Madikane, Director Economic Development and Tourism, with Cape Whale Coast Tourism officials promoting the region at World Travel Market Africa

Trainees attending the National Youth Development Agency's job preparedness and life skills course in the Overstrand

Cape Whale Coast Events & Festival Funding 2017/18

Cape Whale Coast Events & Festival Funding	2017/18	Motivation
Funky Fynbos Festival	R 40 000,00	Family festival with adventure activities
Hawston Sea Festival	R 40 000,00	Overberg heritage celebration
Hermanus Flower Festival	R 6 500,00	Family weekend in nature reserve
Hermanus Fynarts	R 40 000,00	Arts festival securing position as arts destination. Addresses seasonality. Sculptures on the Cliff have high marketing value
Kalfiefees	R 40 000,00	Arts festival addressing seasonality
Overberg Toy Run	R 6 000,00	Overberg charity event

Cape Whale Coast Events & Festival Funding	2017/18	Motivation
Stanford Village/Street Fair	R 40 000,00	Community festival
Whale Festival	R 40 000,00	26 years of brand building with mega marketing value
Ubumnandi Festival Zwelihle	R 11 000,00	Community music festival
GRAND TOTAL	**R 263 500,00**	

Table 151: Cape Whale Coast Events & Festival Funding 2017/18

Overstrand Municipality did not host the Cape Epic in the past financial year as the organisers made a commitment to diversify the routes.

Journey2Service Excellence Training presented in partnership with the Western Cape Department of Economic Development and Tourism

MARKETING 2017/18

Cape Whale Coast is the tourism marketing brand of the Overstrand and this name fits well with the Western Cape's regional segmentation. Tourism contributes significantly to the local economy and therefore an improved tactic was devised in going forward. Strategic alignment of marketing and communication between the four tourism offices has been implemented and the benefits are seen. Efforts are made to address seasonality and the spectrum of events and festivals are carefully considered to ensure a wide and varied audience. South Africa Tourism has set a target in their National Tourism Sector Strategy of supporting one million direct jobs by 2026. Cape Whale Coast Tourism continues to play its part through the development and improvement of a marketing toolkit, mentoring

small business and helping young upstarts. Through positive experiences tourists have continued to visit the Cape Whale Coast and the area has gained from business conferences hosted in Cape Town. The Overstrand has developed additional elements of attraction such as a destination with excellent health and wellness facilities. Unrests did pose certain challenges in the past year and communication plans were refined to communicate the message that travellers should "take the road less travelled".

History, science, arts and nature are integrated in the marketing of our region and we hope to continue with this successful formula while broadening participation in this industry.

Promoting the Cape Whale Coast at the annual Tourism Indaba in Durban

SOCIAL MEDIA

As one of the most affected by the digital development, tourism continues to develop the use of digital marketing techniques in order to make sure that travellers are getting the best services and navigated to destination most suited to their needs. The majority of travel bookings are researched and reserved online. Most of this is done via smart phones and tablets. Word of Mouth is the most trusted source of information when it comes to travel and tourism and "listening" to family and friends on social media platforms one of the top travel influencers. Cape Whale Coast has a strategic approach to our online content and content creation and align with national and provincial tourism campaigns. Tourism's posts on our Facebook, Twitter and Instagram has increased their reach with some posts reaching up to 50 000 people. Hermanus has more than 150 000 images tagged on Instagram. This is the highest of the 4 main towns in our region and compares favourably to other coastal hotspots.

Twitter @whalecoastsa – Total Followers 3547
Facebook @whalewatchingsouthafrica – Total Page Likes 3581
Instagram @whalecoastsa – 1312 Follows

e) Informal Street Trading

No baseline study was conducted after the 2013 study. The municipality continued to support the sector to increase its footprint and impact in spatial identified places. The idea is to assist the informal traders to run effective businesses that contribute to employment creation and the local GDP. Informal traders do not necessary have to register formal business as they do not make enough profit to join the formal sector. The demarcation of trading spaces must be arranged with economic zones to ensure maximum benefit from markets LED focuses to the development and growth of small businesses and cooperatives, and then in return they are expected to contribute to economic growth and job creation. This is done through or by:

- Assist the informal sector to increase and expand the demand for goods and services they produce;
- Provide support measures to improve efficiency and productivity;
- Ensure active participation in the economy through organized structures;
- Reduce Red Tape with special focus on regulatory burden experienced by the sector;
- Targeted approach to enterprises owned and operated by the youth and women including the disabled.

Currently in the Overstrand, we have focused on the following sectors, with a view of aligning with the national Informal Business upliftment programme:

- Trade and Retail [Spazas, street vendors, general dealers and waste collectors]
- Services [Beauty and hair salons, car wash, mechanics, etc.]
- Agriculture and Aquaculture [primary and processes, livestock, and crop farming]
- Construction and maintenance [Plumbers, painters and builders etc.]

EXPANDED PUBLIC WORKS PROGRAMME (EPWP)

The table below identifies the detail of the jobs created through EPWP initiatives in the municipal area:

Job creation through EPWP projects		
Details	**EPWP Projects**	**Jobs created through EPWP projects**
	No.	**No.**
2011/12	34	616
2012/13	36	675
2013/14	25	517
2014/15	29	779
2015/16	22	564
2016/17	37	828
2017/18	42	994

Table 152: Job creation through EPWP projects

The Expanded Public Works Programme (EPWP) was launched in 2004. It aims to draw significant numbers of the unemployed into productive work in public sector, with the aim of enabling them to earn an income; providing them with training and skills; and ensuring that they are able to translate the experience and are enabled either to set up their own business/ service, or to become employed. By involving large numbers of participants, EPWP also intends to expand or improve services, resulting in better outcomes for communities. EPWP programmes are organised into the following four sectors: infrastructure, environment and culture, non-state, and social sectors.

Around 19% of the economic active (working age co-horts) in the Overstrand does not have formal employment. The problem is even worse amongst the youth – more than 31.1% youth is unemployed. Skills shortage and development is a stumbling block in young people's effort in enquiring full-time and sustainable employment. Moreover the current Economic situation does not produce sufficient jobs to accommodate new entrants in the labour market let alone absorbing migration. Thus, the focus on youth focused initiative for the unemployed youth.

EPWP ENTERPRISE DEVELOPMENT PROJECT

Picture: SMME Supported through this project

The purpose of the Enterprise Development Project is to:

- Empower and Transform the Small Medium and Micro Enterprises (SMME's) sector and build self-reliance;
- Capacitate small and emerging enterprises to be self- sustained and profitable;
- Build entrepreneurship communities based on opportunities and gaps in the market;
- To promote entrepreneurship (ensuring innovation and creativity) by growing the sector.

The outcome/achievement of the project:

Over 92 micro enterprises were supported in the period of which 60% of them demonstrated positive signs in terms of progress.

Training and Development

All participants have formal qualifications on appointment and attended short courses & or formal training during their appointment period. These qualifications and training attended include:

Marketing, Local Economic Development, Legal Studies, Project Management, Contractor Development, Customer, Services, Conflict handling, Book keeping, Business Administration, Office Administration, NYDA Short Course & Induction Workshops on SMME support & linkages.

EPWP FERNKLOOF MARSHALL PROJECT

The purpose of the project is to act as site guides at Fernkloof Nature reserve and to escort visitors on routes. We wanted to create a safe and tourist friendly environment for visitors. Creating temporary job opportunity to unemployed youth and equipping them with the necessary skills for future implementation.

The project aims to create a safe and tourist friendly environment for visitors, which it does,

- To educate visitors about the environment.
- Creating employment opportunities for unemployed youth.

To date 3 of the rangers who participated in the project has found permanent employment.

- Anathi – Senior Inspector at Traffic School
- Andrew – Supervisor at Hermanus Market Square
- Morgan – Employed at Built It Hermanus.

Training and Capacity Building:

- Accredited site guide training
- Customer Service Training
- BOTSOC guided walks every Wednesday
- Educational Visits
- Law Enforcement Training
- Safety Training / First Aid Training

f) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL8	The promotion of tourism, economic and social development	Provide three reports on LED and Tourism initiatives to Council by end June 2018	Number of reports on LED & Tourism initiatives	All	3	3	3		Target met
TL9	The promotion of tourism, economic and social development	Report to Executive Mayor on Grants to festival organisers through Service Level Agreements (SLA) by end July 2017	Number of reports submitted	All	1	1	1		Target met
TL10	The promotion of tourism, economic and social development	Support 80 SMME's in terms of the SMME Development Programme by 30 June 2018	Number of SMME's supported	All	92	80	92		Target well met
TL11	The promotion of tourism, economic and social development	Raise funds for local economic development through financial and non-financial resources mobilisation	Number of MOU's entered into and amount generated	All	1	6	3		Funding opportunities explored as and when available.
TL12	The promotion of tourism, economic and social development	Manager LED to report quarterly to Director LED on linkages established with other spheres of government, agencies, donors, SALGA and other relevant bodies for benefit of local area/Stakeholder engagements and creation of partnerships to broaden economic benefit for local communities	Quarterly report on linkages established. Database of Stakeholders/ No of initiatives	All	4	4	4		Target met
TL13	The promotion of tourism, economic and social development	The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 500 work opportunities)	Number of temporary jobs created	All	828	500	994		Target extremely well met
TL14	The promotion of tourism, economic and social development	Monthly monitor the statistics on the usage of the LED Walk-in Centre (outreach & referral purposes) through the attendance registers	Monthly registers on LED outreach statistics (walk in centre)	All	12	12	12		Target met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL42	The promotion of tourism, economic and social development	Support 30 SMME's in terms of the Emerging Contractor Development Programme by 30 June 2018	Number of Emerging Contractors supported	All	48	30	43		Target well met

Table 153: Service delivery indicators: Local economic development

Employees: Local Economic Development								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 – 3	0	-	-	0	0	0	0	0
4 – 6	0	-	-	0	1	1	0	0
7 - 9	0	-	-	0	0	0	0	0
10 - 12	4	0	3	3	4	3	1	25%
13 - 15	1	1	1	1	2	1	1	0
16 - 18	-	0	0	-	-	0	0	0
19 - 20	1	1	1	1	0	0	0	0
Total	**6**	**2**	**5**	**5**	**7**	**5**	**2**	**28.5%**
Employees and Posts numbers are as at 30 June 2017								

Table 154: Employees: Local Economic Development

Blinkwaters Cooperative's food stall @ 2017 Kalfiesfees

3.6 COMPONENT D: COMMUNITY AND SOCIAL SERVICES

3.6.1 LIBRARIES

Overstrand Municipality has 8 public libraries and 2 satellite libraries.

Hawston Library celebrated 30 years in September 2017

a) Highlights: Libraries

Highlights	Description
Zwelihle Library	The library functioned well for the first 9 months of the year.
Mount Pleasant Library Visits to and from primary schools and early childhood development centres (crèches)	Class visits, storytelling sessions, reading and art programmes. Programmes and book talks.
Mount Pleasant Library People with disabilities (APDP)	A group of ten women, some with disabilities or who have children with disabilities, gathered at the library every Wednesday. During these visits different stakeholders from the community had sessions with the group with regards to how to manage their social grant monies, life skills, practical projects. The library staff manages the book readings/ storytelling sessions, every second week. A social worker came in once a month. During September- October 2017 they made dolls that they sell within the community. Project is still continuing.
Hermanus Library Bhuki road shows	Members could bring their books to the library to have it appraised by a local bookshop Book launch of Pamela Williams, local author's latest book "Wheels within Wheels held at the Bhuki Cafe
Hermanus Library Friends of the library	Friends of the library donated money to add new shelves to the children's and adult sections Coffee shop held in the library every Friday to raise funds to buy new books, stationary and additional shelving 300 new titles added to stock through Friends funding

Highlights	Description
Hermanus Library WATERWEEK	Home school group, the Water explorers held a water expo at the library to create awareness of how to be water wise
Hermanus Library Reading campaign	Help 2 Read to improve lives through literacy project Little Readers competition to promote early reading development
Hermanus Library Community project	Collecting bread tags for disabled people to allow them to buy new wheelchairs
Hawston Library 30 years celebration of Hawston Library September 2017	The event was celebrated at the Primary school and the whole school took part in this celebration. The program included: a speech by the first librarian Phillipus May, the ward councillor (at that time) Elnora Gillion, the Principal, and some of the teachers. Historical background of the library was given by Phillipus May and the highlights/achievements by Belinda May. Learners wrote poems about the importance of reading and the winners were selected. The Area manager of Gansbaai and Hermanus attended the celebration.
Hawston Library Annual Holiday program	June/July program where we host about 200 kids. This program is in collaboration with the Thusong manager, APD, Primary school and Safe school department education. A service provider did the program for the two weeks. Thusong and the Hawston library were responsible for the food where we seek the help of various organisations. Kids were provided with two meals a day. The aim is to keep the kids safe and teach them skills. The program also included morning devotion for spiritual upliftment. The fire department also gave a demonstration and a talk about fires and the dangers of it. 20 Volunteers assisted with the program and certificates were handed out for their contribution towards the program.
Hawston Library World book day-23 April	It was celebrated at the Hawston primary school. Learners presented poems, Real aloud, Storytelling with actions, Posters about the importance of reading. We sang songs about the importance of reading and books. The librarian had questions on books e.g. the parts of a book, how to protect a book, enemies of books etc. Two stories were read to them. Stickers, caps, bookmarks were handed out to the kids as well as booklets with stories.
Hawston Library Extension/upgrading of the library	After 30 years the library has been extended. For the past few years we struggled with space for learners to do their projects and no area where you can relax with the newspaper or magazine. The IT area is now separated where kids can search and do their projects. Adults can now search for books without the disturbance of the learners while doing projects. Our little ones have their own space now, and teens can relax in their own space. We will have a special corner for our oral history, more computers, a brand new issue desk, new office for the librarian, a workroom and small issue desk in the children sections. This is a historical moment for the Hawston library and its community.
Friends of the Kleinmond Library	Regular fundraising efforts to promote the library Buy new books to fill gaps in the collection
Hangklip Kleinmond got talent	A talent show to promote arts and culture in the community. Participating in song, dance and drama
Switching on of the Christmas lights - Kleinmond	Organizing of the event. The promoting of the street carnival Organizing vendors for the evening.
Chess club - Kleinmond	The library started with a chess club for adults and now has a club for home scholars as well. They participate in chess tournaments all over the region.

Highlights	Description
Internet - Kleinmond	The value of internet access is acknowledged in the growth of the users
Knitting/ Crochet club - Kleinmond	Once a week a group of pensioner ladies gather in the library for a morning of craft and a chat. They promote the art and crafts to the younger generation.

Table 155: Libraries Highlights

Hermanus Library – Left - Water Expo; Right- Bread tags project for the disabled

Kleinmond Boekefees, 2017

Hawston Library,

World Book Day, April 2018

b) Challenges: Libraries

Description	Progress in 2017/18 to address challenge
Zwelihle Library	Due to civil unrest in the area, the Zwelihle Library Building was badly vandalised. Fortunately all the books were hastily removed from the Library and placed in temporary storage. The hundreds of books were sorted and packed into boxes, which were taken for safekeeping by the Provincial Library Services. Following continuous civil unrest, the Library building was completely gutted by fire. The Library will unfortunately be non-functional for a considerable number of months in expectation of the outcome of the insurance claim and other administrative processes.
Hawston Library	No budget for the past few years for funding for outreach programs and library promotion
Installation of elevator at Kleinmond Library	The Tender was awarded, but due to non-performance by contractor, contract had to be cancelled at the end of June 2018. The tender will be advertised soon after the start of the 2018/19 financial year
Gansbaai Library	Extra library staff and funds for programs and activities have to be made available to assist in the services that the library renders to the community of Greater Gansbaai. We completed our Wish list to secure funds from the Provincial Library Services to extend our library and also to do some much needed maintenance.

Table 156: Libraries Challenges

Betty's Bay Library- World Book Day –learners writing their own stories

d) Service statistics for Libraries

Type of service	2014/15	2015/16	2016/17	2017/18
Library members All Libraries in Overstrand	19 232	25 868	24 325	15 788
Books circulated All Libraries in Overstrand	635 901	759 862	879 874	545 978
Exhibitions held	232	242	226	174
Internet users	7 278	10 345	12 231	5 956
New library service points or Wheelie Wagons	1	0	0	0
Children programmes	161	481	317	240
Visits by school groups	149	137	187	41
Book group meetings for adults	35	41	90	66
Primary and Secondary Book Education sessions	176	1179	300	209

Table 157: Service statistics for Libraries

Employees: Libraries								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No	No.	No.	No.	No.	No.	No.	%
0 - 3	0	1	2	3	1	1	0	0
4 - 6	19	22	22	21	24	22	2	8%

Employees: Libraries								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No	No.	No.	No.	No.	No.	No.	%
7 - 9	6	4	3	5	3	3	0	0
10 - 12	5	5	5	5	5	5	0	0
13 - 15	0	0	0	0	0	0	0	0
16 - 18	0	0	0	0	0	0	0	0
19 - 20	0	0	0	0	0	0	0	0
Total	**30**	**32**	**31**	**34**	**33**	**31**	**2**	**6%**
Employees and Posts numbers are as at 30 June (includes 3 [three] additional people on learnership)								

Table 158: Employees: Libraries

Capital Expenditure 2017/18: Libraries					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**1 131 990**	**1 670 000**	**1 140 625**	**-529 375**	**1 140 625**
Hawston Library upgrade	886 164	1 118 142	999 949	-118 193	999 949
Kleinmond Library upgrade	245 826	551 858	140 676	-411 182	140 676
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

Table 159: Capital Expenditure 2017/18 - Libraries

3.6.2 CEMETERIES

Overstrand Municipality has a total of ten (10) cemeteries in use. The Municipality does not have a municipal Crematorium.

a) Highlights: Cemeteries

Highlights	Description
Proper and effective booking and management system regarding burial information	Electronic Burial Management System

Highlights	Description
Blompark Cemetery	The first phase of the extension of the Blompark cemetery was completed. A total number of 678 grave sites will eventually be added which will result in a remarkable lifespan of this facility with at least another 10 to 15 years.

Table 160: Cemeteries Highlights

b) Challenges: Cemeteries

Description	Progress in 2017/18 to address challenge
Vandalism	Community awareness and involvement in protection of cemeteries.
No grave space available at Kleinmond area	Investigations into the development of alternative sites in Kleinmond were done.
Blompark Cemetery	Funding has been secured in the 2017/18 and 2018/19 budget (ward specific projects) to complete the extension of the facility.

Table 161: Cemeteries Challenges

c) Service statistics for Cemeteries

Type of service	2013/14	2014/15	2015/16	2016/17	2017/18
Pauper burials	0	2	0	0	0
Burials	-	-	-	163	257

Table 162: Service stats for Cemeteries

3.6.3 CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

a) Introduction to Child Care; Aged Care; Social Programmes

Madiba Day 2017, Hawston Health & Welfare

Donations to shack burn victims, Kleinmond

Early Childhood Development (ECD) is a universal right and access to ECD services has significant benefits to children, their families, communities and the country as a whole. ECD is thus recognized as a key intervention in addressing South Africa's two key developmental challenges: inequality and poverty.

Given this key developmental role, ECD has been identified as a key strategic objective of the Overstrand Municipality. From a vulnerable group's perspective, ECD also provides employment opportunities to women and youth. Despite ECD being a key strategic objective, the municipality is aware of the other social challenges facing our communities. There is a growing number of unemployed youth, teenagers who fall pregnant, others who drop out of school, some get involved with drugs, gangs and other illegal activities. Women continue to be marginalized or discriminated against whether it is directly or indirectly, driven out of anger, fear, culture or tradition, we have a long way to go to realize a society of gender equality. The perils of HIV/AIDS continue to plague our communities. People with disabilities are not offered the opportunities they deserve, for many of them our society still very much discriminates against them. The Overstrand municipality has the highest percentage of elderly people in relation to its population in South Africa. Many of them have come here to live out their remaining days in the tranquil serenity of the Overstrand, for others survival has become a daily challenge.

Whether it is children, youth, women, people with disabilities, elderly or people living with HIV/AIDS the struggle for survival increase when economic prosperity decrease. For all of these vulnerable groups the key challenge is to create the necessary environment, directly through service delivery and through partnerships, where opportunities for vulnerable groups can flourish. Meaningful change can only occur if this enabling environment is created through the cooperation of the different spheres of government and the various departments, non-government organisations, businesses and willing community members.

b) Highlights: Child Care; Aged Care; Social Programmes

Highlights	Description
After school programme	▪ The programme which is provided in partnership with a local NPO provides a service to ±120 primary school children from Mount Pleasant primary, every day from 14:00-17:00
Special Day Care	▪ In partnership with a local NPO we established a special day care for children with disabilities. This is first such facility in the Overstrand.
Increasing ECD capacity	▪ In 2017/18 an application was submitted to the Department of Rural Development for the construction of four ECD facilities, two of which would increase the capacity of existing facilities, and two would be new facilities. The facilities would increase the total capacity of ECD facilities in the Overstrand with ±330 children. A site was also secured with existing structures that can potentially accommodate ± 160 children. This property has been substantially vandalised and will only be operational in 2018/19.

Table 163: Child care; Aged care; Social programmes Highlights

Bags of Love Campaign 2017

c) Challenges: Child Care; Aged Care; Social Programmes

Description	Progress made in 2017/18 to address challenge
There is a general lack of intergovernmental cooperation, in the delivery of social programmes in the Overstrand.	A social development policy is planned which will hopefully provide various municipal and government departments with a framework to cooperate. The policy will be finalised in the 2018/19 financial year.
Substance abuse is a growing problem in the Overstrand. Substance abuse related crimes are one of the fastest growing crimes in the area.	Despite a functioning Local Drug Action Committee, substance abuse remains a big challenge for the social sector. There is a lack of service providers in early intervention and after care / reintegration. There is no government funded rehabilitation facilities in the Overstrand and the waiting list for admittance to available rehabilitation centres can be 7 months. Service providers have been reduced from 3 to 2 in the Overstrand due to a lack of funding and support. This will have a direct impact on the primary and secondary school children where the services will no longer be available.
The municipal social development department is under staffed	A new position in the department has been approved for the 2018/19 financial year. The department continues to build relations and partnerships with role players to assist in the delivery of programmes.

Table 164: Child care; Aged care; Social programmes Challenges

d) Service Statistics for Child Care; Aged Care; Social Programmes

Child care; Aged care; Social programmes					
Description	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**
Trees planted	2 (during holiday programme)	800	80	687	160
Veggie gardens established	0	0	0		0

Child care; Aged care; Social programmes					
Description	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**
Soup kitchens established or supported	0	0	0		0
Initiatives to increase awareness on child abuse	1	1	1	1	1
Initiatives to increase awareness on disability	3	3	1	1	0
Initiatives to increase awareness on women	2	2	1	1	1
Initiatives to increase awareness on HIV/AIDS	0	1	0	0	0
Initiatives to increase awareness on Early Childhood Development		2	3	1	1
Special events hosted (World's Aids Day, World Arbour day, World Disability Day, Youth Day, 16 Days of activism against women abuse)	3	16 (8 Arbour day Events)	4	1 Arbour Week 1 – 7 Sept	8

Table 165: Service statistics for Child care; Aged care; Social programmes

Arbour week 2017, China Town, near Mount Pleasant, Hermanus

Arbour week 2017, Pringle Bay

Employees: Child care, aged care, social programmes								
Job Level	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**			
	Employees	**Employees**	**Employees**	**Employees**	**Posts**	**Employees**	**Vacancies (fulltime equivalents)**	**Vacancies (as a % of total posts)**
	No.	**No.**	**No.**	**No.**	**No.**	**No.**	**No.**	**%**
0 - 3	0	0	0	0	0	0	0	0
4 - 6	0	0	0	0	0	0	0	0
7 - 9	0	0	0	0	0	0	0	0

Employees: Child care, aged care, social programmes								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
10 - 12	0	0	0	0	0	0	0	0
13 - 15	1	1	1	1	1	1	0	0
16 - 18	0	0	0	0	0	0	0	0
19 - 20	0	0	0	0	0	0	0	0
Total	**1**	**1**	**1**	**1**	**1**	**1**	0	0
Employees and Posts numbers are as at 30 June.								

Table 166: Employees Child care; Aged care, Social programmes

3.7 COMPONENT E: ENVIRONMENTAL PROTECTION

This component includes: pollution control; biodiversity and landscape; and coastal protection.

3.7.1 INTRODUCTION TO ENVIRONMENTAL PROTECTION

The long-term **vision** for the future is to "manage, protect and sustainably use the natural assets of our areas, in partnership with the relevant communities, to preserve and ensure the continued existence of our rich biodiversity and its associated ecological processes and services of our environment".

Our **mission** is to "conserve the rich biodiversity, diverse natural ecosystems and cultural heritage characteristics of our environment through the implementation of management programmes that have clearly defined management goals and objective for the enlightenment, enjoyment and benefit of present and future generations".

The Environmental Management Section is divided in two units;

1) Biodiversity Conservation

2) Environmental Planning

With additional units funded by the EPWP Programmes;

3) Working for the Coast Programme (WftC).

1) The Biodiversity Conservation Section strives to achieve the following:

- To ensure declared protected area status for Nature Reserves in terms of the NEM:PAA.
- To institute invasive alien vegetation clearing and management according to the Alien Clearing Strategy.
- To lead a better understanding, appreciation, use and conservation of the limited natural resources within OSM (including biodiversity, soil, water and energy) by the owners and staff of, and visitors to OSM.
- To promote the conservation of the environment (biophysical, socio-economic and cultural-historic characteristics) by formally entering into Conservation Management Agreements with neighboring property owners and NGO's
- Overstrand Municipality is a member of the Greater Overberg Fire Protection Association which includes the Groot Hagelkraal, Babilonstoring and Theewaters-Groenland Fire Protection Associations. The Section therefore needs to manage the ecological integrity of priority ecosystems within public open spaces and nature reserves by reinstituting proper fire management regimes;
- To promote and continue with the integrated management of Reserves and natural areas by the Municipality in partnership with current and any other NGO's which may be formed who wish to be involved with the management of the natural areas in OSM.
- To develop and maintain high quality visitor infrastructure, facilities and recreational activities along sound financial lines.
  To manage the ecological integrity of priority ecosystems within public open spaces and nature reserves by ensuring the implementation of the Environmental Management Overlay Regulations
- Coordination of the Cape Whale Coast Hope Spot initiative that supports community research and education programmes in partnership with various private and government organisations.

2) The Environmental Planning Section strives to achieve the following:

- Environmental Officers assist the regional building control committees with respect to the reviewing of building plans, land use applications and environmental impact assessment applications. This service continually promotes communication with respect to the environmental impacts associated with development processes and facilitates the implementation of environmental impact assessments in realization of the environmental rights of the citizens of the Overstrand region. The Environmental Planning Section facilitates communication between the public and the National and Provincial spheres of government and furthermore provides ecosystem management information services for stakeholders in each administrative region.
- The Implementation and management of the Environmental Management System to reduce the environmental footprint of the Municipality.
- Liaise and engage with stakeholders concerning the state of the environment and to advise the Municipal council and Municipal officials on Environmental Matters.

- ➔ Management and monitoring of Air Quality and Climate Change impacts within the Municipal area.

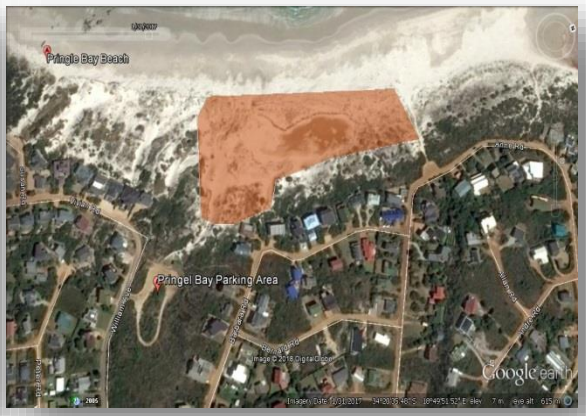
3) Working for the Coast Programme (WfC):

The Environmental Section, in partnership with the Working for the Coast Project, played an important oversight role in the maintenance of existing infrastructure in all coastal zone areas during the 2017/18 financial year, with 227 temporary beneficiaries employed.

Working for the Coast Programme – Rooiels to Quoin Point (R14,2 million Budget for 2015-2018)			
Activity	**Approved**	**Work Opportunities**	**Expenditure**
Coastal Clean-up (km)	122	202	0
Trails (km)	50	52	-2
Boardwalk (m²)	450	947	-497
Signage	100	51	49
Alien Clearing (ha)	500	503	-3
Ablution Upgrade	5	5	0
Dune Rehab	4000	4000	0
Park Benches	265	240	25

Overstrand Municipality has addressed the cleansing and cleaning of public beaches as well as the maintenance of infrastructure (signs, trails, paths, benches, ablutions, boardwalks and bridges) in the coastal zone and coastal nature reserves by means of the Working for the Coast Programme.

The Overstrand has also been able to implement two Dune Maintenance Management Plans with the assistance of the WftC Programme, employing two Dune Teams, one in Pringle Bay and the other in Betty's Bay. The WftC Programme does not only assist with infrastructure maintenance but also funds coastal/environmental monitors who assist with coastal patrols, data collection and biodiversity management along the coastline.



Betty's Bay and Pringle Bay Dune Packing 2017

3.7.2 STRATEGIC PLANNING

The Integrated Management Plan for the Fernkloof Nature Reserve is still in draft form and comments received during the public participation process are being incorporated into the plan. The final draft will first be discussed with the Fernkloof Advisory Board and CapeNature before submission to council.

The Environmental Management Overlay Zone document is in its final draft form after comments from the public participation process has been incorporated into the document. The document is currently being prepared as an item for council submission.

The Biodiversity Conservation Section and the Overstrand GIS services have started the development of a geographical database system in order to align ecosystem data, alien vegetation data, fire management data and infrastructure data into the municipal system. Work on this system is on-going and the system is currently operational and in good working order, but long-term goals would be to have it integrated with the municipal server so that all departments will have access to the information.

The Environmental Management System will be updated in the new financial year in order to be in line with the ISO14001:2015 information.

Operational Management: Management of Nature Reserves.

Considerable effort is invested in the management of Local Nature Reserves and Open Spaces on annual basis.

Fernkloof Nature Reserve:

The management of Fernkloof Nature Reserve is guided by an old Management Plan from 2001. The new draft Integrated Management Plan is currently under review and comments from the Public Participation Process is being incorporated into the document.

The Nature Reserve has a fully constituted Advisory Board, which met regularly during the course of the year. Minutes of the Meetings of the Board are available in the Hermanus Library.

The reserve is also supported by the Hermanus Branch of the Botanical Society as well as the Cliff Path Management Group, which is integrally involved in the maintenance and management of the Hermanus Cliff Path.

The Hermanus Hacking Group also assist with Invasive Alien Plant Clearing on the Nature Reserve. Co-Management Agreements are in place with all these groups.

Resource Management activities focus largely on the clearing of alien invasive vegetation, the trimming of vegetation along hiking trails, the clearing of firebreaks and the maintenance of buildings, roads and other infrastructure.

Fernkloof Nature Reserve hosts several sporting events and the Annual Hermanus Flower show that is presented by the Hermanus Branch of the Botanical Society in September every year. The Botanical Society continues to play an important role in the management of the Fernkloof Herbarium, the Fernkloof Botanical Gardens, the Fernkloof Nursery and the maintenance of infrastructure within the area that is leased by the Society. The Botanical Society furthermore hosts member evenings with informative educational talks which contributes to the community participation profile of this nature reserve.

Kleinmond Nature Reserve:

Kleinmond Nature Reserve is a Local Nature Reserve with formal protection status under the National Environmental Management: Protected Areas Act. This nature reserve has a very out dated management plan, which has to be reviewed. Once the Fernkloof Nature Reserve Management Plan is completed and adopted by council, the document will be used as a baseline document for review of the Kleinmond Management Plan. The reserve does not have a formally constituted Advisory Board, and a process must be initiated to appoint a board in order to guide the management planning process.

Basic Resource Management activities are carried out on the Nature Reserve in a collaborative effort between the Kleinmond Nature Conservation Society and the Conservation Ranger that is stationed in Kleinmond. The Environmental Section has engaged in the maintenance of firebreaks, the clearing of alien vegetation in the nature reserve and the buffer zone, the maintenance of boardwalks and coastal access points and the maintenance of hiking trails in the nature reserve. The EMS is greatly assisted by the Kleinmond Nature Conservation Society as well as the Kleinmond Hacking Group in the maintenance of hiking trails and the management of alien invasive vegetation in the nature reserve.

Fire Protection, Controlled Fire Management and Wild Fire Response

The Biodiversity Section maintains a network of firebreaks on the boundaries between local nature reserves or open spaces and private properties. Management firebreaks are also cut in various areas to isolate fire management units prior to controlled fires.

A total of **R 224 000, 00** was spent on the maintenance of firebreaks during the financial year. The record for firebreaks excludes firebreaks that were maintained by Operational Services and the Working on Fire teams.

Alien Vegetation Management

The Environmental Management Section maintains a set of open spaces and nature reserves which are collectively known as Natural Heritage Assets. The total surface area of these properties constitutes approximately 6 659 hectares. Populations of invasive alien plant species are found in variable densities on these properties throughout the Overstrand region.

The Environmental Section has invested effort in the formulation of draft strategy for the management of alien invasive plants in order to comply with the provisions of the National Environmental Management: Biodiversity Act (NEM:BA). Currently this draft strategy informs the Annual Plan of Operation.

Goal 1: Significantly advance the management and control of invasive species within the Overstrand's jurisdiction in a manner that is sustainable and maximises the benefits to the communities involved.

- Objective 1.1 Obtain high level buy-in and support for the implementation of the IAS strategy
- Objective 1.2 Establish a management and co-ordination scenario for effective and integrated management of IAS within the OSM's boundaries
- Objective 1.3 Develop an invasive alien species education, communication and awareness strategy for the OSM
- Objective 1.4 To develop and implement a legal framework for IAS management
- Objective 1.5 Develop funding mechanisms to support IAS management

Goal 2: Provide clear and effective steps for the OSM to follow in conjunction and partnership with other affected or implicated stakeholders.

- Objective 2.1 Establish priorities based on given resources and appropriate weighting of desired outcomes
- Objective 2.2 Develop integrated management and control plans based on identified priorities, with clear timelines and required resources
- Objective 2.3 Monitor effectiveness of the IAS management in the OSM

The average density of invasive alien vegetation on open spaces within the Overstrand for 2017/18 financial year was calculated at 35.36 % (Avg) of the total surface area of 5874 ha's.

AREA	HECTARES	INFESTATION %	ADJUSTED M/DAYS
Kleinmond	1674	21.13	6283
Hermanus	1006	64.66	15090
Fernkloof	1873	15.55	4575
Gansbaai	1321	40.09	9298
TOTAL	**5874**	**35.36 (Avg)**	**35246**

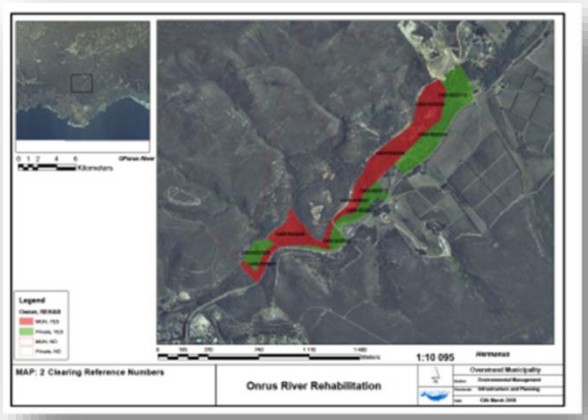
The 2017/18 Annual Plan of Operation for the clearing of alien invasive vegetation focused mainly on follow-up operations in order for the municipality to hang on to their gains. An initial stand of Blue Gum trees were cut down in the Berghof Area, Hermanus, but this was because a Directive was issued to the Municipality by the Department of Agriculture under the Conservation of Agricultural Resources Act, for the removal of all the Blue Gum trees on the site. The Municipality was therefore expected to cut down all the trees within a specific time frame and the funding only came available in the 2017/2018 financial year.

2017/18	
Area Cleared	368.23 Ha
Cost	R494 218
Man days	1933.39

The Biodiversity Conservation Section spent a total of **R 494 218, 00** on Alien Clearing during the 2017/8 financial year.

Hermanus = R 197 396,00
Kleinmond = R 46 300,00
Gansbaai = R 60 980,00
Fernkloof = R 189 542,00

ONRUS RIVER RIPARIAN ZONE REHABILITATION



Controlled wood harvesting in the Onrus River along with follow up work continues on a regular basis. From past experiences we have learnt that wood harvesting in exchange for alien clearing is not always a viable option as the finances gained from harvesting do not always cover the cost of clearing.
With this in mind, a new approach has been established, where wood harvesters are given an area for wood making on the condition that harvesting activities must, trough stacking and utilizing all available wood, improve the access for follow-up clearing teams. This is a time consuming but effective process as wood harvesting teams are generally small in number but their actions brings down the initial clearing cost. This brings into effect that the overgrown forest becomes more manageable while natural rehabilitation through selective thinning continues under the canopy within the new micro climate created. The end result is a more marketable woodlot that becomes financially viable for removal by more experienced/ commercial companies.

To date a total of 3 hectares are considered under control with an additional 3 hectares earmarked for clearing. The focus of this project remains in the main fiver bed and tributaries as can be seen on the map.

Infrastructure Management

The Biodiversity Conservation Section manages a wide spectrum of properties in the Coastal Zone in all of the administrative regions of the Overstrand Municipality. Field Rangers and the Assistant Environmental Officer are involved in the maintenance of all infrastructures such as boardwalks, steps, signs, fences, and various facilities in this zone by co-ordinating and overseeing the activities of the Working for the Coast EPWP workers.

3.7.3 POLLUTION CONTROL

An Air Quality Plan has been developed by the Environmental Section. The document has been approved by DEADP. The Environmental Section does not have staff dedicated to Air quality but does assist the District with Air Quality Management activities. The plan was reviewed and updated and approved by council in the 2016/17 financial year.

Environmental Management Section interacted with the following stakeholders forums during the (2017/18) financial year:

1. Western Cape Nature Conservation Board: Management of Municipal Nature Reserves and the management of the Stony Point Penguin Colony, which is in the process of being transferred to Cape Nature.
2. Overberg Municipal Coastal Committee: Overberg Coastal Management Programme.
3. Western Cape Department of Environmental Affairs and Development Planning: Coastal Programme, Municipal Outreach Programme, Kelp Harvesting Action Group; process for the designation of slipways.
4. Overberg District Municipality: Planning of fire safety and controlled burning operations.
5. Overberg District Municipality: District Air Quality Forum
6. Overberg Planners Forum
7. Western Cape Air Quality Forum
8. Department of Agriculture and DEA: Management of Alien Invasive Vegetation.
9. Onrus Mountain Conservancy Fire Safety Forum: management of fire safety hazards in the Onrus Mountain.
10. Pringle Bay Conservancy: Management of Alien Vegetation in Pringle Bay.
11. Rooiels Nature Conservancy: Management of Alien Vegetation in Rooiels.
12. Cliff Path Management Group: Management of the Hermanus Cliff Path.
13. Hermanus Branch of the Botanical Society: Management of Fernkloof Botanical Gardens.
14. Fernkloof Advisory Board: Advisory role towards the management of Fernkloof Nature Reserve.
15. Overberg Fire Protection Association: Fire planning, management of wild fires and collaborative fire management agreements.
16. Hermanus Hacking Group: Management of alien vegetation in the Hermanus region.
17) The Whale Coast Conservation Foundation with respect to the provision of Environmental Education services for the Blue Flag Programme.
18) The Kleinrivier, Uilkraal Botriver and Onrus Estuary Forums.
19) The Kleinmond Nature Conservation Society (incorporating the Botanical Society, Kleinmond Bird Club & Kleinmond hiking club) with respect to the management of the Kleinmond Nature Reserve.
20) The Stanford Conservation Trust with respect to the management of opens spaces in Stanford.
21) The Pringle Bay and Betty's Bay Ratepayers Associations concerning coastal dune systems.

22) Fernkloof Security Forum with respect to the safety and security of Fernkloof Nature Reserve.
23) Hangklip- Kleinmond Security Forum with respect to operational grid plans during peak tourism seasons.
24) Hermanus Tourism Bureau concerning the deployment of security personnel at Fernkloof Nature Reserve
25) Various Film Companies concerning minor and major filming sessions on municipal open spaces and the coastal zone.
26) Umvoto
27) IERM

a) Top Service Delivery Priorities

Approved Management Plans for our 2 Nature Reserves: The Environmental Section is in the process of finalizing the Integrated Management Plan for the Fernkloof Nature Reserve.

The Fernkloof Management Plan will be discussed with FAB and CapeNature before final submission to council. The Management Plan for the Kleinmond Nature Reserve will be drafted after the Fernkloof Plan has been approved.

Environmental and Heritage Overlay Zone: An Environmental and Heritage Overlay Zone will give more protection to the environment without infringing on people's rights. The Overlay Zone will also identify all areas of conservation importance that need to be managed by the Environmental Section. The document will be submitted to council for adoption in 2017.

Integrated Alien Clearing Strategy: The Environmental Section needs to complete the draft Alien Clearing Strategy for the management of all invasive plants on Municipal property. The document will be drafted this financial year and submitted to DEA.

Review of the Environmental Management System: The Environmental Management System (EMS) was drawn up based on the principles of ISO standard 14001:2004 Environmental Management Systems. With the EMS, the municipality strives to manage specific operational activities in a manner that does not have a detrimental effect on the environment. In terms practical implementation of the EMS, a series of "Best practice" guidelines and "standard operating procedures" has been developed. This system was approved for implementation by Council in December 2016.

The 2004 ISO standard has been reviewed and the new standard is now known as ISO 14001:2015. In order for the municipal EMS to be in line with the ISO standard a review of the current EMS document is proposed. Environmental Management staff has already received training in the implementation of the new standard.

Under the EMS all sewer pump stations has been audited, with recommendations made to the relevant municipal departments. An audit has also been conducted on all the storm water outlets to the sea, estuaries and rivers. Recommendations will be discussed with respective Operational managers for each area.

3.8 COMPONENT G: SECURITY AND SAFETY

This component includes: traffic; law enforcement; fire and disaster management

3.8.1 INTRODUCTION TO SECURITY AND SAFETY

The function of security and safety in the Overstrand Municipality is to provide a safe environment for the residents of the Overstrand and to ensure the safety of the personnel of the Overstrand Municipality through effective and efficient operationalisation of all relevant plans in conjunction with all public safety institutions.

3.8.2 LAW ENFORCEMENT

Induction held on 1.12.2017 with EPWP Seasonal officials at the Moffat Hall, Mount Pleasant, Hermanus

a) Introduction to Law Enforcement

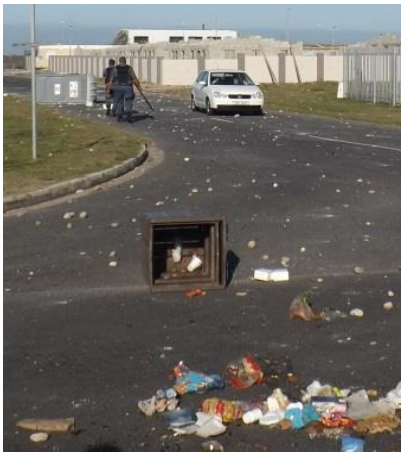
The aim of Law Enforcement in a municipality is to create an environment that will further the social and economic development of the community. Given that context the quality of life within a municipality depends to a large extent on the possibility that individuals and their families will be safe. They will also feel safe while using public open spaces and equipment and that conflicts within communities can be resolved peacefully. On a provincial level law is enforced by the South African Police Services. They have an extremely heavy workload and therefore certain laws (By-laws) and laws applicable only to a particular municipality are enforced by the Law Enforcement Officers appointed within its area of jurisdiction.

b) Highlights: Law Enforcement

Highlights	Description
By-law training in the communities (Street Committees)	The Law Enforcement is mandated to ensure that the public members are well informed of Municipal By-laws and penalties

Highlights	Description
	by distributing information booklets and conducting By-law training.
Educational campaigns	Schools are visited on a regular basis by Law Enforcement officials to ensure that the youth are well informed regarding Municipal By-laws.
Fernkloof Nature Reserve	This function was transferred to LED Directorate. Site visits were done on a regular basis and no crimes were reported.

Table 167: Law Enforcement Highlights



Law Enforcement officials assisted with the March-July 2018 unrest and riots in the Overstrand area

c) Challenges: Law Enforcement

Description	Progress in 2017/18 to address challenge
Staff capacity: The ratio of Law Enforcement officials on duty on a daily basis to the number of households in Overstrand is: 1 : 2154	Permanent Law Enforcement officials were assisted by EPWP & Chrysalis officials in attending By-law related complaints. By-law workshops and visits to school are conducted as per provision in pursuit of public education and awareness's. This is achieved by means of distribution of By-law informative to members of the public, pupils, tourists and visitors.
Ignorance with regards to solid waste disposal. Problem animals damage waste containers and refuse bags and this leads to health hazards.	Integrated Waste Management By-law Pamphlets are distributed to the public by ~~at~~ Law Enforcement office. Notices and fines were issued where required.
Vagrants: A number of vagrants are illegally occupying municipal land or are loitering in the central business districts. This creates nuisances, fires and health hazards.	Regular inspections are done at problem areas to minimize illegal occupation and other nuisances. 98 vagrant related complaints were received. Vagrants were removed from municipal properties and 169 vacant inspections were done to prevent illegal squatters. The problem needs to be addressed by all

Description	Progress in 2017/18 to address challenge
	role-players e.g. SAPS, social workers, community leaders and charity organisations.

Table 168: Law Enforcement Challenges

d) Service Statistics for Law Enforcement

Law Enforcement						
No.	Details	2013/14	2014/15	2015/16	2016/17	2017/18
		Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
1.	Number of by-law infringements attended	8063	9539	7308	7665	6730
2.	Number of officers in the field on an average day	13	22	20	20	21
3.	Number of officers on duty on an average day	13	22	20	20	21
4.	Number of animals impounded	191	683	258	403	329
5.	Number of awareness initiatives	9	120	13	15	53

Table 169: Law Enforcement Data

Type of service	2013/14	2014/15	2015/16	2016/17	2017/18
	123	446	371	298	523
	157	181	170	141	37
	102	49	7	1	5
	5	9	16	39	56
	26	24	549	588	204
Monitoring of Bylaws contraventions	Daily deployment of Law Enforcement Officials	Daily deployment of Law Enforcement Officials	Function was transferred to LED directorate. Site visits were done on a daily basis.	Functions were transferred to LED directorate. Site visits were done on a daily basis.	Functions were transferred to LED directorate. Site visits were done on a daily basis.
	Law Enforcement Officials and Private Security Guards on duty and protect municipal	609 Sites visited and guarded by Law Enforcement Officials with Private guards on duty to protect	1059 Sites visited and guarded by Law Enforcement Officials with Private guards on duty to protect municipal property on a daily	1094, Sites visited and guarded by Law Enforcement Officials with Private guards, on duty to protect municipals property on a daily basis.	623, Sites visited and guarded by Law Enforcement Officials with Private guards, on duty to protect

Type of service	2013/14	2014/15	2015/16	2016/17	2017/18
	property on daily basis	municipal property on a daily basis.	basis.		municipals property on a daily basis.
	Regular patrols in conjunction with Directorate Community Services. Assisted with demolishing of 11 illegal structures	Regular patrols in conjunction with Directorate Community Services. Assisted with demolishing of 29 illegal structures	Regular patrols in conjunction with Directorate Community Services. Assisted with demolishing of 8 structures.	Regular patrols in conjunctions with Directorate Community Services. Assisted with demolishing of 27 structures.	Regular patrols in conjunctions with Directorate Community Services. 140 complaints received regarding illegal structures. Assisted with demolishing of 7 structures

Table 170: Additional performance information for Law Enforcement

Employees: Law Enforcement								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	1	0	0	0	0	0	0	0
4 - 6	0	15	13	13	11	11	0	0
7 - 9	8	7	7	7	9	5	4	80%
10 - 12	6	5	5	5	5	3	2	66%
13 - 15	0	0	0	2	4	4	0	0
16 - 18	0	0	0	0	0	0	0	0
19 - 20	0	0	0	0	0	0	0	0
Total	**15**	**27**	**25**	**27**	**29**	**23**	**6**	**21%**
Employees and Posts numbers are as at 30 June								

Table 171: Employees: Law Enforcement

Capital Expenditure 2017/18: Law Enforcement					
R' 000					
	2017/18				
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**1 500 000**	**500 000**	**77 579**	**-422 421**	**77 579**
MUNICIPAL FARM: ALTERATIONS AND ADDITIONS	1 500 000	500 000	77 579	-422 421	77 579
Total project value represents the estimated cost of the project on approval by Council					

Table 172: Capital Expenditure 2017/18: Law Enforcement

3.8.3 TRAFFIC SERVICES

Dieter Reichert, Rudi Fraser and Peter Siegling from Fulcrum Technologies busy with the upgrade of the Grade A Vehicle Test Station at Hermanus Traffic Department

a) Introduction to Traffic Services

The aim and function of the Traffic Department is to educate and create a culture of voluntary compliance with road traffic rules and regulations and to enhance courteous and tolerant road user behaviour. We operate on the legal mandate of the NRTA 93/96 & NLTA 5/2009. Our operational activities include roadblocks at strategic places, high visibility in hotspot areas, special intelligence driven operations, random vehicle check points, execution of traffic related warrants and enforcement of traffic laws. Our operational approaches is to co-ordinate and integrate operations, sporadic interventions in hotspot areas as per crime threat analysis e.g. offence patterns, etc. and special operations and speed enforcement in high accident frequency locations and high traffic offence locations.

b) Highlights: Traffic Services

Highlights	Description
Operational: Successful management of big events	Hermanus High School Sport Event, Awareness against Women Abuse & Crime, Women's Day - Awareness against Women & Child Abuse, RBT Operation for Women's Day, Fun Walk at Hawston, Pringle Bay Fun Run, March at Buffeljagsbaai, Gansbaai Tourism Fun Walk, Event in Proteadorp Sports field - Fun & Games, Kleinmond Go Kart, Music Festival: Zwelihle Sports grounds, Whale of a Waggle Walk (Dogs) Fun Walk, Poppie Day, Race to Stanford, Hermanus Vac, Trans Enduro Military Run, Hawston Fun Walk, Cape Seal Rally: Harley Davidson, Hawston Fish bash, Touch Rugby Event at Lagoon Area in Kleinmond, Pure Venom Rally: Palmiet Caravan Park, DSP Operation at R43 Sandbaai, People with disabilities awareness at Hawston, Curro Fun Run, Hermanus Passiespele (Old Harbour), Emergency Extreme Event, Pringle Bay Festival, Mount Pleasant Fun Walk, Hawston Primary Fun Walk, Go Kart at Hawston Primary School, Youth Day event, Overberg Fun Run and several riot situations in Overstrand area.
Roadworthy: Upgrade of Testing station	New equipment installed for A-grade testing facility

Table 173: Traffic Services Highlights

c) Challenges: Traffic Services

Challenges	Progress made in 2017/18 to address challenge
• Shortage of staff when on study leave and sick leave. • Maintenance and repair of faulty traffic signals (robots) • Additional vehicles and hand radio's biggest challenge. • Control room not operating effectively in case of emergencies.	In the process of upgrades on radio communication. Application and motivation for additional vehicles needed.

Table 174: Traffic Services Challenges

d) Service Statistics for Traffic Services

No.	Details	2013/14	2014/15	2015/16	2016/17	2017/18
		Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
1	Number of road traffic accidents during the year	99	180	236	161	163
2	Number of officers in the field on an average day	13	19	19	13	12

No.	Details	2013/14	2014/15	2015/16	2016/17	2017/18
		Actual No.	Actual No.	Actual No.	Actual No.	Actual No.
3	Number of officers on duty on an average day	15	29	13	13	12

Table 175: Traffic Services Data

Type of service	2013/14	2014/15	2015/16	2016/17	2017/18
Motor vehicle licenses processed	n/a	45 237	43 033	48 057	51 425
Learner driver licenses processed and issued	4 799	4 940	3 184	5388	4666
Driver licenses processed	2 824	1 558	1 790	1873	1400
Driver licenses issued	6176	6 821	6 685	780	678
Fines issued for traffic offenses	11 115	11 963	24 652	23 017	122 751
R-value of fines collected	R6 033 430	R 6 937 825	R 7 797 100	R 7 711 250	R 6 259 300
Roadblocks held	9	1194	15	18	688
Special Functions – Escorts	51	76	84	115	60
Awareness initiatives on public safety	5	12	13	21	20

Table 176: Additional performance information for Traffic Services

Patrick Africa congratulates Traffic Officer Heinie Jakobs on his award Best Practical Student received from Gene Louw Traffic College after attending Examiner of Driver's Licences Grade A course

e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL30	The creation and maintenance of a safe and healthy environment	Collect R20,000,000 Public Safety Income by 30 June 2018 (Actual Revenue, excluding the fines impairment amount)	R-value of public safety collected income	All	R40,357,315	R 20,000,000	R 20,167,776.01		Target well met

Table 177: Service delivery indicators: Traffic services

Employees: Traffic Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	
0 – 3	2	2	2	2	1	1	0	0
4 – 6	5	25	25	24	23	22	1	4%
7 – 9	5	2	2	1	4	4	0	0
10 – 12	16	22	20	19	17	17	0	0
13 – 15	1	1	1	2	3	3	0	0
16 – 18	1	1	1	1	1	1	0	0
19 – 20	0	0	0	0	0	0	0	0
Total	**30**	**53**	**51**	**49**	**49**	**48**	**1**	2%
Employees and Posts numbers are as at 30 June.								

Table 178: Employees: Traffic Services

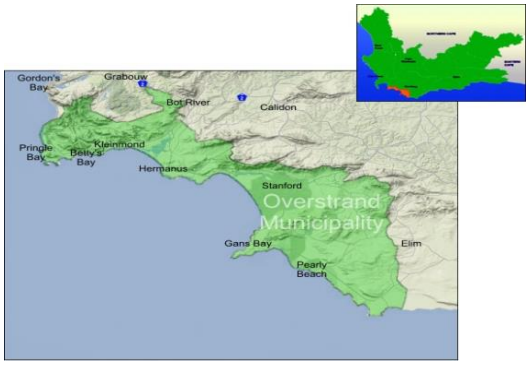
Capital Expenditure 2017/18: Traffic Services					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**955 000**	**1 524 113**	**1 221 110**	**-303 003**	**1 221 110**
Vehicles – Traffic	880 000	913 000	900 836	-12 164	900 836

Capital Expenditure 2017/18: Traffic Services					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Minor assets- traffic	75 000	42 000	32 894	-9 106	32 894
Upgrade of equipment for a grade lane roadworthy equipment	0	569 113	287 380	-281 733	287 380
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

Table 179: Capital Expenditure 2017/18: Traffic Services

e) Manpower: Traffic, Law Enforcement & Special Task Team

Assistant Chiefs	2
Senior Superintendents	3
Regional Inspectors	2
Superintendents	3
Senior Traffic Officers	4
Senior Law Enforcement Officers	3
Traffic Officers	8
Law Enforcement Officers	17
Learner Traffic Officers	5
Learner Law Enforcement Officers	0
Assistant Traffic Wardens	5



Area Map

Area : Rooi Els to Die Dam
Km : 1,708 km
Population : 104,932 (80,432: 2011 Census + 3,87% p/year)
Ratio : 1 : 4,770

The Road Traffic Infringement Agency (RTIA) team on the AARTO mobile office visited the Traffic Department on 19.12.2017. Motorists could check their traffic fines status country wide

3.8.4 FIRE SERVICES AND DISASTER MANAGEMENT

The "no fireworks" poster which was circulated during the 2017 festive season, due to the high risk of the areas

a) Introduction to Fire Services and Disaster Management

Fire Services is responsible for the following functions:

- Fire-fighting of structural fires, veld and bush fires and any other fire;
- Fire safety (the application of the National Building Regulations, Fire codes and municipal by-laws with regard to fire safety);
- Rescue services;
- Support services to municipal and other instances;
- Fire pre-planning and related preparedness plans;
- Testing and basic maintenance work on emergency vehicles and equipment; and
- Fire communications facilities for the particular service.

Our Disaster Management is a continuous and integrated multi-sectoral and multi-disciplinary process of planning and implementation of measures aimed at disaster prevention, -mitigation, -preparedness, -response, -recovery and –rehabilitation.

b) Highlights: Fire Services and Disaster Management

Highlights	Description
Disaster Management Capacity	On 1 March 2018 Disaster Management received three newly appointed officials to help build capacity.
Rosenbauer Service Excellence Award 2017	The biennial SAESI (Southern Africa Emergency Services Institution) Conference took place in Johannesburg at the Nasrec Centre from 29 October – 3 November 2017. The winner of the Rosenbauer Service Excellence Award is announced at the beginning of the Conference. Overstrand Fire Brigade once again took the award receiving R80 000 towards equipment. The department purchased two SCBA (Self-Contained Breathing Apparatus) sets and four cylinders. This is the second consecutive year that our Brigade received this award

Highlights	Description
Cape Town Carnival – Heroes Appreciation Event	Members of Overstrand Fire Services who assisted during the devastating Knysna Fire in June 2017 were invited by the Premier of the Western Cape to participate in the Cape Town Carnival. The event took place on Saturday 17 March. The uniformed staff marched in the procession and thereafter participated in the celebrations.
Risk Assessments	Overstrand Municipality was elected by Provincial Government to receive a Risk Assessment for the area; the assessment will cover the entire jurisdictional area of Overstrand.
IFFD 2018	Members of Overstrand Fire Brigade assisted George Municipality with the planning and preparations of the International Fire-fighters Day which was hosted in George this year from 4 – 5 May 2018. Our team participated in the team challenge and overall won 3rd place.
Ban on Fireworks	During the 2017/18 Fire Season, a total ban on fire-works was imposed on the Overstrand jurisdiction due to the high-risk of the areas and the shortage of staff. Less incidents were attended to during December and January 2016/17 (191 incidents) than in the December and January 2017/18 (167 incidents) Fire Season.
Arabella Western Cape Hotel and Spa "Thank you" event	On 9 May 2018, representatives from the Directorate: Protection Services were elected to attend the "Thank you" event as arranged by Councillor Grant Cohen at the prestigious Arabella Western Cape Hotel and Spa. The event included breakfast, a massage session and a round on the driving range. It was thoroughly enjoyed by all and ended off with a PIER (Public Information and Education Session) for the toddlers in front of the hotel.
Heart FM	As part of a project for 16 Days for Youth, Heart FM broadcasted from Bambanani Crèche on Monday 11 June 2018. Local Learner Fire fighter van Wyk conducted a live surf report with the famous surf reporter, Deon Bing. Crew members also assisted with the preparation of meals for the community. On 12 June 2018 the project moved to Mount Pleasant. Radio personality Irma G conducted a live interview with Assistant Chief Aplon. Crew members also assisted with the removal of a tree.
Conferences	SAESI 2017 Conference: The biennial SAESI Conference took place at the Nasrec Centre in Johannesburg from 29 October – 3 November 2017; the theme was "Climate Change and the Emergency Services" The event was attended by senior officers and fire fighters who participated in the Team Challenges. DMISA Conference: The DMISA Conference took place at Coega Vulindlela Accommodation and Conference Centre in Port Elizabeth on 27 and 28 September; the theme was "Back to Basics through resilience design and innovation: Purpose in Action".

Table 180: Fire Services and Disaster Management Highlights

c) Challenges: Fire Services and Disaster Management

Description	Progress made in 2017/18 to address challenge
Social Conflict	Overstrand Municipality has seen its biggest yet mass evacuation on Monday 26 March 2018, seeing over 700 residents from Zwelihle being displaced. The department further assisted Law Enforcement and Traffic Services at other social unrest incidents in Zwelihle, Hawston and Mount Pleasant.
Vehicles and Equipment	Despite the new vehicle acquisitions (Hino, Ford Double Cab and Toyota Landcruiser) the department remains in non-compliance with the SANS 10090: Community Protection Against Fire. Additional vehicles are required in order for the department to be in compliance.
Staff compliment	The staff compliment in all spheres of the department need to be increased in order to build capacity for the department to function efficiently and effectively. Capacity is required in the following spheres: Fire Safety Operational Department Disaster Management Security Services Additional staff members are required in order to be in compliance with the SANS 10090: Community Protection Against Fires.
Closing of stations	Kleinmond and Gansbaai stations are under-staffed and therefore cannot function on a 24-hour basis. The staff currently deployed to the stations work from Monday to Friday 07:45 – 16:30 and are placed on standby afterhours, weekends and public holidays. Staff members are thus deployed from home; thus increasing the response time to incidents.
Peter's Gate Fire	Incident 1153 – The incident started on 2 March 2018 and was only declared safe on 23 May2018. The incident by far is the largest veld fire attended by the Fire Services.
Water Scarcity	The water restrictions imposed in the Hermanus area has an effect on the service delivery of the municipality. Concerned residents are unhappy about the fact that water is required for training purposes; the residents see this as unnecessarily wasting water.

Table 181: Fire Services and Disaster Management Challenges

16 Days for Youth event

Left- Heart FM broadcasted from Kleinmond and Mount Pleasant

Right- Crew members assisted with food preparation for the community and removed a tree

d) Service Statistics for Fire Services

Fire Service Data						
No.	**Details**	**2013/14**	**2014/15**	**2015/16**	**2016/17**	**2017/18**
		Actual No.	**Actual No.**	**Actual No.**	**Actual No.**	**Actual No.**
1	Total fires attended in the year	339	475	378	394	365
2	Total of other incidents attended in the year	383	381	356	280	254
3	Average turnout time - urban areas	3.02min	6.24min	3.05min	3.5min	4.47min
4	Average turnout time - rural areas	N/A	3.21	13.13min	12.2min	6.47min
5	Fire fighters in post at year end	89	81	36	35	34
6	Total fire appliances at year end	5	7	10	8	7
7	Average number of appliance off the road during the year	4	7	7	8	9

Table 182: Fire Service Data

e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL27	The creation and maintenance of a safe and healthy environment	Annually review and submit Disaster Management Plan to the District by the end of June 2018	Reviewed plan submitted	All	1	1	0		The reviewed plan will be tabled at the next council meeting i.e. 29 August 2018
TL28	The creation and maintenance of a safe and healthy environment	Arrange public awareness sessions on Protection Services	Number of sessions held	All	88	90	84		Target not met due to Community unrest across the jurisdiction
TL29	The creation and maintenance of a safe and healthy environment	Review the Fire Management Plan by the end of June 2018	Plan reviewed	All	1	1	0		The item will be tabled at the next Council meeting i.e. 29 August 2018

Table 183: Service delivery indicators: Fire Services and Disaster Management

Employees: Fire Services and Disaster Management								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	0
4 - 6	1	1	31	29	29	29	1	3.45
7 - 9	6	6	6	6	9	8	1	12.5
10 - 12	1	1	1	6	1	1	0	0
13 - 15	3	3	3	4	5	5	0	0
16 - 18	1	1	1	1	1	1	0	0
19 - 20	0	0	0	0	0	0	0	0
Total	**12**	**12**	**42**	**46**	**45**	**44**	**2**	**4.4%**
Employees and Posts numbers are as at 30 June.								

Table 184: Employees: Fire Services and Disaster Management

Capital Expenditure 2017/18: Fire Services and Disaster Management					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total all	**2 125 000**	**2 125 600**	**2 124 777**	**-823**	**2 124 777**
Fire hydrant/ fire truck	50 000	50 000	49 258	-742	49 258
Minor assets -fire brigade & disaster management	75 000	73 830	73 830	0	73 830
Fire services capacity building grant project	800 000	795 180	795 180	0	795 180
Vehicles-fire services	1 200 000	1 206 590	1 206 508	0	1 206 508
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

Table 185: Capital Expenditure 2017/18: Fire Services and Disaster Management

Overstrand firefighting & disaster management staff attending the City of Cape Town Heroes Appreciation event

3.9 COMPONENT H: SPORT AND RECREATION

3.9.1 Introduction to Sport and Recreation

This component includes: community parks; sports fields; sports halls; stadiums; swimming pools; and camp sites.

a) Highlights: Sport and Recreation

Highlights	Description
Overstrand Sport Festival 2018	The Annual Overstrand Sports Festival was hosted at Zwelihle Sports Grounds on the 19 March 2016. The event included the following activities namely: Rugby, Soccer, Cricket and Netball. The winners of this year's tournament were as follows: Hawston Cricket Club, Hawston Rugby Club, Hermanus Netball Club, Gansbaai Soccer Legends and Young Ideas (Zwelihle)
Regional Indigenous Games	Overberg District Games were hosted on the 16 June 2018 at Gansbaai Spaces for Sport. This event was hosted in partnership with provincial Department of Cultural Affairs and Sport. The following were activities of the day: iiNtonga (stick fighting, Kgati, Ncuva, Kho-kho, Gqaphu,Dibeke and Juskei.
Youth Day Celebration	Youth Day was hosted on the 22 June 2018 at Hawston Thusong Centre. The tournament comprised of under 15 youth from various areas across Overstrand The activities were namely: mini soccer and netball. Netball contest was won by Hawston Netball while in soccer it was won by Zwelihle.

Table 186: Sport and Recreation Highlights

b) Challenges: Sport and Recreation

Description	Progress made in 2017/18 to address challenge
Vandalism of Infrastructure	▪ There has been very few incidents of vandalism from other areas however, in the past few months there's a been new trend of breaking ins and stealing of contents at Zwelihle Sport Field. ▪ Hawston Sports Ground has a private security company that monitors and patrol the facility in the evening. ▪ Mount Pleasant has security alarm installed. ▪ A contractor was appointed to replace old fence with new technology fencing.
Shrinking of Green or open Spaces for training purposes due to various developments	This issue is still on discussion between stakeholders of the affected areas and the municipality. This forms part of the process to develop master plans for all areas.
Over use of sport fields	The overuse of sport fields will continue being a challenge as long as we don't have control over unregistered structures operating at community sport fields. The end result of this trend is open-ended number of teams that

Description	Progress made in 2017/18 to address challenge
	are incorporated into this system with a view to generate more income through registration process of teams.
Old/lack of poles at various sports fields	This issue will be attended to through sport operational budget.

Table 187: Sport and Recreation Challenges

Overstrand Annual Sport Festival, 21.4.2018

c) Service statistics for Sport and Recreation

Type of service	2013/14	2014/15	2015/16	2016/17	2017/18
Play parks					
Number of parks with play park equipment	52	53	56	58	58
Number of wards with community parks	13	13	13	13	13
Swimming pools					
Number of visitors per annum	38 914	61 753	65 558	65 134	30 067
R-value collected from entrance fees	R 12 297	30 863	44 634.70	50 310	48 035
Camp sites/ Resorts					
Number of visitors per annum	34 307	18 471	14 955	16 808	11 092
R-value collected from visitation and/or accommodation fees	R 3 775 345.77	5 269 600.16	5 611 030.05	5 577 073.47	4 113 682.62
Sports fields					
Number of wards with sport fields	9	9	9	9	9

Type of service	2013/14	2014/15	2015/16	2016/17	2017/18
Number of sport clubs utilizing sport fields	88	88	88	92	92
R-value collected from utilization of sport fields	R 2 431	9 800	5 337	9 278.68	11 400.05
Sport halls					
Number of wards with sport halls	1	1	1	1	1
Number of sport associations utilizing sport halls	1	1	1	3	4
R-value collected from rental of sport halls	R 1 630.00	127 451	113 182.58	164 306.03	103 639.38

Table 188: Additional performance information for Sport and Recreation

Capital Expenditure 2017/18: Sport and Recreation					
R'					
Capital Projects	2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total all	**310 000**	**310 000**	**302 743**	**-7 257**	**302 743**
Disabled toilet at sports grounds	30 000	30 000	21 843	-8 157	21 843
Sitting pavilion for coach and reserve players	100 000	100 000	95 425	-4 575	95 425
Irrigation sports field	80 000	80 000	85 510	5 510	85 510
Fencing of basketball court, Jikeleza street	100 000	100 000	99 965	-35	99 965
Total project value represents the estimated cost of the project on approval by Council					

Table 189: Capital Expenditure 2017/18: Sport and Recreation

3.10 COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

This component includes: executive and council; financial services; human resource services; ICT services; legal services; and procurement services.

3.10.1 EXECUTIVE AND COUNCIL

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

a) Highlights: Executive and Council

Highlights	Description
Accolades in 2017/18	Overstrand Municipality received the following accolades in 2017/2018 1. Clean Audit Certificate for 2016/17 2. Clean Audit status for 5 consecutive years 3. Govan Mbeki Housing Award 2017 for runner up in the category 'Best Integrated Residential Development' for the Mount Pleasant Housing Project" 4. Fire, Rescue and Disaster Management received the Rosenbauer Excellence Award (National Award for best practice) 5. National Treasury ranked Overstrand Municipality 1st amongst the smaller municipalities in the Western Cape for its financial viability, May 2018 6. Overstrand Municipality received the following awards at the 2017 Western Cape Greenest Municipality awards function: • Trophy for Winner in the Waste Management category. Overstrand won this category 7 times in the last 9 years • Trophy for Winner in the Water Management category. Overstrand won this category 4 times in the last 5 years • Trophy for Winner in the Biodiversity Management category • Trophy for First runner up overall in the 2017 Western Cape Greenest Municipality Competition • Cheque of R 70 000 for First runner up overall in the 2017 Western Cape Greenest Municipality Competition • Certificate of Outstanding Achievement as First runner up overall in the 2017 Western Cape Greenest Municipality Competition • Certificate of Outstanding Achievement for Innovation for o the Rethink the Bag Project, and for o the Outsourcing of Overstrand Municipal Bulk Water and Waste Water Works • Certificate of Outstanding Achievement for most improved municipality in the Biodiversity Management category • Certificate of Recognition to Overstrand Municipality for participating in the 2017 Greenest Municipality.
Overstrand made it once again in 2017/18 on National Blue Flag list	Tourism is one of the world's fastest growing industries. More particularly, it is the highest revenue generator of the Overstrand. For this reason, great efforts are taken in the care of the region's beaches which are pivotal to the success of its tourism endeavours.

Highlights	Description
	Grotto Beach, Hawston and Kleinmond achieved yet again the Blue Flag status for 2017/18 as well as further status granted for a Pilot Blue Flag beach, namely Castle Beach in Pearly Beach near Gansbaai.

Table 190: Executive and Council Highlights

b) Challenges: Executive and Council

Description	Progress made in 2017/18 to address challenge
Storage space for corporate branding	Procured built-in cupboards for one of the communication department offices.
Unrest in the area	Media releases of Mayor's message sent to all local newspapers. Walk-about Visit by the mayor to business people and employees to listen to their concerns.
Communication Staff members	Positions created for communication officer and interpreter and translator to be carried over to 2018/19
Baboon problem and lack of funding	Not local government mandate. Executive Mayor held discussions with the responsible Provincial Minister to seek clarity on mandate. Discussions are continuing.
Hermanus By-pass	By-pass falls within the ambit of Provincial Government.

Table 191: Executive and Council Challenges

c) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL7	The provision of democratic, accountable and ethical governance	Submit progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	All	3	4	4		Target met

Table 192: Service delivery indicators: Executive and Council

3.10.2 FINANCIAL SERVICES

a) Introduction: Financial Services

Financial Services

The application of sound financial management principles is essential and critical to ensure that the Municipality remains financially viable and that municipal services are provided sustainable, economically and equitably to all communities.

The key objective of the Municipal Finance Management Act (2003) is to modernise municipal financial management in South Africa so as to lay a sound financial base for the sustainable delivery of services. Municipal financial management involves managing a range of interrelated components: planning and budgeting, revenue, cash and expenditure management, procurement, asset management, reporting and oversight. Each component contributes to ensuring that expenditure is developmental, effective and efficient and that municipalities can be held accountable**.**

The Municipality has undertaken various customer care initiatives to ensure the municipality truly involves all citizens in the process of ensuring a people lead government. Encouragement of structured community participation in the matters of the municipality is an important focus area.

Municipal Regulations on a Standard Chart of Accounts (mSCOA) - Section 216 of the Constitution of the Republic of South Africa, 1996, provides that national legislation must prescribe measures to ensure transparency and expenditure control in each sphere of government by introducing generally recognised accounting practice, uniform expenditure classifications and uniform treasury norms and standards. The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003), determines those measures for the local sphere of government and enables the Minister of Finance to further prescribe, by regulation such measures in terms of section 168 thereof.

In terms of section 169(1)(b) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003), the Minister of Finance has signed into effect and subsequently published the Municipal Regulations on a Standard Chart of Accounts (mSCOA) in terms of Notice 312 of 2014, Government Gazette No. 37577 subsequent to formal consultation.

The publishing of the regulation on the Standard chart of Accounts (mSCOA) on 22 April 2014 has a profound effect on the business of local government. This reform is not limited to a financial reform, but a business reform as a whole. It is the largest reform since the promulgation of the Municipal Finance Management Act in 2003. The mSCOA regulations take effect on 1 July 2017.

The following are extracts from the preamble to the regulations:

"Section 216 of the Constitution of the Republic of South Africa, 1996, provides that national legislation must prescribe measures to ensure transparency and expenditure control in each sphere of government by introducing generally recognised accounting practice, uniform expenditure classifications and uniform treasury norms and standards." "These Regulations propose segments and a classification framework for the standard chart of accounts to be applied in local government in similar form to that implemented for national and provincial government departments. In order to enable the National

Treasury to provide consolidated local government information for incorporation in national accounts, national policy and other purposes, it must obtain financial information from individual municipalities."

The regulations contain amongst others, segment and classification framework for mSCOA, minimum business process and system requirements and responsibilities of municipal councils and accounting officers.

The segments classification consists of the following:

i. Funding segment – This segment relates to the various sources of funding available to municipalities and municipal entities for financing expenditure relating to the operation of the municipality and provides for both capital and operational spending.

ii. Function segment - This segment provides for the classification of the transaction according to the function or service delivery objective and provides for the standardisation of functions and sub-functions across local government.

iii. Municipal Functional classification Segment - This segment provides for the organisational structure and functionality of an individual municipality, which is not prescribed.

iv. Project Segment - This segment provides for the classification of capital and operating projects on the basis of whether it relates to a specific project and if so, the type of project.

v. Regional Indicator Segment - This segment identifies and assigns government expenditure to the lowest relevant geographical region within which the intended beneficiaries of the service or capital investment are located.

vi. Item Segment - This segment provides for the classification of item detail in the presentation of the financial position, performance and cash flow according to the nature of the transaction either as revenue, expenditure, asset, liability or net asset.

vii. Costing Segment - This segment provides for a classification structure for secondary cost elements with reference to departmental charges, internal billing etc. and acts as a cost collector in determining inter alia total cost of services.

The SCOA Regulation provided for a three year preparation and readiness window and all 278 municipalities and municipal entities must be compliant to the mSCOA classification framework by 1 July 2017. Overstrand municipality was identified as one of the official national pilot sites to early implement mSCOA and to pilot the Bytes SAMRAS system. This was first implemented for the 2015/2016 financial year and has been continued since then as a dedicated project. The 2015/2016, the 2016/2017 and the 2017/2018 MTREF Budgets have been compiled and approved by Council on 27 May 2015, on 25 May 2016, on 31 May 2017 and on 30 May 2018 respectively, according to the mSCOA classification framework.

As required by National Treasury, the mSCOA Project went live on 01 July 2017 for all municipalities on a national level, based on the mSCOA Release Version 6.1. Although the core financial system is currently fully operational and functional, primarily due to the collective efforts and competence of the Overstrand municipal officials involved with the implementation of mSCOA. There are however still issues and constraints that are managed on an on-going basis.

The municipality will keep the Council and National Treasury informed of any changes to the current status.

The implementation of mSCOA Regulations from 01 July 2017 on version 6.1 of the chart revealed some of the challenges that had to be addressed. As a result of this, the chart was updated and version 6.2 was released with the 2018/19 MFMA Budget Circular no. 89. Version 6.2 of the chart will be effective from 2018/19 and must be used to compile the 2018/19 MTREF.

The management of key financial and governance areas is achieved by focusing on:

- reducing the levels of outstanding debt owed to the Municipality, to assist with service delivery spending and maintaining a healthy cash flow;
- maintaining an unqualified audit for the Municipality by resolving audit findings and improving financial governance and over and above before-mentioned, also upholding our Clean Audit status since in 2013/2014;
- maintaining a good credit rating to ensure favourable lending rates and terms; and
- successfully implementing the Standard Chart of Accounts (SCOA) as promulgated
- Spending budgets to maximise delivery.

The Municipality's annual budget comprises an operating budget and a capital budget. The operating budget funds employee salaries, operating costs, purchases and assistance for the poor, such as free basic water and sanitation. The Municipality's business and service delivery priorities were reviewed and where appropriate, funds were transferred from low- to high-priority programmes so as to maintain sound financial stewardship. The focus is to critically review expenditure on non-core items.
The capital budget is set aside for spending on infrastructure and services, such as roads, water and electricity as well as the many other utilities and services that Overstrand needs in order to function, grow and offer opportunities to its residents.

The entire budget amount per annum is based on the income that the Municipality expects to derive from rates, service charges, and grants and subsidies. During the 2017/18 financial year, the Municipality managed to spend 86.46% of its capital budget (pre-audit outcome), 97.1% of its operating budget (pre-audit outcome) and raised 106.49% of the total revenue budget.

Financial Management Reforms

In order to achieve our objectives, the Municipality has implemented the following financial management reforms to ensure that resources are used efficiently:

- ➔ Efficient costing of services and projects by identifying and managing the cost drivers.
- ➔ Active use of forecasts and projections to manage cash flow efficiently.
- ➔ Active monitoring of income and expenditure against pre-determined budget targets/projections.
- ➔ Set financial benchmarks and monitor performance against them.
- ➔ Development of a feasible capital funding strategy.
- ➔ Development of a feasible cash and investment strategy.
- ➔ Exploring additional funding sources.

b) Highlights: Financial Services

Highlights	Description
MSCOA	The SCOA Regulation originally provided for a three year preparation and readiness window, and all 278 municipalities and municipal entities had to be compliant to the mSCOA classification framework by 1 July 2017. Overstrand municipality was identified as one of the official national pilot sites to early implement mSCOA and to pilot the Bytes SAMRAS system. This was first implemented for the 2015/2016 financial year and has been continued since then as a dedicated project under the leadership of the mSCOA Work group with senior Finance Directorate staff and representatives of other directorates as members. To date the core financial system of the municipality is functional and operational, primarily due to the collective efforts and competence of the Overstrand municipal officials involved with the implementation of mSCOA.

Table 193: Financial Services Highlights

c) Challenges: Financial Services

Description	Progress made in 2017/18 to address challenge
Priorities in terms of Management Information Systems	An on-going process to identify optimal solutions, with an emphasis on value for money, with reference to the Municipal Regulations on a Standard Chart of Accounts (mSCOA) in terms of Notice 312 of 2014, Government Gazette No. 37577, which defines as follows: "minimum system requirements" means those specifications for an integrated software solution, incorporating an enterprise resource management system determined in terms of regulation 7;"
Strategic considerations	A review of existing systems and procedures within the directorate is identified as a priority, in order to ensure increased productivity and efficiency.

Table 194: Financial Services Challenges

Details of the types of account raised and recovered	Debt Recovery								
	R'000								
	2015/16			2016/17			2017/18		
	Billed in Year	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %	Billed in Year	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %	Billed in Year	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %
Property Rates	164 485 691	163 232 422	99.24	197 047 196	195 158 990	99.04	214 845 385	213 384 822	9932.02%
Electricity	324 722 000	322 497 784	99.32	355 476 323	354 401 955	99.70	349 693 288	348 146 584	9955.77%
Water	113 901 540	112 610 471	98.87	123 708 772	122 343 038	98.90	111 191 772	111 908 842	10064.49%
Sanitation	72 804 391	72 303 985	99.31	79 176 929	79 021 101	99.80	72 064 166	71 898 603	9977.03%
Refuse	61 690 423	61 245 179	99.28	66 215 293	66 083 039	99.80	57 740 545	57 333 229	9929.46%

Table 195: Debt recovery

d) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL1	The provision of democratic, accountable and ethical governance	98% of the operational conditional grant (Libraries, CDW) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries, CDW)	All	86.70%	98%	93%		Service provider failed to install lift in Kleinmond. (June 2018) Requested roll-over of funding to 2018/2019
TL15	The provision of democratic,	Financial viability measured in terms of the available cash to cover fixed operating	Ratio achieved	All	5.18	3	6.56		Target extremely well met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
	accountable and ethical governance	expenditure ((Available cash+ investments)/ Monthly fixed operating expenditure)							
TL16	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the municipality's ability to meet its service debt obligations ((Total operating revenue-operating grants received)/debt service payments due within the year) (%)	Ratio achieved	All	20.09%	12%	19.79%		Target extremely well met
TL17	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services)	% achieved	All	9.86%	12.20%	10.55%		Target extremely well met
TL18	The provision of democratic, accountable and ethical governance	Financial statements submitted to the Auditor-General by 31 August 2017	Financial statements submitted	All	1	1	1		Target met
TL19	The provision of democratic, accountable and ethical governance	Submit a reviewed long term financial plan by end of October 2017	Submission of long term financial plan	All	1	1	1	G	Target met
TL22	The provision of democratic, accountable and ethical governance	The percentage of a municipality's budget (training budget) actually spent on implementing its workplace skills plan (Actual expenditure divided by the budget allocated)	% of the training budget spent on implementation of the WSP	All	99.50%	100%	99.87%	O	0.03% left on budget. Amount insufficient to procure training of staff.

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL36	The provision and maintenance of municipal services	Provision of free basic electricity, refuse removal, sanitation and water in terms of the equitable share requirements	Number of Indigent households	All	7,418	7,300	7,385		Target well met
TL37	The provision and maintenance of municipal services	Percentage of a municipality's capital budget actually spent on capital projects identified for 2017/18 in terms of the municipality's IDP {(Actual amount spent and commitments on projects as identified for the year in the IDP/Total amount budgeted on capital projects)X100}	% of the capital budget spent	All	98%	95%	90.13%		Actual spending would have been 91% if the rollover budget is taken into account. MIG funding could not be 100% spent due the liquidation of contractors and riots. Delays also occurred in some tender processes e.g. the Stanford WWTW upgrade and the Kidbrooke Sewerage Pipeline project. (June 2018) Rollover budget will be spent in the new financial year.
TL40	The provision and maintenance of municipal services	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2018 (Actual MIG expenditure/Allocation received)	% Expenditure of allocated funds	All	100%	100%	79.70%		Due to liquidation of contractor and riots (June 2018) Funding to be rolled over for 2018/2019
TL41	The provision of democratic, accountable and ethical governance	Achieve a debt recovery rate not less than 96% (Receipts/total billed for the 12 month period x 100)	% Recovered	All	99.64%	96%	99.64%		Target well met
TL49	The provision of democratic, accountable and ethical governance	Submit the Final MTREF budget by the end of May	Budget submitted	All	New KPI. No comparative available	1	1		Target met

Table 196: Service delivery indicators: Financial services

Employees: Financial Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	0
4 - 6	51	45	41	40	45	43	2	4.4%
7 - 9	22	17	22	24	24	22	2	8%
10 - 12	24	24	21	23	27	23	4	15%
13 - 15	12	11	11	12	12	12	0	0
16 - 18	4	4	4	4	4	4	0	0
19 - 20	1	1	1	2	1	1	0	0
Total	**114**	**102**	**100**	**102**	**113**	**105**	**8**	**7%**

Table 197: Employees: Financial Services

3.10.3 HUMAN RESOURCES SERVICES

a) Introduction to Human Resources Services

The Human Resources Department resort under the Director: Management Services and is responsible for the following functions:

- Strategic Human Resources
- Human Resources Administration
- Recruitment and Selection
- Labour Relations.
- Performance Management
- Occupational Health and Safety
- Training and Development

The challenge is to move from Human Resources Management to Human Capital Management.

b) Service Delivery Priorities

Strategic Human Resources

To provide management with effective and efficient strategic advice and support with reference to new and amended legislation, interpretation of policies; organizational change, sound labour relation practices and health and safety environment.

Recruitment and Selection

To ensure that the right persons are appointed at the right time in the right positions are one of the most important challenges. This priority challenges in terms of legislation, cost and service delivery.

Labour Relations

To apply sound labour relations within the work place. Inform and advise management on the application of disciplinary code and procedures in order to comply with the necessary legislation and Bargaining Council Agreements.

c) Highlights: Human Resources

Highlights	Description
Health and Wellness days	Health and Wellness days were held on the following dates at the various administrations: ○ 11 October 2017 in Kleinmond; ○ 12 October 2017 in Hermanus; and ○ 13 October 2017 in Gansbaai and Stanford.
Performance Management	Performance Management Refresher Training was provided by Human Resources officials to Operational staff members at the various administrations.

Table 198: Human Resources Highlights

d) Challenges: Human Resources

Description	Progress made in 2017/18 to address challenge
Hosting of Employee Wellness days: The hosting of employee wellness day still remains a challenge, as the accredited Medical Aid funds are not keen to participate in our program, due to increased costs of testing of staff members. 90% of employees do not belong to medical aid funds. Medical aid funds do not want to sponsor non-medical aid members.	Human Resources make budgetary provision for the appointment of Registered Nurses to assist at the Wellness Days.
Performance Management: • Communication break-down between Managers and subordinates regarding performance appraisal. Also lack of feedback from managers to subordinates when evaluations are finalized.	One-on-One discussions need to take place between managers and subordinates Managers must ensure that the required performance management documentation is submitted timeously

Description	Progress made in 2017/18 to address challenge
• Lack of responsibility of relevant managers to ensure that the evaluation documents are submitted by their subordinates. • Compliance rate is poor in certain directorates. • Certain employees and managers are reluctant to change their attitude towards performance management, resulting in them refusing to sign-off the performance documents.	by familiarizing themselves with the due dates of the Performance Management Calendar. Managers must familiarize and keep to submission dates of the Performance Management Calendar in order to be compliant. Managers need to attend to communication from Human Resources regarding outstanding performance management documentation. Employees and managers need to acquaint themselves with the content of the Performance Management Framework Policy of the municipality in order to be compliant with the mentioned policy. Furthermore employees and managers must enquire from the Human Resources department in the event of uncertainties of queries regarding Performance Management
Electronic Time and Attendance: There are still problems encountered with the clocking devices. Sometimes the devices do not connect to the server. The setup of reporting lines are done by the service provider. Employees still queue at the clocking devices due to the slowness of devices.	 ICT department need to address network/server problem. ICT department need to address server problem. ICT department need to address network problem.

Table 199: Human Resources Challenges

e) Service Delivery Indicators

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL23	The provision of democratic, accountable and ethical governance	Review the Municipal Organisational Staff Structure by the end of June 2018	Structure reviewed	All	1	1	1		Target met
TL25	The provision of democratic, accountable and ethical governance	92% of the approved and funded organogram filled {(actual number of posts filled dived by the funded posts budgeted) x100}	% filled	All	89%	92%	93.40%		Target well met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2016/ 2017	Overall Performance for 2017/2018			
						Target	Actual	R	Corrective Measures
TL26	The provision of democratic, accountable and ethical governance	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	The number of people from EE target groups employed	All	63	65	70		Target well met

Table 200: Service delivery indicators: Human resources

Employees: Human Resource Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	2	2	2	2	2	2	0	0%
4 - 6	4	4	4	4	1	1	0	0%
7 - 9	0	0	0	0	2	2	0	0%
10 - 12	9	9	9	9	10	10	0	0%
13 - 15	2	2	1	1	2	2	0	0%
16 - 18	1	1	1	1	1	1	0	0%
19 - 20	0	0	0	0	0	0	0	0%
Total	**18**	**18**	**17**	**17**	**18**	**18**	**0**	0%
Employees and Posts numbers are as at 30 June								

Table 201: Employees: Human Resources services

3.10.4 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

a) Introduction to Information and Communication Technology (ICT) Services

The traditional role of ICT Departments in local government from being primarily a technical support function and to assist business on a re-active basis to resolve problems of a technical nature is long gone. For municipalities to deliver an on-going, cost effective and quality service to all its communities it is imperative that the ICT Services Division becomes an equal partner with all Directorates in the municipality when alternative opportunities for improved service delivery mechanisms are contemplated.

The emergence of new ICT technology solutions to enable more effective service delivery while driving costs down necessitates even more than ever before, a sound and strategic alliance between lines of business and the ICT Services Division in the municipality.

The ICT Services Division in the Overstrand Municipality is well positioned with a fully functional ICT Steering Committee that ensures proper governance and management of all ICT related initiatives, decisions and ICT work processes, including working towards fully implementing the Department of Local Government ICT Governance Framework.

In addition to the Business and Operation reporting done at the ICT Steering Committee, it also serves also the platform where the ICT Services Division can:

- Share information with Councilors, Executive management and management on emerging trends in the ICT Industry;
- Present to business, opportunities to exploit emerging ICT technologies to improve service delivery;
- To get approval and authorise for Overstrand Wide, cross directorate projects or systems, and
- To demonstrate to the continued alignment between lines of business and ICT and the value adds that can be achieved through on-going alignment and collaboration.

b) Highlights: ICT Services

Highlights	Description
Implementation of Helpdesk Upgrade	Upgrade the Existing Helpdesk system with a view to add all core systems to a global helpdesk system Overstrand Wide.
ICT Backup Ecosystem update.	ICT Backup Virtual Host subsystem updated. Upgrade of the Backup Ecosystem for Production and Disaster recovery sites.
Time and Attendance Software upgrade	To enable greater granularity of Time and Attendance reporting structures.
SQL Database upgrade	Core business systems required a new SQL Environment upgraded to enable and facilitate the mSCOA requirements and take advantage of recent developments in increased security and functionality.

Table 202: ICT Service Highlights

c) Challenges: ICT Services

Description	Progress made in 2017/18 to address challenge
Global Service Desk	Scoping and gathering requirements that will enable the core municipal systems to have a singular helpdesk, so as to increase communication, response, collaboration and problem resolution. Also seeks to clearly define responsibility, accountability and urgency.
Funds for new PC's	Investigating alternative forms of finance to procure needed PC's and investigates alternative options to present standardised workstation and access to employees.
Telecoms systems and infrastructure	Ensure viable Telecoms infrastructure in terms of future sustainability, lowering fixed costs and driving down usage costs.
Infrastructure monitoring tools	Managing and monitor Network Toolsets (RF and LAN/WAN), Application usage and consumption as well as Virtual Environment (Server and Storage) optimisation.

Table 203: ICT Service Challenges

Employees: ICT Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees (posts filled)	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	0%
0-3	0	0	0	0	0	0	0	0%
4 - 6	0	0	0	0	0	0	0	0%
7 - 9	1	1	1	1	3	2	1	33.33%
10 - 12	4	4	4	3	3	3	0	0%
13 - 15	0	0	0	1	1	1	0	0%
16 - 18	0	2	2	2	2	2	0	0%
19 - 20	0	0	0	0	0	0	0	0%
ICT Interns	2	2	0	0	0	0	0	0%
Total	**7**	**9**	**7**	**7**	**9**	**8**	**1**	**12.5%**
Employees and post numbers are as at 30 June.								

Table 204: Employees: ICT Services

CAPITAL EXPENDITURE 2017/18: ICT SERVICES						
R'						
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Total Project Value	Budget Variance	
					R	0%
INFORMATION & COMMUNICATION TECHNLOGY	1 620 000	1 613 550	1 592 713	1 613 550	20 837	1.29%

Table 205: Capital Expenditure 2017/18: ICT Services

For the financial year 2017/2018, there were two three capital funded projects to address; the upgrade of our Backup Software, for the Backup and Restore of core systems as well as the facilitate better Disaster Recovery, helpdesk system upgrade and implementation, and upgraded SQL Server licenses for the financial and other core systems.

Additionally the funding also went towards additional Time and Attendance license for reporting lines, and purchasing of Microsoft software licenses for compliance.

3.10.5 LEGAL SERVICES

a) Highlights: Legal Services

Highlights	Description
Revenue for the Additional Court increased on a month by month basis	The months of January 2018 and February 2018 exceeded all previous months since date of inception of the Additional Court
The number of cases on the additional court far exceeded the previous financial period	The Additional Court generated 5797 matters on the court roll for the period July 2017 to June 2018. In terms of the classification of charges 4773 traffic offences, and 812 by – law charges went through the Additional Court.

Table 206: Legal Services Highlights

b) Challenges: Legal Services

Description	Progress made in 2017/18 to address challenge
Ensure that the Additional Court is a success	The Additional Court has gone from strength to strength both in relation to generated revenue and matters generated on the court roll. Various interventions have been undertaken though workshops with relevant stakeholders, including law enforcement and line departments on the formulation of control documents and placing a proper portfolio of evidence before the Additional Court prosecutor. The remaining challenge which still persist relate to capacity to enforce municipal by – laws specifically the problem building and land use planning by – laws. Various discussions have taken place, and it seems that interventions are taking place to address the challenge of capacity. The

Description	Progress made in 2017/18 to address challenge
	Additional Court exceeded the previous financial year's targets both in relation to generated revenue and cases on court rolls.
Ensure that legal service maintain its existing standard of objectivity and focus on corporate governance, irrespective of external and internal pressure	The legal services department pride itself in providing objective opinion which is based on both case law, applicable legislative frameworks, and the case law. We have informed all relevant line departments to provide us with a full chronology of all the facts with the time lines of matters to ensure that proper assessments are made.

Table 207: Legal Services Challenges

Employees: Legal Services								
Job Level	2013/14	2014/15	2015/16	2016/17	2017/18			
	Employees	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0	0
4 - 6	0	0	0	0	0	0	0	0
7 - 9	1	3	3	3	4	4	0	0
10 - 12	0	1	1	1	1	1	0	0
13 - 15	0	2	1	2	2	2	0	0
16 - 18	1	1	1	1	1	1	0	0
19 - 20	0	0	0	0	0	0	0	0
Total	**2**	**7**	**6**	**7**	**8**	**8**	**0**	**0**
Employees and Posts numbers are as at 30 June.								

Table 208: Employees - Legal Services

3.10.6 PROCUREMENT SERVICES

a) Highlights: Procurement Services

Highlights	Description
Amendment of the Supply Chain Management Policy	With effect from 1 December 2017, all transactions between R30 000 and R200 000 were not processed through the committee system. This resulted in a shorter turn-around time and a more cost-effective administrative process for these awards
No successful appeals or objections	The municipality processed 97 tenders and quotations during the 2017/2018 financial year. Out of these we only received four (4) appeals/objections all of which were dismissed by the relevant Appeals Authority.

Table 209: Procurement Services Highlights

b) Challenges: Procurement Services

Description	Progress made in 2017/18 to address challenge
The implementation of Clause 44 & 45 of the Overstrand Municipality's Supply Chain Management Policy (SCMP). The Municipality does not have a database of persons in the service of the state, despite making every attempt to achieve 100% compliance with the SCMP.	No database exists that is regularly updated and maintained that is available to Local Government. Continuous engagement with Provincial Treasury and other role players to ensure that a viable solution to address the problem is found. National Treasury introduced the Central Supplier Database, but it also does not provide the solution to pro-actively identify persons who may be in the service of the state.
The eradication of the occurrence of irregular expenditure.	Strengthening of the control environment to ensure that irregular expenditure is effectively detected and prevented. Creating continuous awareness of the risks of non-compliance and the controls that have been implemented to ensure that we obtain the "buy-in" of all the relevant role players.

Table 210: Procurement Services Challenges

c) Service Statistics for Procurement Services

1. The Buyers Division processed transactions as follows from the 2015/16 financial year.

Buyer's Section	Activities	Total No	Monthly Average	Daily Average
2015/16	Requests processed	8269	689	33
2015/16	Orders processed	7846	654	31
2016/17	Requests processed	8073	673	32
2016/17	Orders processed	7528	627	30
2017/18	Requests processed	9119	760	63
2017/18	Orders processed	8510	710	34

Table 211: Activities of the Buyer's Section

2. The Procurement Division is primarily responsible for the formal bidding processes through the bid committee system and has processed the following transactions:

Bids awarded 2017/18	Total	Monthly average	Value R
Requests registered	82	6.83	n/a
Requests cancelled or referred back	28	2.33	n/a
Extensions	9	0.75	R17 273 708.75
Bids received (number of documents)	438	36.5	n/a
Bids awarded	97	8.08	R173 905 812.23
Bids awarded ≤ R200 000	24	2	R2 797 528.14
Appeals registered	5	0.41	0
Successful Appeals	0	0	0

Table 212: Transactions processed by the Procurement Division

3. Deviations from Council's Supply Chain Management Policy can be analysed as follows:

Type of deviation	Number of deviations	%	Value of deviations	Percentage of total deviations value
Clause 36(1)(a)(i)- Emergency	21	3.17%	R 3 036 343.09	25.81%
Clause 36(1)(a)(ii)- Sole Supplier	15	2.26%	R 968 991.99	8.24%
Clause 36(1)(a)(iii)- Unique arts	0	0	0	0
Clause 36(1)(a)(v)- Impractical / impossible	627	94.57%	R 7 761 085.12	63.74%
Total	**663**	**100%**	**R 11 766 420.20**	**100%**

Table 213: Statistics of deviations from the SCM Policy

3.11 COMPONENT L: SERVICE DELIVERY PRIORITIES FOR 2018/19

The main development and service delivery priorities for 2018/19 forms parts of the Municipality's Top layer SDBIP for 2018/19 and are indicated in the table below:

3.11.1 BASIC SERVICE DELIVERY

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL1	98% of the operational conditional grant (Libraries, CDW) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries, CDW)	All	98%
TL2	m² of roads patched and resealed according to Pavement Management System within available budget	m² of roads patched and resealed	All	100,000
TL3	Quality of effluent comply 90% with licence and/ or general limit in terms of the Water Act (Act 36 of 1998)	% compliance	All	90%
TL4	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	All	95%
TL5	Limit unaccounted water to less than 20% {(Number of kilolitre water purified - Number of kilolitre water sold)/Number of kilolitre purified x 100)}	% of water unaccounted for	All	19%
TL20	Limit electricity losses to 7.5% or less {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated) × 100}	% of electricity unaccounted for	All	7.50%
TL21	Report on the implementation of the Water Service Development plan annually by the end of October 2018	Report submitted	All	1
TL30	Provision of water to informal households based on the standard of 1 water point to 25 households (MPPMR Reg 10 (a))	The number of taps installed in relation to the number of informal households.	All	239
TL31	Provision of cleaned piped water to all formal households within 200 m from households (MPPMR Reg 10 (a))	No of formal households that meet agreed service standards for piped water	All	30,209
TL32	Provision of refuse removal, refuse dumps and solid waste disposal to all formal households at least once a week (A household is defined as a residential unit billed for the particular services rendered by way of the financial system (SAMRAS)) (MPPMR Reg. 10 (a))	Number of formal households for which refuse is removed at least once a week	All	32,990
TL33	Provision of refuse removal, refuse dumps and solid waste disposal to all informal households at least once a week (MPPMR Reg. 10 (a))	Number of weekly removal of refuse in informal households (Once per week = 52 weeks per annum	All	52

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL34	Provision of Electricity: Number of metered electrical connections in formal areas (Eskom Areas excluded) (Definition: Refers to residential households (RE) and pensioners (PR) as per Finance departments billed households) (MPPMR Reg. 10 (a))	Number of formal households that meet agreed service standards	All	20,700
TL35	Provision of free basic electricity, refuse removal, sanitation and water in terms of the equitable share requirements (MPPMR Reg. 10 (b))	Number of Indigent households	All	7,400
TL36	Percentage of a municipality's capital budget actually spent on capital projects identified for 2018/19 in terms of the municipality's IDP {(Actual amount spent on projects as identified for the year in the IDP/Total amount budgeted on capital projects)X100} (MPPMR Reg. 10 (c))	% of the capital budget spent	All	95%
TL37	The provision of sanitation services to informal households based on the standard of 1 toilet to 5 households (MPPMR Reg. 10 (a))	The number of toilet structures provided in relation to the number of informal households	All	770
TL38	Provision of sanitation services to formal residential households (A household is defined as a residential unit billed for the particular services rendered by way of the financial system (SAMRAS)) (MPPMR Reg. 10 (a))	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	All	29,841
TL39	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2019 (Actual MIG expenditure/Allocation received)	% expenditure of allocated MIG funds	All	100%

Table 214: Service Delivery Priorities for 2018/19 - Basic Service Delivery

3.11.2 GOOD GOVERNANCE

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL6	Ward committee meetings held to facilitate consistent and regular communication with residents	Number of ward committee meetings per annum	All	104

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL7	Submit progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	All	4
TL22	The percentage of a municipality's budget (training budget) actually spent on implementing its workplace skills plan (Actual expenditure divided by the budget allocated) (MPPMR Reg. 10 (f))	% of the training budget spent on implementation of the WSP	All	100%
TL23	Review the Municipal Organisational Staff Structure by the end of June 2019	Structure reviewed	All	1
TL24	Revise the Section 14 Access to Information Manual by the end of June 2019 to ensure compliant and up to date policies	Manual revised	All	1
TL25	92% of the approved and funded organogram filled {(actual number of posts filled dived by the funded posts budgeted) x100}	% filled	All	92%
TL26	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan (MPPMR Reg. 10 (e))	The number of people from EE target groups employed	All	66
TL42	Sign section 56 performance agreements with all directors by the end of July 2018	Number of agreements signed	All	6
TL43	Monitor the implementation of the action plan developed to address all the issues raised in the management letter of the Auditor General and submit quarterly progress reports to Executive Mayor	Number of progress reports monitored and submitted to Executive Mayor	All	4
TL44	Bi-annual formal performance appraisals of the section 56 appointees for the previous financial period April to June 2018 to be completed by Sept 2018 and the current period October to December 2018 to be completed by February 2019.	Number of appraisals	All	12
TL45	Submit the final Annual report and oversight report of Council before 31 March 2019	Final Annual report and oversight report completed	All	1
TL46	Prepare the final IDP for submission to Council by the end of May 2019	Final IDP submitted	All	1

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL47	Draft the annual report and submit to the Auditor-General by the end of August 2018	Draft Annual report completed	All	1

Table 215: Service Delivery Priorities for 2018/19 - Good Governance

3.11.3 OPTIMIZATION OF FINANCIAL RESOURCES

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL15	Financial viability measured in terms of the available cash to cover fixed operating expenditure ((Available cash+ investments)/ Monthly fixed operating expenditure) (MPPMR Reg. 10 (g))	Ratio achieved	All	3
TL16	Financial viability measured in terms of the municipality's ability to meet its service debt obligations ((Total operating revenue-operating grants received)/debt service payments due within the year) (%) (MPPMR Reg. 10 (g))	Ratio achieved	All	12%
TL17	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services) (MPPMR Reg. 10 (g))	% achieved	All	12.20%
TL18	Financial statements submitted to the Auditor-General by 31 August 2018	Financial statements submitted	All	1
TL19	Submit a reviewed long term financial plan by end of October 2018	Submission of long term financial plan	All	1
TL40	Achieve a debt recovery rate not less than 96% (Receipts/total billed for the 12 month period x 100)	% Recovered	All	96%
TL48	Submit the Final MTREF budget by the end of May 2019	Budget submitted	All	1

Table 216: Service Delivery Priorities for 2018/19 - Optimization of financial resources

3.11.4 SAFE AND HEALTY ENVIRONMENT

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL27	Annually review and submit Disaster Management Plan to the District by the end of October 2018	Reviewed plan submitted	All	1

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL28	Arrange public awareness sessions on Protection Services	Number of sessions held	All	90
TL29	Collect R15,000,000 Public Safety Income by 30 June 2019 (Actual revenue, excluding the fine impairment amount)	R-value of public safety collected income	All	R 15,000,000

Table 217: Service Delivery Priorities for 2018/19 - Safe and Healthy environment

3.11.5 SOCIAL UPLIFTMENT AND ECONOMIC DEVELOPMENT

Ref	KPI	Unit of Measurement	Wards	Annual Target
TL8	Provide three reports on LED, Social Development and Tourism initiatives to Council by end June 2019	Number of reports on LED, Social Development & Tourism initiatives	All	3
TL9	Report to Executive Mayor on Grants to festival organisers through Service Level Agreements (SLA) by end July 2018	Number of reports submitted	All	1
TL10	Support 120 SMME's in terms of the SMME Development Programme by 30 June 2019	Number of SMME's supported	All	120
TL11	Solicit support of financial and non-financial assistance for economic development initiatives	Number of applications submitted	All	10
TL12	Manager LED to report quarterly to Director LED, Social Development & Tourism on linkages established with other spheres of government, agencies, donors, SALGA and other relevant bodies for benefit of local area/Stakeholder engagement and creation of partnerships to broaden economic benefit for local communities	Quarterly report on linkages established	All	4
TL13	The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 1000 work opportunities) (MPPMR Reg. 10 (d))	Number of temporary jobs created	All	1,000
TL14	Monthly monitor the statistics on the usage of the LED Walk-in Centre (outreach & referral purposes) through the attendance registers	Monthly registers on LED outreach statistics (walk in centre)	All	12
TL41	Support 50 SMME's in terms of the Emerging Contractor Development Programme by 30 June 2019	Number of Emerging Contractors supported	All	50

Table 218: Service Delivery Priorities for 2018/19 - Social Upliftment and Economic Development

CHAPTER 4

Staff Appreciation

Caps & T-Shirts presented by the Executive Mayor, Ald. Dudley Coetzee to Operational staff in Hermanus & Kleinmond

4.1 National Key Performance Indicators- Municipal Transformation and Organisational Development

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

linked to the National Key Performance Area – Municipal Transformation and Organisational Development.

KPA & Indicators	Municipal Achievement	Municipal Achievement	Municipal Achievement	Municipal Achievement
	2014/15	2015/16	2016/17	2017/18
The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	61	62	63	70
The percentage of a municipality's budget actually spent on implementing its workplace skills plan	99.64	99.70	99.50	99.87

Table 219: National KPI's - Municipal Transformation and Organisational Development

4.2 Introduction to Municipal Workforce

For the 2017/18 financial year Overstrand Municipality employed **106** (excluding non-permanent positions) officials (**72** new appointees during 2017/18), who individually and collectively contribute to the achievement of Municipality's objectives. The primary objective of Human Resource Management is to render an innovative HR service that addresses both skills development and an administrative function.

4.2.1 EMPLOYMENT EQUITY

The Employment Equity Act (1998) Chapter 3, Section 15 (1) states that affirmative action measures are measures designed to ensure that suitable qualified people from designated groups have equal employment opportunities and are equitably represented in all occupational levels in the workforce of a designated employer. The national performance indicator also refers to: "Number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan".

The Employment Equity targets and goals are presented to Management at shortlisting's during the recruitment and selection process. Employment Equity targets and goals which include the three highest levels of Management are provided to Directors on a monthly basis to create awareness of targets and goals set within the Employment Equity Plan. Employment Equity meetings are set to outline the targets and goals achieved during the year.

a) Employment Equity targets/actual

African		Coloured		Indian		White	
Target June	**Actual June**	**Target June**	**Actual June**	**Target June**	**Actual June**	**Target June**	**Actual June**
2	1	3	3	0	0	2	3

Table 220: 2017/18 EE targets/ Actual by racial classification (3 highest levels of management)

African		Coloured		Indian		White	
Target June	**Actual June**	**Target June**	**Actual June**	**Target June**	**Actual June**	**Target June**	**Actual June**
364	313	612	514	3	2	187	219

Table 221: 2017/18 EE targets/ Actual by racial classification (Total Workforce)

Male (Including Disabilities)		Female (Including Disabilities)	
Target June	**Actual June**	**Target June**	**Actual June**
613	735	553	313

Table 222: 2017/18 EE targets/ actual by gender classification

b) Employment Equity vs. Population

Description	African	Coloured	Indian	White	Total
Population numbers (Provincial)	1 912 547	2 840 404	60 761	915 053	5 728 765
% Population	31.3	52.4	0.3	16	100
Number for positions filled	313	514	2	219	1048
% for Positions filled	29.87	49.04	0.19	20.90	100

Table 223: EE population 2017/18

c) Occupational Levels – Race

The table below categories the number of employees by race within the occupational levels:

Occupational	Male				Female				Total
Levels	**A**	**C**	**I**	**W**	**A**	**C**	**I**	**W**	
Top Management	1	2	0	2	0	1	0	1	7
Senior management	0	1	0	2	0	0	0	0	3
Professionally qualified and experienced specialists and mid-management	2	14	0	26	3	4	0	11	60

Occupational	Male				Female				Total
Levels	A	C	I	W	A	C	I	W	
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	13	60	0	43	8	27	1	45	197
Semi-skilled and discretionary decision making	80	146	0	23	31	80	0	51	411
Unskilled and defined decision making	155	151	1	13	20	28	0	2	370
Total permanent	251	374	1	109	62	140	1	110	1048
Non- permanent employees	0	0	0	0	0	0	0	0	0
Grand total	**251**	**374**	**1**	**109**	**62**	**140**	**1**	**110**	**1048**

Table 224: Occupational Levels

4.2.2 VACANCY RATE

The approved organogram for the municipality had **1122** posts for the 2017/2018 financial year. The actual positions filled are indicated in the tables below by post level and by functional level. **74** Posts were vacant at the end of (2017/18), resulting in a vacancy rate of **6,60%.**

Vacant posts are budgeted for: 74

Below is a table that indicates the vacancies within the municipality:

Per Post Level		
Post level	**Filled**	**Vacant**
MM &MSA section 57 & 56	7	0
Middle management **(T14-T19)**	64	2
Admin Officers **(T4-T13)**	611	63
General Workers **(T3)**	366	9
Total	**1048**	**74**
Per Functional Level		
Functional area	**Filled**	**Vacant**
Municipal Manager	12	0
Management Services	51	3
Financial Services	105	8
Community Services	644	34
Protection Services	117	10
Infrastructure and Planning Services	114	17
Economic Development Services	5	2
Total	**1048**	**74**

Table 225: Vacancy rate per post and functional level

The table below indicates the number of staff per level expressed as total positions and current vacancies express as full time staff equivalents:

Salary Level	Number of current critical vacancies	Total posts as per organogram	Vacancy job title	Vacancies (as a proportion of total posts per category)
Municipal Manager	0	1	N/A	N/A
Chief Financial Officer	0	1	N/A	N/A
Other Section 57 Managers	0	5	N/A	N/A
Highly skilled supervision (T4-T13)	1 3 1	3 18 1	Supervisor: Electrical Service Artisan Electrician Accountant Costing	**22,73%**
Total	**5**	**29**		

Table 226: Vacancy rate per salary level

4.2.3 TURNOVER RATE

A high turnover may be costly to a municipality and might negatively affect productivity, service delivery and institutional memory/organizational knowledge. Below is a table that shows the turnover rate within the municipality. The turnover rate shows a **decrease** from **4.55%** in **2016/17** to **3.65%** in **2017/18.**

Terminations during 2017/18 were mostly due to: 24.39% resignations; 24.39% early retirement & retirement; 21.95% dismissal; 24.39% death and 4.88% disability.

The table below indicates the turn-over rate for the past three financial years:

Financial year	Total no appointments at the end of each Financial Year	New appointments	No Terminations during the year	Turn-over Rate
2014/15	113	113	62	5.28%
2015/16	62	62	52	4.67%
2016/17	83	37	52	4.55%
2017/18	106	72	41	3.65%

Table 227: Turnover Rate

Staff received long service certificates, 27.6.2018

Staff received long service certificates, 30.8.2017

Staff received long service certificates, 25.4.2018

4.3 Managing the Municipal Workforce

Managing the municipal workforce refers to analyzing and coordinating employee behaviour.

4.3.1 INJURIES

An occupational injury is a personal injury, disease or death resulting from an occupational accident. Compensation claims for such occupational injuries are calculated according to the seriousness of the injury/disease and can be costly to a municipality. Occupational injury will influence the loss of man hours and therefore financial and productivity performance.

The injury rate remains the same for the 2017/18 financial year with **185** employees injured. Due to the nature of the injuries the duration of absenteeism due to Injury on duty (IOD) is lengthy in terms of IOD leave.

The table below indicates the total number of injuries within the different directorates:

Directorates	2013/14	2014/15	2015/16	2016/17	2017/18
Municipal Manager	0	0	0	0	0
Management Services	1	0	8	4	6
Financial Services	5	4	2	1	2
Community Services	110	3	120	122	136
Protection Services	16	117	14	19	28
Infrastructure and Planning Services	18	21	19	12	13
Economic Development Services	1	19	1	4	0
Total	**151**	**164**	**164**	**162**	**185**

Table 228: Injuries

4.3.2 SICK LEAVE

The number of day's sick leave taken by employees has service delivery and cost implications. The monitoring of sick leave identifies certain patterns or trends. Once these patterns are identified, corrective action can be taken.

The total number of sick leave days taken by employees during the 2017/18 financial year shows a 31,21% **increase** when comparing it with the 2016/17 financial year.

The table below indicates the total number sick leave days taken within the different directorates:

Department	2013/14	2014/15	2015/16	2016/17	2017/18
Municipal Manager	14	14	22	12	19
Management Services	82	195	164	190	315
Financial Services	471	791	392	356	638
Community Services	3799	4813	3395	3056	4242
Protection Services	282	608	418	585	781
Infrastructure and Planning Services	491	525	608	426	756
Economic Development Services	28	19	17	37	26
Total	**5167**	**6965**	**5016**	**4662**	**6777**

Table 229: Sick Leave

4.3.3 HR POLICIES AND PLANS

Policies and plans provide guidance for fair and consistent staff treatment and a consistent approach to the managing of staff.

The table below shows the HR policies and plans that are approved and that still needs to be developed:

Approved policies	
Name of policy	**Date approved/ revised**
Time and attendance	29 November 2017
Policies still to be developed/ reviewed	
Name of policy	**Proposed date of approval**
External Bursary Programme	In progress
Sexual Harassment	In progress
Uniform/ Protective Clothing	In progress
HIV/ AIDS	In progress

Table 230: HR policies and plans

4.4 Capacitating the Municipal Workforce

Section 68(1) of the MSA states that municipality must develop its human resource capacity to a level that enables it to perform its functions and exercise its powers in an economical, effective, efficient and accountable way. For this purpose the human resource capacity of a municipality must comply with the Skills Development Act (SDA), 1998 (Act No. 81 of 1998), and the Skills Development Levies Act, 20 1999 (Act No. 28 of 1999).

4.4.1 SKILLS MATRIX

The table below indicates the number of employees that received training in the year under review:

Management level	Gender	Number of employees identified for training at start of the year (2017/18)	Number of Employees that received training (2017/18)
MM and S57	Female	0	0
	Male	0	0
Legislators, senior officials and managers	Female	1	27
	Male	5	43
Associate professionals and Technicians	Female	3	12
	Male	22	12
Professionals	Female	7	18
	Male	5	7
Clerks	Female	0	66
	Male	0	15
Service and sales workers	Female	49	19
	Male	25	74
Craft and related trade workers	Female	36	2
	Male	44	67
Plant and machine operators and assemblers	Female	0	0
	Male	26	44
Elementary occupations	Female	10	6
	Male	116	232
Sub total	**Female**	**106**	**150**
	Male	**243**	**494**
Total		**349**	**644**

Table 231: Skills Matrix

4.4.2 SKILLS DEVELOPMENT – TRAINING PROVIDED

The Skills Development Act (1998) and the Municipal Systems Act, (2000), require employers to supply employees with the necessary training in order to develop its human resource capacity. Section 55(1)(f)

states that as head of administration the Municipal Manager is responsible for the management, utilization and training of staff.

Occupational categories	Gender	Training provided in 2017/18						
		Learnerships		Skills programmes & other short courses		Total		
		Actual	Target	Actual	Target	Actual	Target	% Variance
Technicians and associate professionals	Female	0	0	12	4	12	4	300%
	Male	0	0	12	0	12	0	0%
Clerks	Female	8	10	58	61	66	71	92.96%
	Male	5	5	10	11	15	16	93.75%
Service and sales workers	Female	0	0	19	11	19	11	172.72%
	Male	0	0	74	50	74	50	148.00%
Craft and related trade workers	Female	0	0	2	2	2	2	100%
	Male	0	0	67	27	67	27	248.15%
Plant and machine operators and assemblers	Female	0	0	0	0	0	0	0%
	Male	0	0	44	0	44	0	0%
Elementary occupations	Female	0	0	6	7	6	7	85.71%
	Male	0	0	232	166	232	166	139.76%
Sub total	**Female**	**8**	**10**	**97**	**85**	**105**	**95**	**110.53%**
	Male	**5**	**5**	**439**	**254**	**444**	**259**	**171.43%**
Total		**13**	**15**	**536**	**339**	**549**	**354**	**155.08%**

Table 232: Skills Development

4.4.3 SKILLS DEVELOPMENT – BUDGET ALLOCATION

The table below indicates that a total amount of **R1 981 500.00** were allocated to the workplace skills plan and that **99.87%** of the total amount was spent in the (2017/18) financial year:

Year	Total personnel budget	Total Allocated	Total Spend	% Spent
2011/12	R193 778 285	R3 171 200	R3 171 200	100%
2012/13	R 824 059 000.00	R2 41476 000.00	R2 412 976.34	99.87%
2013/14	R260 431 000.00	R2 010 000.00	R2 010 000.00	100%
2014/15	R291 593 000.00	R2 222 400	R 2 216 101,89	99.64 %
2015/16	R314 204 000.00	R2 000 000.00	R1 994 015.20	99.70%
2016/17	R332 740 000.00	R2 191 500.00	R2 179 789.82	99.47%
2017/18	R339 417 641.00	R1 981 500.00	R1 978 826.20	99.87%

Table 233: Budget allocated and spent for skills development

4.4.4 MFMA COMPETENCIES

In terms of Section 83 (1) of the MFMA, the accounting officer, senior managers, the chief financial officer, non-financial managers and other financial officials of a municipality must meet the prescribed financial management competency levels that are key to the successful implementation of the Municipal Finance Management Act. National Treasury has prescribed such financial management competencies in Government Notice 493 dated 15 June 2007.

To assist the above-mentioned officials to acquire the prescribed financial competencies, National Treasury, with the collaboration of various stakeholders and role players in the local government sphere, developed an outcomes-based NQF Level 6 qualification in municipal finance management.

National treasury circular 6 extended the deadline and in terms of the Government Notice 493 of 15 June 2007, "(1) No municipality or municipal entity may, with effect 1 January 2013, employ a person as a financial official if that person does not meet the competency levels prescribed for the relevant position in terms of these Regulations."

Status of Municipal Minimum Competency (MMC) qualification as at 30.6.2018		
In progress	30	
Left the municipality's employment	33	
Completed	102	
Not completed	7	(5 left & 2 still employed)
Still need to complete outstanding unit standards	6	

Table 234: Status of MMC qualification, 30.6.2018

4.5 Managing the Municipal Workforce Expenditure

Section 66 of the MSA states that the accounting officer of a municipality must report to the Council on all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits. This is in line with the requirements of the Public Service Regulations, (2002), as well as National Treasury Budget and Reporting Regulations SA22 and SA23.

4.5.1 PERSONNEL EXPENDITURE

The percentage personnel expenditure is essential in the budgeting process as it reflects on current and future efficiency. The table below indicates the percentage of the municipal budget that was spent on salaries and allowance for the past three financial years and that the municipality is well within the national norm of between 35 to 40%:

Financial year	Total Expenditure salary and allowances (R'000)	Total Operating Expenditure (R'000)	Percentage
	R'000	R'000	
2014/15	277,924	924,126	30.07%
2015/16	283,284	937,335	30.32%

Financial year	Total Expenditure salary and allowances (R'000)	Total Operating Expenditure (R'000)	Percentage
	R'000	R'000	
2016/17	311,628	986,890	30.58%
2017/18	306,674	993,453	30.87%

Table 235: Personnel Expenditure

Below is a summary of Councillor and staff benefits for the year under review:

Financial year	2013/14	2014/15	2015/16	2016/17	2017/18	
Description	Actual	Actual	Actual	Actual	Original Budget	Actual
Councillors (Political Office Bearers plus Other) R'000						
Salary Package	7 414	7 534	7 960	8 608	9 393	9 057
Cell phone allowance	518	570	606	657	660	1 081
Sub Total	**7 932**	**8 104**	**8 566**	**9 265**	**10 053**	**10 138**
% Increase	6.54%	2.17%	5.70%	8.16%		9.42%
Senior Managers of the Municipality R'000						
Salary Package	8 567	9 190	9 543	9 944	10 753	10 489
Cell phone allowance	137	147	154	159	175	187
Sub Total	**8 704**	**9 337**	**9 697**	**10 103**	**10 928**	**10 676**
% increase	5.64%	7.27%	3.86%	4.19%		5.67%
Other Municipal Staff R'000						
Basic Salaries and Wages	157 742	157 014	161 469	176 167	204 000	191 163
Pension Contributions	23 747	40 020	33 559	44 495	35 806	11 484
Medical Aid Contributions	8 828	9 363	9 829	10 523	12 625	11 195
Motor vehicle allowance	9 750	9 634	7 222	7 602	8 213	7 850
Cell phone allowance	1 273	1 241	1 428	1 483	1 475	2 013
Housing allowance	968	944	4 608	5 064	5 405	5 482
Overtime	14 370	14 780	15 732	15 610	15 622	18 388
Other benefits or allowances	12 403	27 488	31 174	31 316	39 151	38 285
Sub Total	**229 081**	**260 483**	**265 021**	**292 260**	**322 297**	**285 860**
% increase	9.56%	13.70%	1.74%	10.28%		(2.19)%

Financial year	2013/14	2014/15	2015/16	2016/17	2017/18	
Description	**Actual**	**Actual**	**Actual**	**Actual**	**Original Budget**	**Actual**
Total Municipality	**245 717**	**277 924**	**283 284**	**311 628**	**343 278**	**306 674**
% increase	9.32%	13.10%	1.93%	10.01%		(1.59)%

Table 236: Personnel Expenditure

CHAPTER 5

This chapter provides details regarding the financial performance of the municipality for the 2017/18 financial year.

The municipality takes inflationary pressures into account when tariffs and operational expenditure are budgeted for.

The table below shows the 5 most expensive consultancy arrangements for the 2017/18 financial year**:**

Consultant arrangement	Cost	Reason for this engagement
Worley Parsons Incorporating KV3 Engineers	R 5 933 116.73	Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019
GIBB (Pty) Ltd.	R 5 673 857.12	Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019
Umvoto Africa (Pty) Ltd.	R 4 678 565.23	Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019
Neil Lyners and Associates CC	R 2 898 373.47	Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019
Aurecon South Africa (Pty) Ltd.	R 1 546 711.43	Appointment of consultants for various engineering and groundwater projects in the Overstrand Municipal area for a contract period ending 30 June 2019

Table 237: 5 Most expensive consultants for the 2017/18 financial year

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

The Statement of Financial Performance provides an overview of the financial performance of the municipality and focuses on the financial health of the municipality.

5.1 FINANCIAL SUMMARY

The table below indicates the summary of the financial performance for the 2017/18 financial year:

Financial Summary							
R'000							
Description	2015/16	2016/17	2017/18			2017/18	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Financial Performance							
Property rates	164 486	197 104	212 784	214 752	214 845	1.0%	0.0%
Service charges	573 118	571 114	577 648	586 148	590 194	2.1%	0.7%
Investment revenue	14 944	23 018	17 165	22 663	33 308	48.5%	32.0%
Transfers recognised - operational	103 629	114 411	113 688	129 217	116 421	2.3%	-11.0%
Other own revenue	74 514	87 147	71 932	94 861	114 209	37.0%	16.9%
Total Revenue (excluding capital transfers and contributions)	**930 691**	**992 795**	**993 217**	**1 047 640**	**1 068 978**	**7.1%**	**2.0%**
Employee costs	274 564	302 363	333 225	329 165	296 536	-12.4%	-11.0%
Remuneration of councillors	8 566	9 265	10 053	10 253	10 138	0.8%	-1.1%
Depreciation & asset impairment	122 909	132 532	130 287	130 287	134 400	3.1%	3.1%
Finance charges	46 207	45 913	47 440	47 440	46 129	-2.8%	-2.8%
Materials and bulk purchases	214 224	266 341	261 093	273 537	263 898	1.1%	-3.7%
Transfers and grants	51 090	1 898	1 778	1 778	1 800	1.2%	1.2%
Other expenditure	220 166	236 710	253 926	259 737	240 552	-5.6%	-8.0%
Total Expenditure	**937 727**	**995 023**	**1 037 801**	**1 052 197**	**993 453**	**-4.5%**	**-5.9%**
Surplus/(Deficit)	(7 036)	(2 228)	(44 584)	(4 556)	75 525	159.0%	106.0%
Transfers recognised - capital	60 651	33 681	47 840	73 441	64 248	25.5%	-14.3%
Contributions recognised - capital & contributed assets	–	10 134	–	–	4 263		
Surplus/(Deficit) after capital transfers & contributions	53 616	41 587	3 256	68 885	144 036	97.7%	52.2%
Share of surplus/ (deficit) of associate	53 616	41 587	3 256	68 885	144 036	97.7%	52.2%
Surplus/(Deficit) for the year	**53 616**	**41 587**	**3 256**	**68 885**	**144 036**	97.7%	52.2%

Financial Summary							
R'000							
Description	2015/16	2016/17	2017/18			2017/18	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Capital expenditure & funds sources							
Capital expenditure	**95 133**	**91 868**	**97 648**	**116 620**	**105 207**	**7.2%**	**-10.8%**
Transfers recognised - capital	60 651	33 211	47 840	73 436	64 248	25.5%	-14.3%
Public contributions & donations	–	10 011	–	–	4 263	100.0%	100.0%
Borrowing	27 189	35 839	30 000	23 200	19 199	-56.3%	-20.8%
Other	896	–					
Internally generated funds	6 396	12 806	19 808	19 983	17 497	-13.2%	-14.2%
Total sources of capital funds							
Financial position							
Total current assets	307 820	404 764	352 438	519 961	641 418	45.1%	18.9%
Total non current assets	3 731 761	3 702 225	3 681 110	3 647 086	3 635 627	-1.3%	-0.3%
Total current liabilities	169 587	180 206	186 466	186 466	220 580	15.5%	15.5%
Total non current liabilities	611 666	629 633	638 205	638 205	613 708	-4.0%	-4.0%
Community wealth/Equity	3 258 328	3 297 149	3 208 877	3 342 376	3 442 758	6.8%	2.9%
Cash flows							
Net cash from (used) operating	160 551	168 384	123 839	165 237	243 868	49.2%	32.2%
Net cash from (used) investing	(99 253)	(86 528)	(103 656)	(45 810)	(28 747)	-260.6%	-59.4%
Net cash from (used) financing	8 496	3 178	2 810	3 218	31	-8845.3%	-10143.7%
Cash/cash equivalents at the year end	174 780	259 814	214 936	382 460	474 967	54.7%	19.5%
Cash backing/surplus reconciliation							
Cash and investments available	204 521	297 796	258 358	425 881	519 562	50.3%	18.0%
Application of cash and investments	(3 324)	12 230	(1 010)	(848)	29 136	103.5%	102.9%
Balance - surplus (shortfall)	207 845	285 566	259 367	426 729	490 427	47.1%	13.0%
Asset management							
Asset register summary (WDV)	3 701 981	3 664 217	3 637 668	3 603 644	3 591 012	-1.3%	-0.4%

Financial Summary							
R'000							
Description	2015/16	2016/17	2017/18			2017/18	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Depreciation & asset impairment	122 909	132 532	130 287	130 287	134 400	3.1%	3.1%
Renewal of Existing Assets	15 623	20 205	11 280	7 713	10 265	-9.9%	24.9%
Repairs and Maintenance	109 377	120 695	169 284	191 235	160 036	-5.8%	-19.5%
Free services							
Cost of Free Basic Services provided	48 900	54 287	63 657	63 657	62 339	-2.1%	-2.1%
Revenue cost of free services provided	88 909	54 287	55 915	55 915	55 915	0.0%	0.0%
Households below minimum service level							
Water:	–	–	–	–	–		
Sanitation/sewerage:	–	–	–	–	–		
Energy:	–	–	–	–	–		
Refuse:	–	–	–	–	–		
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A1							

Table 238: Financial Performance 2017/18

The table below shows a summary of performance against the budgets:

Financial	Revenue				Operating expenditure			
Year	Budget	Actual	Diff.	%	Budget	Actual	Diff.	
	R'000	R'000	R'000		R'000	R'000	R'000	%
2012/13	695 427	679 794	15 634	**-2.30%**	791 055	752 070	38 984	**-5%**
2013/14	743 141	734 466	8 675	**-1.18%**	824 059	824 620	(561)	**0%**
2014/15	810 351	803 312	7 039	**-0.88%**	933 322	924 126	9 196	**-1%**
2015/16	913 073	930 691	(17 618)	**1.89%**	989 724	937 727	51 998	**-6%**
2016/17	1 004 305	992 795	11 510	**-1.16%**	1 072 964	995 023	77 941	**-8%**
2017/18	1 047 640	1 068 978	(21 337)	**2.00%**	1 052 197	993 453	58 744	**-6%**

Table 239: Performance against budgets

The following graph indicates the various types of revenue items in the municipal budget for 2017/18

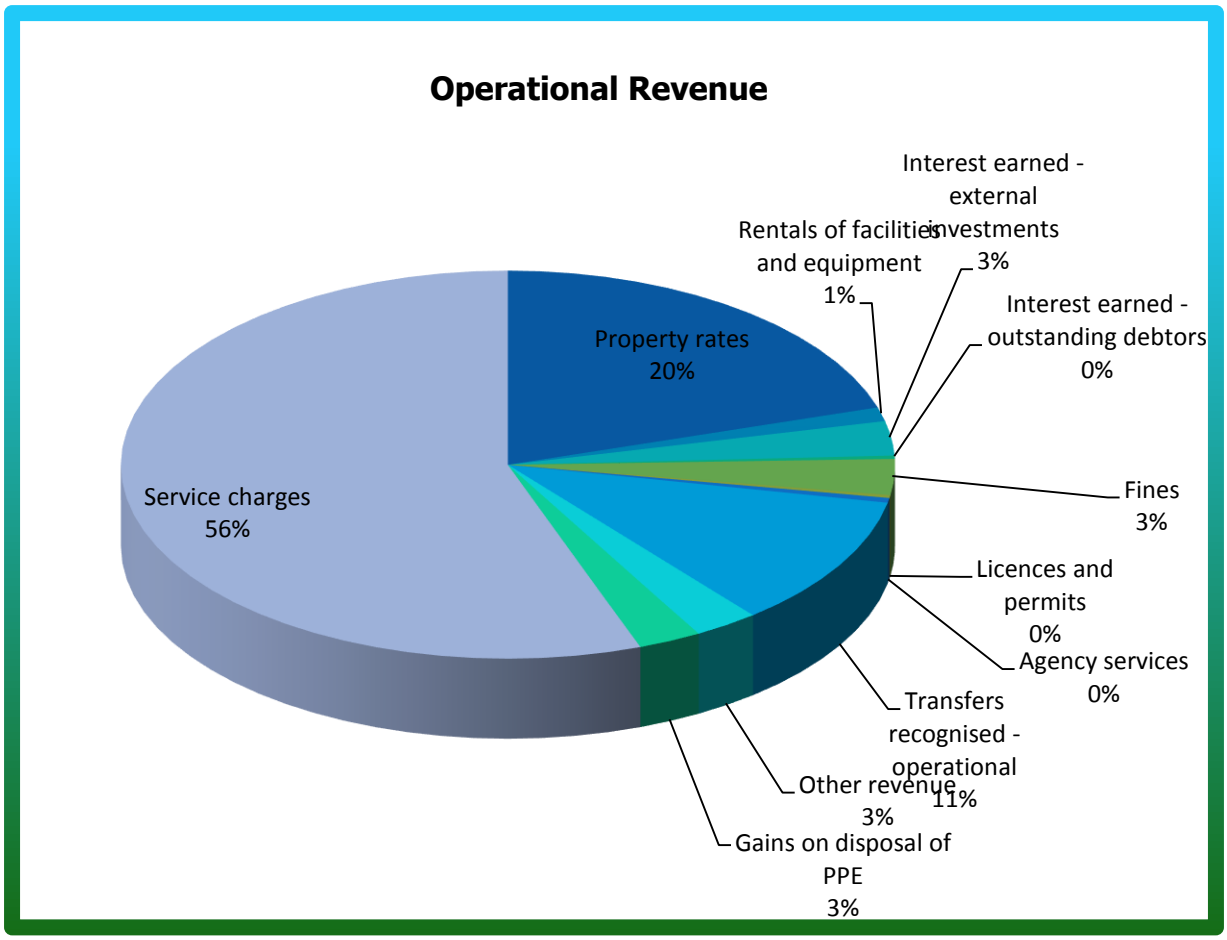


Figure 27: Revenue

The following graph indicates the various types of expenditure items in the municipal budget for 2017/18

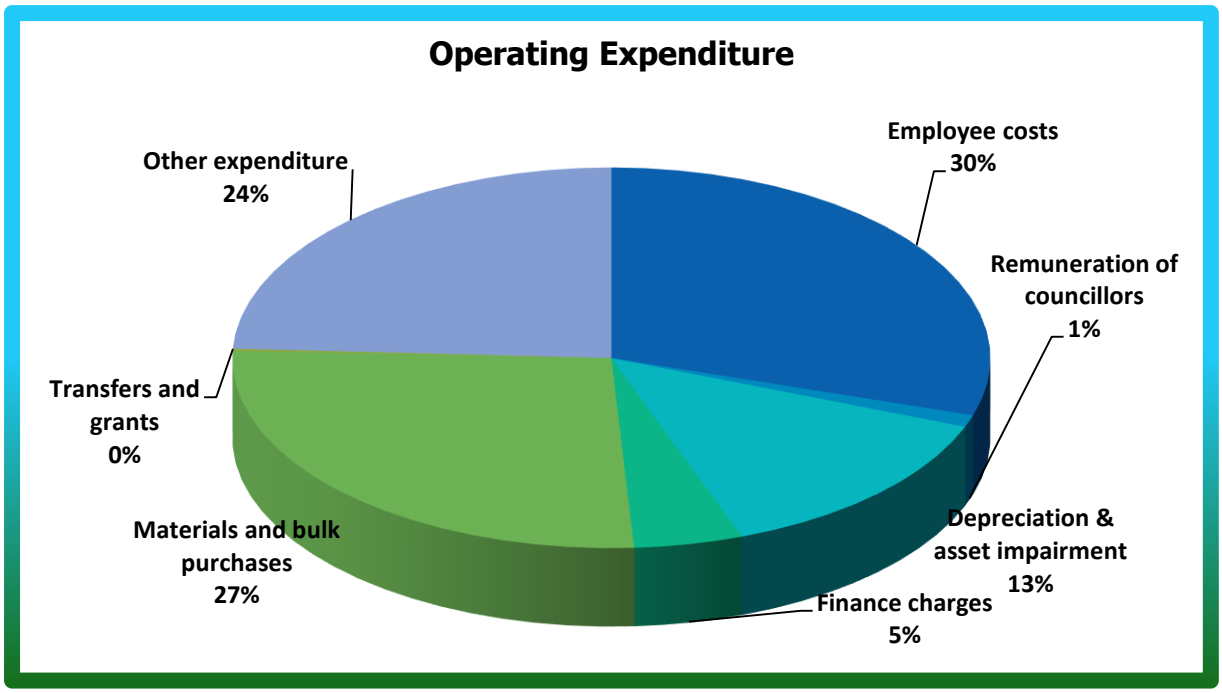


Figure 28: Operating expenditure

5.1.1 Revenue collection by Vote

The table below indicates the Revenue collection performance by Vote:

Vote Description	2015/16	2016/17	2017/18			2017/18	
	R'000						
	Actual	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Vote 1 - Council	64 991	73 145	21 675	21 675	21 399	-1.3%	-1.3%
Vote 2 - Municipal Manager	–	12	48	114	64	24.9%	-79.0%
Vote 3 - Management Services	3 065	2 031	194	195	821	76.4%	76.3%
Vote 4 - Finance	189 358	231 387	239 556	247 304	258 885	7.5%	4.5%
Vote 5 - Community Services	293 898	279 572	319 477	332 518	323 128	1.1%	-2.9%
Vote 6 - Economic and Social Development & Tourism	3 471	3 556	3 900	2 900	2 788	-39.9%	-4.0%
Vote 7 - Infrastructure & Planning	409 632	402 391	414 615	474 784	489 799	15.4%	3.1%

Vote Description	2015/16	2016/17	2017/18			2017/18	
	R'000						
	Actual	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Vote 8 - Protection Services	26 927	44 515	41 592	41 592	40 605	-2.4%	-2.4%
Total Revenue by Vote	991 343	1 036 610	1 041 057	1 121 081	1 137 488	8.5%	1.4%
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3							

Table 240: Revenue by Vote

5.1.2 Revenue collection by Source

The table below indicates the revenue collection performance by source for the 2017/18 financial year:

Description	2015/16	2016/17	2017/18			2017/18 Variance	
	R'000						
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	164 486	197 104	212 784	214 752	214 845	1.0%	0.0%
Property rates - penalties & collection charges	480	482	–	–	867	100.0%	100.0%
Service Charges - electricity revenue	324 722	334 765	339 249	339 270	349 380	2.9%	2.9%
Service Charges - water revenue	113 902	115 070	114 494	117 120	111 010	-3.1%	-5.5%
Service Charges - sanitation revenue	72 804	66 890	67 869	72 870	72 064	5.8%	-1.1%
Service Charges - refuse revenue	61 690	54 389	55 388	56 888	57 741	4.1%	1.5%
Service Charges - other	–	–	647	–	–		
Rentals of facilities and equipment	9 915	11 613	4 933	4 933	12 324	60.0%	60.0%
Interest earned - external investments	12 209	20 347	13 962	19 462	30 322	54.0%	35.8%
Interest earned - outstanding debtors	2 735	2 671	3 203	3 201	2 986	-7.3%	-7.2%
Dividends received	–		–	–	–	0.0%	0.0%
Fines	21 202	38 233	33 260	33 261	31 634	-5.1%	-5.1%
Licences and permits	2 423	2 525	2 374	2 374	2 527	6.1%	6.1%
Agency services	3 211	3 480	3 419	3 419	4 149	17.6%	17.6%
Transfers recognised - operational	103 629	114 411	113 688	129 217	116 421	2.3%	-11.0%
Other revenue	37 283	40 948	27 946	27 052	38 895	28.1%	30.4%
Gains on disposal of PPE		–		23 823	28 077	100.0%	15.2%

Total Revenue (excluding capital transfers and contributions)	**930 691**	**1 002 928**	**993 217**	**1 047 640**	**1 073 241**	**7.5%**	**2.4%**
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4.							

Table 241: Revenue by Source

5.1.3 Operational Services Performance

The table below indicates the Operational services performance for the 2017/18 financial year:

Financial Performance of Operational Services							
R '000							
Description	**2015/16**	**2016/17**	**2017/18**			**2017/18 Variance**	
	Actual	**Actual**	**Original Budget**	**Adjustments Budget**	**Actual**	**Original Budget**	**Adjustments Budget**
Operating Cost							
Water	(62 921)	(60 837)	(50 150)	(52 225)	(51 687)	2.97%	-1.04%
Waste Water (Sanitation)	(44 326)	(48 533)	(35 437)	(40 502)	(40 514)	12.53%	0.03%
Electricity	(250 963)	(271 632)	(251 128)	(255 076)	(263 433)	4.67%	3.17%
Waste Management	(48 955)	(56 415)	(42 301)	(43 715)	(49 416)	14.40%	11.54%
Housing	41 321	18 655	11 545	38 741	43 598	73.52%	11.14%
Component A: sub-total	(365 844)	(418 761)	(367 471)	(352 777)	(361 452)	-1.67%	2.40%
Waste Water (Stormwater Drainage)	(5 505)	(9 130)	(3 456)	3 227	(1 067)	-223.93%	402.48%
Roads	(74 127)	(79 628)	(93 701)	(86 066)	(82 227)	-13.95%	-4.67%
Transport	–		–	–	–	0.00%	0.00%
Component B: sub-total	(79 632)	(88 758)	(97 157)	(82 839)	(83 294)	-16.64%	0.55%
Planning	(44 024)	(58 775)	(68 725)	(69 082)	(65 962)	-4.19%	-4.73%
Local Economic Development	(5 434)	(6 664)	(6 176)	(7 095)	(6 725)	8.17%	-5.50%
Component C: sub-total	(49 459)	(65 439)	(74 901)	(76 177)	(72 687)	-3.05%	-4.80%
Community & Social Services	(24 404)	(21 790)	(31 857)	(32 413)	(29 707)	-7.24%	-9.11%
Environmental Protection	(4 749)	(5 519)	(5 993)	(5 797)	(5 683)	-5.44%	-2.00%
Health	–		–	–	–	0.00%	0.00%
Security and Safety	(28 288)	(36 655)	(39 190)	(39 481)	(32 681)	-19.92%	-20.81%

Financial Performance of Operational Services							
R '000							
Description	2015/16	2016/17	2017/18			2017/18 Variance	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Sport and Recreation	(4 568)	(5 515)	(11 979)	(12 746)	(10 089)	-18.73%	-26.33%
Corporate Policy Offices and Other	(127 046)	(138 497)	(159 010)	(130 166)	(66 277)	-139.92%	-96.40%
Component D: sub-total	(189 054)	(207 976)	(248 029)	(220 602)	(144 437)	-71.72%	-52.73%
Total Expenditure	**(683 988)**	**(780 934)**	**(787 557)**	**(732 395)**	**(661 871)**	-18.99%	-10.66%
In this table operational income (but not levies or tariffs) is offset against operational expenditure leaving a net operational expenditure total for each service as shown in the individual net service expenditure tables in chapter 3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.							

Table 242: Operational Services Performance

Total Net Expenditure variance between the original budget and actual was -18.99%. Total Net Expenditure variance between the amended budget and actual was -10.66%.

5.2 FINANCIAL PERFORMANCE PER MUNICIPAL FUNCTION

5.2.1 Water Services

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	4 404	5 551	16 432	14 432	14 365	-0.5%
Expenditure:						
Employees	10 914	8 594	9 960	9 552	9 433	-1.3%
Contracted services and materials	10 298	6 904	7 002	7 203	6 654	-8.3%
Other	46 114	50 890	49 620	49 902	49 965	0.1%
Total Operational Expenditure	**67 325**	**66 388**	**66 582**	**66 657**	**66 052**	**-0.9%**
Net Operational (Service) Expenditure	**(62 921)**	**(60 837)**	**(50 150)**	**(52 225)**	**(51 687)**	**-1.0%**
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

Table 243: Financial Performance: Water Services

5.2.2 Waste Water (Sanitation)

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	4 483	3 115	16 654	11 919	12 063	1.2%
Expenditure:						
Employees	14 490	14 907	15 375	15 237	15 685	2.9%
Contracted services and materials	9 664	10 367	10 513	11 070	10 155	-9.0%
Other	24 655	26 373	26 203	26 115	26 738	2.3%
Total Operational Expenditure	**48 809**	**51 648**	**52 091**	**52 421**	**52 578**	**0.3%**
Net Operational (Service) Expenditure	**(44 326)**	**(48 533)**	**(35 437)**	**(40 502)**	**(40 514)**	**0.0%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 244: Financial Performance: Waste Water (Sanitation) services

5.2.3 Electricity

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	10 147	16 218	30 760	31 120	31 953	2.6%
Expenditure:						
Employees	18 091	18 968	22 140	21 254	19 770	-7.5%
Contracted services and materials	5 731	6 450	5 770	5 958	5 997	0.7%
Other	237 289	262 431	253 979	258 983	269 618	3.9%
Total Operational Expenditure	**261 110**	**287 850**	**281 889**	**286 196**	**295 386**	**3.1%**
Net Operational (Service) Expenditure	**(250 963)**	**(271 632)**	**(251 128)**	**(255 076)**	**(263 433)**	**3.2%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 245: Financial Performance: Electricity

5.2.4 Waste Management

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	44	113	14 902	14 902	14 898	0.0%
Expenditure:						
Employees	21 428	23 585	25 574	25 885	26 420	2.0%
Contracted services and materials	15 363	21 621	23 117	23 649	23 239	-1.8%
Other	12 208	11 322	8 511	9 083	14 655	38.0%
Total Operational Expenditure	**48 999**	**56 528**	**57 202**	**58 617**	**64 314**	**8.9%**
Net Operational (Service) Expenditure	**(48 955)**	**(56 415)**	**(42 301)**	**(43 715)**	**(49 416)**	**11.5%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 246: Financial Performance: Waste Management

5.2.5 Housing

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	56 496	41 412	36 326	72 142	56 186	-28.4%
Expenditure:						
Employees	2 564	2 442	3 056	3 014	2 782	-8.4%
Contracted services and materials	12 562	20 267	21 656	30 318	9 734	-211.5%
Other	49	48	69	69	73	5.7%
Total Operational Expenditure	**15 175**	**22 758**	**24 781**	**33 401**	**12 589**	**-165.3%**
Net Operational (Service) Expenditure	**41 321**	**18 655**	**11 545**	**38 741**	**43 598**	**11.1%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 247: Financial Performance: Housing

5.2.6 Waste Water (Storm water)

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	2 777	2 394	6 900	13 190	10 942	-20.5%
Expenditure:						
Employees	2 354	2 519	2 901	2 853	3 012	5.3%
Contracted services and materials	2 812	3 088	3 431	3 072	2 993	-2.6%
Other	3 115	5 918	4 025	4 038	6 004	32.7%
Total Operational Expenditure	**8 282**	**11 524**	**10 356**	**9 963**	**12 009**	**17.0%**
Net Operational (Service) Expenditure	**(5 505)**	**(9 130)**	**(3 456)**	**3 227**	**(1 067)**	**402.5%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 248: Financial Performance Waste Water (Storm water)

5.2.7 Roads

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	12 071	10 419	4 385	10 625	8 970	-18.5%
Expenditure:						
Employees	17 674	19 457	23 810	22 259	20 726	-7.4%
Contracted services and materials	32 168	35 416	34 401	34 699	34 110	-1.7%
Other	36 355	35 173	39 876	39 733	36 361	-9.3%
Total Operational Expenditure	**86 197**	**90 046**	**98 086**	**96 691**	**91 197**	**-6.0%**
Net Operational (Service) Expenditure	**(74 127)**	**(79 628)**	**(93 701)**	**(86 066)**	**(82 227)**	**-4.7%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 249: Financial Performance: Roads

5.2.8 Planning

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	10 156	10 132	9 717	9 888	11 537	14.3%
Expenditure:						
Employees	19 501	22 537	24 597	25 073	24 766	-1.2%
Contracted services and materials	32 777	44 434	51 500	51 482	50 277	-2.4%
Other	1 903	1 936	2 345	2 415	2 455	1.6%
Total Operational Expenditure	**54 180**	**68 907**	**78 441**	**78 970**	**77 498**	**-1.9%**
Net Operational (Service) Expenditure	**(44 024)**	**(58 775)**	**(68 725)**	**(69 082)**	**(65 962)**	**-4.7%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 250: Financial Performance: Planning

5.2.9 Local Economic Development

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	3 471	3 556	3 900	2 900	2 758	-5.1%
Expenditure:						
Employees	5 776	6 907	6 189	6 473	6 559	1.3%
Contracted services and materials	645	908	1 376	976	693	-40.8%
Other	2 484	2 406	2 511	2 546	2 231	-14.1%
Total Operational Expenditure	**8 905**	**10 220**	**10 076**	**9 995**	**9 484**	**-5.4%**
Net Operational (Service) Expenditure	**(5 434)**	**(6 664)**	**(6 176)**	**(7 095)**	**(6 725)**	**-5.5%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 251: Financial Performance: Local Economic Development

5.2.10 Community & Social Services

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	6 214	9 747	5 058	3 566	4 149	14.1%
Expenditure:						
Employees	24 374	25 588	30 127	28 410	27 051	-5.0%
Contracted services and materials	4 979	4 532	5 293	6 072	5 314	-14.3%
Other	1 265	1 418	1 494	1 496	1 491	-0.3%
Total Operational Expenditure	**30 618**	**31 538**	**36 914**	**35 978**	**33 856**	**-6.3%**
Net Operational (Service) Expenditure	**(24 404)**	**(21 790)**	**(31 857)**	**(32 413)**	**(29 707)**	**-9.1%**
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

Table 252: Financial Performance: Community & Social Services

5.2.11 Environmental Protection

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	9	9	22	22	22	2.1%
Expenditure:						
Employees	3 531	3 546	3 988	3 907	3 587	-8.9%
Contracted services and materials	1 277	1 481	1 768	1 627	1 870	13.0%
Other	(50)	501	259	285	248	-14.5%
Total Operational Expenditure	**4 758**	**5 528**	**6 014**	**5 819**	**5 705**	**-2.0%**
Net Operational (Service) Expenditure	**(4 749)**	**(5 519)**	**(5 993)**	**(5 797)**	**(5 683)**	**-2.0%**
Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.						

Table 253: Financial Performance: Environmental Protection

5.2.12 Security and safety

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	27 721	44 515	41 592	41 592	40 605	-2.4%
Expenditure:						
Employees	30 858	33 381	40 869	39 188	39 047	-0.4%
Contracted services and materials	11 903	14 237	14 805	16 980	15 723	-8.0%
Other	13 248	33 552	25 108	24 905	18 516	-34.5%
Total Operational Expenditure	**56 009**	**81 170**	**80 782**	**81 073**	**73 286**	**-10.6%**
Net Operational (Service) Expenditure	**(28 288)**	**(36 655)**	**(39 190)**	**(39 481)**	**(32 681)**	**-20.8%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 254: Financial Performance: Security and Safety

5.2.13 Sport and Recreation

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	9 743	10 371	7 646	7 346	8 218	10.6%
Expenditure:						
Employees	9 535	10 475	11 904	12 118	11 983	-1.1%
Contracted services and materials	3 965	4 849	6 115	6 378	5 556	-14.8%
Other	811	562	1 605	1 595	768	-107.7%
Total Operational Expenditure	**14 311**	**15 886**	**19 625**	**20 092**	**18 307**	**-9.8%**
Net Operational (Service) Expenditure	**(4 568)**	**(5 515)**	**(11 979)**	**(12 746)**	**(10 089)**	**-26.3%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 255: Financial Performance: Sport and Recreation

5.2.14 Corporate Policy Offices & Other

Description	2015/16	2016/17	2017/18			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	106 846	113 685	55 951	86 158	114 915	25.0%
Expenditure:						
Employees	100 730	117 182	114 424	114 214	85 715	-33.2%
Contracted services and materials	31 463	29 988	36 322	36 783	32 804	-12.1%
Other	101 698	105 013	64 214	65 328	62 673	-4.2%
Total Operational Expenditure	**233 892**	**252 182**	**214 961**	**216 324**	**181 192**	**-19.4%**
Net Operational (Service) Expenditure	**(127 046)**	**(138 497)**	**(159 010)**	**(130 166)**	**(66 277)**	**-96.4%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

Table 256: Financial Performance: Corporate Policy Offices & Other

5.3 GRANTS

5.3.1 Grant Performance

The municipality had a total amount of R73.4 million for infrastructure and other capital projects available that was received in the form of grants from the National and Provincial Governments during the 2017/18 financial year. The performance in the spending of these grants is summarised as follows:

Grant Performance							
R' 000							
Description	2015/16	2016/17	2017/18			2017/18 Variance	
	Actual	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
Capital Transfers and Grants							
National Government:	**30 347**	**26 030**	**26 330**	**26 330**	**21 786**	-20.9%	-20.9%
Financial Management Grant	–	–	–	–	–		
Municipal Systems Improvement	930	–	–	–	–		
Municipal Infrastructure Grant	21 417	21 030	22 330	22 330	17 786	-25.5%	-25.5%
Regional Bulk Infrastructure Grant	–	–	–	–	–		

Grant Performance							
R' 000							
Description	2015/16	2016/17	2017/18			2017/18 Variance	
	Actual	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
Integrated National Electrification Program	8 000	5 000	4 000	4 000	4 000	0.0%	0.0%
Neighbourhood Development Partnership Grant	–	–	–	–	–		
Provincial Government:	**30 304**	**7 651**	**21 510**	**47 111**	**42 462**	49.3%	-10.9%
Library subsidies	3 031	–	1 132	1 670	1 141	0.8%	-46.4%
Housing	25 974	7 651	17 186	37 890	34 180	49.7%	-10.9%
Community Development Workers Grant			21	21	–	100.0%	100.0%
Development of Sport & Recreation Facilities	–	–	1 171	1 171	1 171	0.0%	0.0%
Fire Sevices Capacity Grant	–	–	2 000	2 000	2 000	0.0%	0.0%
Public Transport Non Motorised Infrastructure	–	–		4 000	3 610	100.0%	-10.8%
Municipal Service Delivery and Capacity Building Grant				360	360	100.0%	0.0%
Financial Management Support Grant	1 300	–	–	–	–		
Total Capital Transfers and Grants	**60 651**	**33 681**	**47 840**	**73 441**	**64 248**	**25.5%**	**-14.3%**
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.							

Table 257: Grant Performance for 2017/18

5.3.2 Conditional Grants (Excluding MIG)

Conditional Grants: excluding MIG -update for 2017/18						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjust-ments Budget	
Financial Management Grant	1 550	1 550	1 550	0.0%	0.0%	To promote and support reforms in financial management by building capacity in municipalities to implement the Municipal Finance Management Act (MFMA) As part of strengthening financial and asset management in municipalities, the grant provides funding for water and energy internship programme to

Conditional Grants: excluding MIG -update for 2017/18						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjust-ments Budget	
						graduates in selected water boards and municipalities
Municipal Systems Improvement Grant	–	–	–	0.0%	0.0%	To assist municipalities in building in-house capacity to perform their functions and stabilise institutional and governance systems as required in the Municipal Systems Act (MSA) and related legislation, policies and local government turnaround strategy
Integrated National Electrification	4 000	4 000	4 000	0.0%	0.0%	To implement the Integrated National Electrification Programme (INEP) by providing capital subsidies to Eskom to address the electrification backlog of occupied residential dwellings, the installation of bulk infrastructure and rehabilitation and refurbishment of electricity infrastructure in order to improve quality of supply
Expanded Public Works Programme	2 300	2 300	–	-100.0%	-100.0%	To incentivise municipalities to increase job creation efforts in infrastructure, environment and culture programmes through the use of labour-intensive methods and the expansion of job creation in line with the Expanded Public Works Programme (EPWP) guidelines
Library subsidy	7 438	7 976	7 447	0.1%	-6.6%	To transform urban and rural community library infrastructure, facilities and services (primarily targeting previously disadvantaged communities) through a recapitalised programme at provincial level in support of local government and national initiatives
Community Development Workers	74	74	74	0.0%	0.0%	To provide financial assistance to municipalities to cover the operational costs pertaining to the line functions of the community development workers including regional coordinators.
Housing	35 966	71 781	55 825	55.2%	-22.2%	To provide funding for the creation of sustainable human settlements
Main Road subsidy	139	139	139	0.0%	0.0%	To subsidise municipalities with the maintenance of proclaimed municipal main roads, where the municipality is the Road Authority, within municipal areas.
Local Government Graduate Internship Grant	48	114	64	33.1%	-44.1%	To provide financial assistance to municipalities in support of capacity building for the future by means of a graduate internship programme

Conditional Grants: excluding MIG -update for 2017/18						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjust-ments Budget	
Public Transport Non-Motorised Infrastructure		4 000	3 610	#DIV/0!	-9.7%	To assist with the provision of public transport facilities in rural communities
Municipal Service Delivery and Capacity Building Grant		360	360	#DIV/0!	0.0%	To provide financial assistance to municipalities to improve infrastructure, systems, structures, corporate governance, service delivery and addressing institutional challenges. To address economic development, poverty reduction and skills development identified within the Provincial Strategic goals as a priority
Mobility Strategy				#DIV/0!	#DIV/0!	To develop, implement and promulgate impoundment facilities in accordance with the National Land Transport Act, 2009 (Act 5 of 2009).
Development of Sport & Recreation Facilities	1 171	1 171	1 171	0.0%	0.0%	Compliance with section 38(1)(j) of the Public Finance Management Act, 1999
Financial Management Capacity Building Grant	240	240	–	-100.0%	-100.0%	To develop financial human capacity within municipal areas to enable a sustainable local financial skills pipeline that is responsive to municipalities requirements to enable sound and sustainable financial management and good financial governance
Greenest Municipality	50	120	120	140.0%	0.0%	To implement and enhance programmes to interact with stakeholders and empower communities to partner with government in implementing environmental and socio-economic programmes
Fire Service Capacity Building Grant	2 000	2 000	2 000	0.0%	0.0%	To provide financial assistance to municipalities to ensure functional emergency communication, mobilisation systems and fire services
Western Cape Financial Management Support Grant		280		0.0%	-100.0%	To provide financial assistance to Municipalities to improve overall financial governance within municipalities inclusive of optimising and administration of revenue, improving credibility and responsiveness of municipal budgets, improving of municipal audit outcomes and addressing institutional challenges.
Total	**54 975**	**96 105**	**76 360**	**38.9%**	**-20.5%**	
** This includes Neighbourhood Development Partnership Grant, Public Transport Infrastructure and Systems Grant and any other grant excluding Municipal Infrastructure Grant (MIG) which is dealt with in par 5.9.2. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.*						

Table 258: Conditional Grant (excl. MIG)

Total conditional grants for the 2017/18 financial year was R76.4mil (excluding MIG grant and equitable share). The total conditional grants comprises of capital as well as operational grants.

The total conditional operating grants for the 2017/18 financial year was R32.2mil (excluding equitable share) and the total conditional capital grants for the 2017/18 financial year was R46,5mil (excluding MIG grant).

The operational transfers and grants finance the operational expenditure portion of the conditions attached the each relevant grant.

Total conditional grants variance between the original budget and actual was 38.9%. Total conditional grants variance between the amended budget and actual was -20.5%. This was due to two factors, namely:

Variances are due to projects not completed by 30 June 2018 and the unspent monies are rolled over to next financial year.

5.3.3 Grants received from sources other than the Division of Revenue Act (DORA)

Grants Received From Sources Other Than Division of Revenue Act (DoRA)							
	R'000						
Details of Donor	**Actual Grant 2015/16**	**Actual Grant 2016/17**	**Actual Grant 2017/18**	**2017/18 Municipal Contribution**	**Date Grant terminates**	**Date Municipal contribution terminates**	**Nature and benefit from the grant received, include description of any contributions in kind**
Private Sector / Organisations							
WWF Table Mountain Fund Grant	–	–	–	–	N/A	N/A	Nature conservation
Spaces for Sport	–	–	94	–	N/A	N/A	Recreational purposes
Samras User group	–	–	–	–	N/A	N/A	Samras User group
Provision of Furniture & Security for ICT Projects at Libraries	–	–	–	–	N/A	N/A	Public Library Programme of Province
Dept. of Public Works-Small Harbours and State Coastal Property Marketing Event	–	–	29	–	N/A	N/A	Small Harbours and State Coastal Property Marketing Event
National lotto funds	–	1 000	–	–	N/A	N/A	Sporting development
DWA ACIP	–	571	–	–	N/A	N/A	To complete the required projects for the proposed Overstrand Water Conservation Demand Management.
Public contributions: non-cash	875	7 363	4 263	–	N/A	N/A	Various contributions from the public, e.g. Fire truck, building, land, container etc.

Grants Received From Sources Other Than Division of Revenue Act (DoRA)							
	R'000						
Details of Donor	**Actual Grant 2015/16**	**Actual Grant 2016/17**	**Actual Grant 2017/18**	**2017/18 Municipal Contribution**	**Date Grant terminates**	**Date Municipal contribution terminates**	**Nature and benefit from the grant received, include description of any contributions in kind**
Public contributions: cash	–	–	461	–	N/A	N/A	Monetary contribution in lieu of LGSETA
Government contributions: non-cash	109	1 200	–	–	N/A	N/A	Land transferred to municipality

Table 259: Grants Received sources other than DORA

The total amount of grants received from other sources during the 2017/18 financial year was R4.8 mil.

The benefits and conditions from conditional grants and grants received from other sources can be seen in the relevant tables above.

5.3.4 Level of Reliance on Grants & Subsidies

Financial year	Total grants and Subsidies received R'000	Total Operating Revenue R'000	Percentage %
2013/14	105 925	788 532	**13.4%**
2014/15	115 970	856 126	**13.5%**
2015/16	164 281	983 712	**16.7%**
2016/17	148 093	992 795	**14.9%**
2017/18	180 669	1 068 978	**16.9%**

Table 260: Reliance on grants

The following graph indicates the municipality's reliance on grants as percentage for the last three financial years

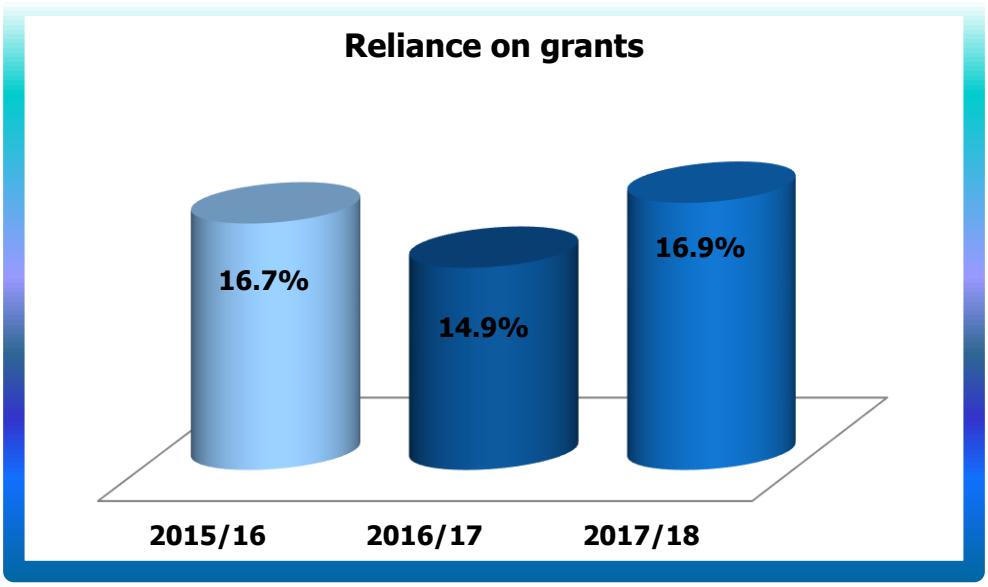


Figure 29: Reliance on grants

Total amount of conditional grants received during the 2017/18 financial year was R162.8 million (excluding MIG).

5.4 ASSET MANAGEMENT

The objectives of the Asset Management within the Overstrand Municipality are to assist officials in understanding their legal and managerial responsibilities with regard to assets and to ensure the effective and efficient control of the municipality's assets through:

- proper recording of assets from authorisation to acquisition and to subsequent disposal;
- providing for safeguarding procedures,
- setting proper guidelines as to authorised utilisation; and
- prescribing for proper maintenance.

The key elements of the Asset Management Policy represent:

- Statutory and Regulatory Framework / Responsibilities and Accountabilities
- Financial Management / Internal Controls / Management of Control Items
- Management and Operation Of Assets / Classification & Components
- Accounting for Assets / Financial Disclosure.

The Asset Management Section consists of three staff members and forms part of the Expenditure & Asset Management Division within the Finance Directorate.

The costing module on the SAMRAS Management Information System is utilized to cost all new asset components up to completion there-of. This approach was deployed over the past year with great success.

Regular Asset counts are conducted in accordance with the prescriptions of the Asset Management Policy. Information regarding Asset Register updates in respect of disposals, adjustments, review of useful life etc. is based on submissions by user departments in accordance with the procedures in place.

Management envisages that the Asset Register will be hosted on software specifically developed for this purpose (currently on Excel) and more to full adherence to GRAP requirements.

5.4.1 Treatment of the Three Largest Assets

Asset 1				
Name	Preekstoel Water Treatment Works Upgrade			
Description	Upgrading of Preekstoel Water Treatment Plant			
Asset Type	Infrastructure			
Key Staff Involved	Hanre Blignaut / Patrick Robinson / Hannes Vorster			
Staff Responsibilities	Project Management / Asset Register Compilation			
	2014/15	**2015/16**	**2016/17**	**2017/18**
Asset Value	82 445 522	82 445 522	82 445 522	87 059 941
Capital Implications	External Loan / MIG Funding / Regional Bulk Infrastructure Grant			
Future Purpose of Asset	To treat raw water from the De Bos Dam and the three municipal well fields. The Works provide drinking water to the Greater Hermanus area.			
Describe Key Issues	Access to land (farms) for the installation of new bulk water pipelines			
Policies in Place to Manage Asset	Asset Management Policy			

Table 261: Summary of Largest Asset

Asset 2				
Name	Hermanus Waste Water Treatment Works Upgrading			
Description	Upgrading of the Waste Water Treatment Works at Hermanus			
Asset Type	Infrastructure			
Key Staff Involved	Hanre Blignaut / Patrick Robinson / Hannes Vorster			
Staff Responsibilities	Project Management / Asset Register Compilation			
	2014/15	**2015/16**	**2016/17**	**2017/18**
Asset Value	46 694 370	46 694 370	46 694 370	73 291 994
Capital Implications	External Loans Funding / Regional Bulk Infrastructure Grant			
Future Purpose of Asset	To treat waste water (sewerage) from the Greater Hermanus Area			
Describe Key Issues	Proximity of the works to residential areas			
Policies in Place to Manage Asset	Asset Management Policy			

Table 262: Summary of 2nd Largest Asset

Asset 3				
Name	New 66 KV Intake Point			
Description	66 KV Substation			
Asset Type	Infrastructure			
Key Staff Involved	Koos du Plessis / Jamie Klem / Hannes Vorster			
Staff Responsibilities	Project Management / Asset Register Compilation			
	2014/15	**2015/16**	**2016/17**	**2017/18**
Asset Value	32 878 614	32 878 614	32 878 614	32 878 614
Capital Implications	External Loan Funding			
Future Purpose of Asset	Eskom could not supply enough capacity to cater for the growing demand, therefore second supply intake was needed			
Describe Key Issues	Identifying suitable land for construction of substation			
Policies in Place to Manage Asset	Asset Management Policy			

Table 263: Summary of 3rd Largest Asset

All three projects listed above are revenue generating assets and the costs are recovered through tariffs.

5.4.2 Repairs and Maintenance

Description	2014/15 R'000	2015/16 R'000	2016/17 R'000	2017/18 R'000
Total Operating Expenditure	924 126	937 335	986 890	993 453
Repairs and Maintenance	158 026	109 377	120 695	160 036
% of total OPEX	**17.1%**	**11.7%**	**12.2%**	**16.1%**

Table 264: Repairs & maintenance as % of total Operating Expenditure

The following graph indicates the percentage of the budget that was spent on repairs & maintenance in relation to the operational expenditure

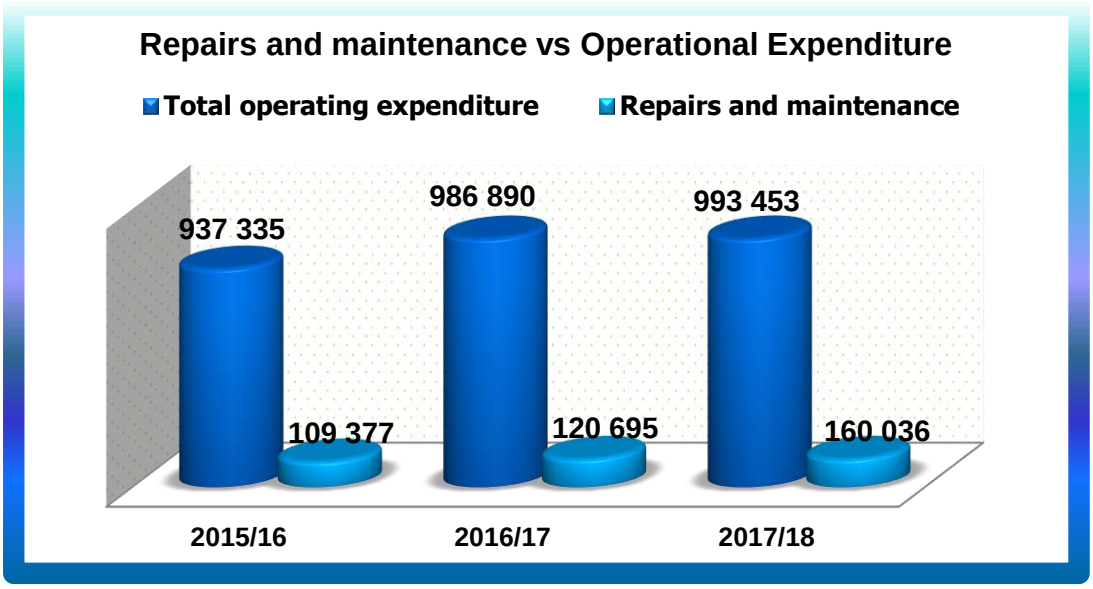


Figure 30: Repairs & Maintenance vs Operational Expenditure

The percentage of repairs and maintenance over the total operating expenditure for the 2017/18 financial year was 16.1% (2016/17: 12.2%). The repairs and maintenance expenditure appears adequate to maintain existing infrastructure as service delivery is not negatively affected.

5.5 FINANCIAL RATIONS BASED ON KEY PERFORMANCE INDICATORS

5.5.1 Liquidity Ratio

Basis of calculation	2013/14 Audit outcome	2014/15 Audit outcome	2015/16 Audit outcome	2016/17 Audit outcome	2017/18 Audit outcome
Current assets/current liabilities	1.19	1.42	1.82	2.25	2.91
Current assets less debtors > 90 days/current liabilities	1.09	1.31	1.71	2.05	2.68
Cash and equivalents/Trade creditors and short term borrowings	1.08	1.66	2.46	3.42	4.84

Table 265: Liquidity Financial Ratio

Net current assets	Net current liabilities	
R'000	R'000	Ratio
176 410	148 890	1.19:1
220 542	155 682	1.42:1
307 820	169 587	1.82:1
404 764	180 206	2.25:1
641 418	220 580	2.91:1

Table 266: Liquidity Financial Ratio

5.5.2 IDP Regulation Financial Viability Indicators

Description	Basis of calculation	2014/15	2015/16	2016/17	2017/18
		Audit outcome	Audit outcome	Audit outcome	Audit outcome
Cost Coverage	(Available cash + Investments)/monthly fixed operational expenditure	2.47	3.83	5.18	5.12
Total Outstanding Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	10.42%	10.43%	10.77%	10.55%
Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	16.97	17.71	18.99	19.79

Table 267: Financial Viability National KPA's

5.5.3 Creditors Management

Description	Basis of calculation	2014/15	2015/16	2016/17	2017/18
		Audit outcome	Audit outcome	Audit outcome	Audit outcome
Creditors System Efficiency	% of Creditors Paid Within Terms (within `MFMA' s 65(e))	98%	98%	100%	100%

Table 268: Creditors Management

5.5.4 Borrowing Management

Description	Basis of calculation	2014/15	2015/16	2016/17	2017/18
		Audit outcome	Audit outcome	Audit outcome	Audit outcome
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	6.9%	7.5%	7.4%	7.6%

Table 269: Borrowing Management

5.5.5 Employee costs

Description	Basis of calculation	2014/15	2015/16	2016/17	2017/18
		Audited outcome	Audited outcome	Audited outcome	Audit outcome
Employee costs	Employee costs/(Total Revenue - capital revenue)	33.6%	29.5%	30.4%	27.8%

Table 270: Employee Costs

Overstrand Municipality is still functioning inside the acceptable liquidity norm. The Municipality has a positive liquidity ratio. It increased from 3.42 to 4.84. The Municipality has a positive current ratio. It increased from 2.25 to 2.91. Efforts to increase the debt collection rate must stay the main focus area for improving this ratio. The largest contributor to the increase in the current liabilities is the unspent government grants and the payables from exchange transactions.

The creditors' system efficiency remained at 99.52%. The cost coverage decreased from 5.18 to 5.12. The total outstanding service debtors to revenue decreased from 10.77% to 10.55%. The debt coverage increased from 18.99 to 19.79. The capital charges to operating expenditure increased from 7.4% to 7.6%. The employee cost over total operating revenue decreased from 30.4% to 27.8%. The repairs and maintenance over total operating expenditure increased from 12.2% to 16.1%. The ratios indicate a sound financial position.

COMPONENT B: SPENDING AGAINTS CAPITAL BUDGET

5.6 Analysis of Capital and Operating Expenditure

R'000	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
Capital Expenditure	97 648	116 620	105 207	7.2%	-10.8%

R'000	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
Operating Expenditure	1 037 801	1 052 197	993 453	-4.5%	-5.9%
Total expenditure	**1 037 801**	**1 052 197**	**993 453**	-4.5%	-5.9%
Water and sanitation	118 673	119 078	118 630	0.0%	-0.4%
Electricity	281 889	286 196	295 386	4.6%	3.1%
Housing	24 781	33 401	12 589	-96.9%	-165.3%
Roads, Pavements, Bridges and storm water	108 443	106 654	103 206	-5.1%	-3.3%
Other	504 016	506 867	463 642	-8.7%	-9.3%
External Loans	30 000	23 200	19 199	-56.3%	-20.8%
Internal contributions	19 808	19 983	17 497	-13.2%	-14.2%
Grants and subsidies	47 840	73 436	64 248	25.5%	-14.3%
Other	–	–	–		
External Loans	30 000	30 000	30 000	0.0%	0.0%
Grants and subsidies	161 528	202 658	184 932	12.7%	-9.6%
Investments Redeemed	–	–	–	0.0%	0.0%
Statutory Receipts (including VAT)	72 588	72 588	69 999	-3.7%	-3.7%
Other Receipts	49 905	49 905	46 378	-7.6%	-7.6%
Salaries, wages and allowances	333 225	329 165	296 536	-12.4%	-11.0%
Cash in bank	214 936	382 460	474 967	54.7%	19.5%
Capital payments	97 648	116 620	105 207	7.2%	-10.8%
Investments made	43 422	43 422	44 595	2.6%	2.6%
External loans repaid	26 841	26 760	29 969	10.4%	10.7%
Statutory Payments (including VAT)	56 000	56 000	56 101	0.2%	0.2%
Other payments	17 773	17 773	40 906	56.6%	56.6%
R million	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance

R'000	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
Property rates	212 784	214 752	214 845	1.0%	0.0%
Service charges	577 648	586 148	590 194	2.1%	0.7%
Other own revenue	250 625	320 182	332 449	24.6%	3.7%
Employee related costs	333 225	329 165	296 536	-12.4%	-11.0%
Provision for working capital			–	0.0%	0.0%
Materials	49 647	57 090	38 054	-30.5%	-50.0%
Bulk purchases	211 447	216 447	225 869	6.4%	4.2%
Other expenditure	443 483	449 495	433 019	-2.4%	-3.8%
Service charges: Electricity	339 249	339 270	349 380	2.9%	2.9%
Grants & subsidies: Electricity	29 633	29 993	29 993	1.2%	0.0%
Other revenue: Electricity	1 127	1 127	1 960	42.5%	42.5%
Employee related costs: Electricity	22 140	21 254	19 770	-12.0%	-7.5%
Provision for working capital: Electricity	–	–	–	0.0%	0.0%
Repairs and maintenance: Electricity	5 770	5 958	5 997	3.8%	0.7%
Bulk purchases: Electricity	211 447	216 447	225 869	6.4%	4.2%
Other expenditure: Electricity	42 532	42 537	43 750	2.8%	2.8%
Service charges: Water	114 494	117 120	111 010	-3.1%	-5.5%
Grants & subsidies: Water	16 008	14 008	13 252	0.0%	0.0%
Other revenue: Water	424	424	1 113	61.9%	61.9%
Employee related costs: Water	9 960	9 552	9 433	-5.6%	-1.3%
Provision for working capital: Water	–	–	–	0.0%	0.0%
Repairs and maintenance: Water	7 002	7 203	6 654	-5.2%	-8.3%
Bulk purchases: Water	–	–	–	0.0%	0.0%
Other expenditure: Water	49 620	49 902	49 965	0.7%	0.1%

Table 271: Analysis of Capital and Operating Expenditure

5.7 Sources of Finance

Capital Expenditure - Funding Sources								
R' 000								
Details		2015/16	2016/17	2017/18				
		Actual	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance								
	External loans	27 189	35 839	30 000	23 200	19 199	-56.26%	-20.84%
	Public contributions and donations	896	10 011	–	–	4 263	100.00%	100.00%
	Grants and subsidies	60 651	33 211	47 840	73 436	64 248	25.54%	-14.30%
	Other	6 396	12 806	19 808	19 983	17 497	-13.21%	-14.21%
Total		**95 133**	**91 868**	**97 648**	**116 620**	**105 207**	**7.19%**	**-10.85%**
Percentage of finance								
	External loans	28.6%	39.0%	30.7%	19.9%	18.25%	-68.4%	-9.0%
	Public contributions and donations	0.9%	10.9%	0.0%	0.0%	4.05%	100.0%	100.0%
	Grants and subsidies	63.8%	36.2%	49.0%	63.0%	61.07%	19.8%	-3.1%
	Other	6.7%	13.9%	20.3%	17.1%	16.63%	-22.0%	-3.0%
Capital expenditure								
	Water and sanitation	22 981	30 659	32 125	18 590	13 847	-131.99%	-34.25%
	Electricity	18 237	30 496	9 300	4 037	16 268	42.83%	75.18%
	Housing	25 985	10 658	17 186	37 890	34 180	49.72%	-10.85%
	Roads and storm water	16 352	14 069	14 465	27 321	22 958	36.99%	-19.00%
	Other	11 578	5 985	24 571	28 781	17 954	-36.86%	-60.30%
Total		**95 133**	**91 868**	**97 648**	**116 620**	**105 207**	**7.19%**	**-10.85%**
Percentage of expenditure								
	Water and sanitation	24.2%	33.4%	32.9%	15.9%	13.16%	-150.0%	-21.1%
	Electricity	19.2%	33.2%	9.5%	3.5%	15.46%	38.4%	77.6%
	Housing	27.3%	11.6%	17.6%	32.5%	32.49%	45.8%	0.0%

Capital Expenditure - Funding Sources								
R' 000								
Details		2015/16	2016/17	2017/18				
		Actual	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
	Roads and storm water	17.2%	15.3%	14.8%	23.4%	21.82%	32.1%	-7.4%
	Other	12.2%	6.5%	25.2%	24.7%	17.07%	-47.5%	-44.6%

Table 272: Capital Expenditure by funding source

The Public Contribution variance is as a result of assets recognised at year end.

5.8 Capital spending on 5 largest projects

The table below indicates the capital expenditure by funding source for the 2017/18 financial year:

Capital Expenditure of 5 largest projects					
R'					
Name of Project	2017/18			Variance 2017/18	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
A- HAWSTON PROJECT-IRDP	9 372 599	20 241 026	18 005 511	48%	-12%
B-BLOMPARK PROJECT		13 455 823	12 691 311	100%	-6%
C-HAWSTON HOUSING PROJECT BULK STORMWATER	3 900 000	10 190 000	7 776 647	50%	-31%
D-HAWSTON HOUSING PROJECT BUS ROUTE	4 000 000	6 240 000	4 865 353	18%	-28%
E-UPGRADING OF PUMPSTATIONS	5 000 000	5 189 315	3 577 334	-40%	-45%

Table 273: Capital Expenditure on the 5 Largest Projects

Name of Project - A	A- HAWSTON PROJECT-IRDP
Objective of Project	Installation of civil infrastructure on 489 sites in terms of the Integrated Residential Development Programme for the purposes of low-income housing.
Delays	Completion date was end of June 2018 but project was delayed as a result of the Contractor being liquidated and new Contractor had to be appointed. New Completion date is end of September 2018
Future Challenges	None
Anticipated citizen benefits	Improved housing for Overstrand citizens

Table 274: Summary of Hawston project – IRDP

Name of Project - B	B-BLOMPARK PROJECT
Objective of Project	Installation of civil infrastructure on 544 sites in terms of the Integrated Residential Development Programme for the purposes of low-income housing.
Delays	Completion date is end of November 2018, Contractor was liquidated and new Contractor will be appointed by mid-September 2018. New completion date to be confirmed once new Contractor is appointed.
Future Challenges	New Completion Date to be determined
Anticipated citizen benefits	Improved housing for Overstrand citizens

Table 275: Summary of Blompark project

Name of Project - C	C-HAWSTON HOUSING PROJECT BULK STORMWATER
Objective of Project	Implementation of the next phase of the affordable housing
Delays	Supply chain processes
Future Challenges	Contractor liquidated
Anticipated citizen benefits	Improved housing for Overstrand citizens

Table 276: Summary of Hawston Housing Project Bulk Storm water

Name of Project - D	D-HAWSTON HOUSING PROJECT BUS ROUTE
Objective of Project	Upgrading of existing roads, construction of new sidewalks & installation of storm water infrastructure
Delays	Liquidation
Future Challenges	Funding for Upgrades of infrastructure
Anticipated citizen benefits	Temporary job creation during construction, improve safety of pedestrians, provide quality roads & alleviate storm water problems

Table 277: Summary of Hawston Housing project Bus route

Name of Project - E	E-UPGRADING OF PUMPSTATIONS
Objective of Project	Upgrade and refurbishment of the aging and under capacity Bientang sewerage pump station in the Hermanus area.
Delays	Civil work is in progress. Civils to be completed before M&E contractor can commence. Civil contractor passed away unexpectedly. Surrounding businesses requested interruption of the project until April 2019.
Future Challenges	Construction of the rising main pipeline along Market Square with minimum disruption for businesses in the area.
Anticipated citizen benefits	Improved sewerage pump station capacity and performance and reduced risk of sewerage spillages

Table 278: Summary of upgrading of pump stations

The variance between the original and adjustment budgets on these projects amount to 53% and -18% respectively.

5.9 Basic Services and Infrastructure Backlogs- Overview

The backlogs in the provision of water and sanitation in the informal settlements are the result of the historical migration of people into the area. Infrastructure in the informal settlements is, however, upgraded on a continual basis. The Access to Basic Services (ABS) project initiated by the Department of Human Settlement, aligned with Strategic Objective no. 6 of the Provincial Government, is completed. Additional water points and toilets were provided in these areas to improve the ratio of the provision of services to 1 toilet per 5 households and 1 water point per 25 households (these ratios being the minimum standards nationally).

5.9.1 Service Backlogs

Service Backlogs as at 2017/18				
Households (HHs)				
	*Service level above minimum standard		**Service level below minimum standard	
	No. HHs	% HHs	No. HHs	% HHs
Water	32226	100%	0	0%
Sanitation	32217	100%	0	0%
Electricity	24926	100%	0	0%
Waste management	32695	100%	0	0%
Housing	30640	90%	3052	10%
*% HHs are the service above/below minimum standard as a proportion of total HHs. 'Housing' refers to * formal and ** informal settlements.*				

Table 279: Service Backlogs

5.9.2 Municipal Infrastructure Grant (MIG)

The MIG grant is intended to provide specific capital finance for basic municipal infrastructure backlogs for poor households, micro enterprises and social institutions servicing poor communities.

MIG BUDGET 2017/18 – 2019/20 MTREF -													
					2017/18 BUDGET			2018/19 BUDGET			2019/20 BUDGET		
Local Area	**Ward**	**Project Description**	**Project Manager**	**Funding Source**	**COUNCIL FUNDED**	**EXTERNAL (GRANTS)**	**TOTAL**	**COUNCIL FUNDED**	**EXTERNAL (GRANTS)**	**TOTAL**	**COUNCIL FUNDED**	**EXTERNAL (GRANTS)**	**TOTAL**
		COMMUNITY AND SOCIAL SERVICES			**0**	**1 495 000**	**1 495 000**		**2 500 000**	**2 500 000**			
Hawston	Ward 08	EXTENSION OF THUSONG CENTRE	D Hendriks	MIG		1 495 000	1 495 000		2 500 000	2 500 000			
		SPORT & RECREATION			**0**	**300 000**	**300 000**		**6 100 000**	**6 100 000**		**7 169 000**	**7 169 000**
Zwelihle	Ward 12	ARTIFICIAL TURF SOCCERFIELD	D Hendriks	MIG					2 500 000	2 500 000		5 000 000	5 000 000
Overstrand	Overstrand	SPORT FACILITIES	D Hendriks	MIG					100 000	100 000			
Hawston	Ward 08	HAWSTON SPORT COMPLEX	D Hendriks	MIG		300 000	300 000		3 500 000	3 500 000		2 169 000	2 169 000
		ROADS			**0**	**4 000 000**	**4 000 000**		**9 300 000**	**9 300 000**		**12 100 000**	**12 100 000**
Blompark	Ward 02	REHABILITATE ROADS - BLOMPARK	D Hendriks	MIG					2 000 000	2 000 000		5 000 000	5 000 000
Stanford	Ward 11	REHABILITATE ROADS - STANFORD	D Hendriks	MIG					2 800 000	2 800 000		4 000 000	4 000 000

MIG BUDGET 2017/18 – 2019/20 MTREF -													
					2017/18 BUDGET			2018/19 BUDGET			2019/20 BUDGET		
Masakhane	Ward 01	REHABILITATE ROADS - MASAKHANE	D Hendriks	MIG					1 000 000	1 000 000			
Hawston	Ward 08	HAWSTON HOUSING PROJECT BUS ROUTE	D Hendriks	MIG		4 000 000	4 000 000		3 500 000	3 500 000		3 100 000	3 100 000
		WATER			**0**	**4 500 000**	**4 500 000**	**0**	**504 000**	**504 000**	**0**	**269 000**	**269 000**
Hawston	Ward 08	HAWSTON:BULK WATER UPGRADE FOR HOUSING PROJECT	D Hendriks	MIG		4 500 000	4 500 000		504 000	504 000		269 000	269 000
		SEWERAGE			**3 000 000**	**5 235 000**	**8 235 000**	**1 080 000**	**1 000 000**	**2 080 000**	**0**		**0**
Stanford	Ward 11	WWTW UPGRADE - STANFORD	H Blignaut	EL8/9-MIG	3 000 000	5 235 000	8 235 000	1 080 000	1 000 000	2 080 000			
		STORMWATER			**0**	**6 800 000**	**6 800 000**		**4 000 000**	**4 000 000**		**5 000 000**	**5 000 000**
Masakhane	Ward 01	UPGRADE STORMWATER DRAINAGE	D Hendriks	MIG		2 900 000	2 900 000		1 000 000	1 000 000			
Hawston	Ward 08	HAWSTON HOUSING PROJECT BULK STORMWATER	D Hendriks	MIG		3 900 000	3 900 000		3 000 000	3 000 000		5 000 000	5 000 000

MIG BUDGET 2017/18 – 2019/20 MTREF -													
					2017/18 BUDGET			2018/19 BUDGET			2019/20 BUDGET		
		GRAND TOTAL			3 000 000	22 330 000	25 330 000	1 080 000	23 404 000	24 484 000	0	24 538 000	24 538 000

Table 280: 2017/18 - 2019/20 MIG Budget

The table details the MIG expenditure for the 2017/18 financial year:

Municipal Infrastructure Grant (MIG)* Expenditure 2017/18 on Service backlogs						
R'						
Details	Budget	Adjustments Budget	Actual	Variance		The grant is intended to provide specific capital finance for basic municipal infrastructure backlogs for poor households, micro enterprises and social institutions servicing poor communities
				Budget	Adjust-ments Budget	
Infrastructure - Road transport	**10 800 000**	**19 330 000**	**15 542 001**	**31%**	**-24%**	
Roads, Pavements & Bridges	4 000 000	6 240 000	4 865 353	18%	-28%	
Storm water	6 800 000	13 090 000	10 676 648	36%	-23%	
Infrastructure - Electricity	**-**	**-**	-			
Generation			-			
Transmission & Reticulation	-	-	-			
Street Lighting						
Infrastructure - Water	**4 500 000**	**2 500 000**	**1 744 159**	**-158%**	**-43%**	
Dams & Reservoirs	-	-	-			
Water purification	4 500 000	2 500 000	1 744 159	-158%	-43%	
Reticulation						
Infrastructure - Sanitation	**5 235 000**	**500 000**	**500 000**	**-947%**	**0%**	
Reticulation						
Sewerage purification	5 235 000	500 000	500 000	-947%	0%	
Infrastructure - Other	**-**	**-**	**-**			
Waste Management	-	-	-			
Transportation						
Gas						
Other Specify:	**1 795 000**	**-**	**-**			
Hawston Sport Complex	300 000	-	-			
Extension of Thusong Centre	1 495 000	-	-			
Total	**22 330 000**	**22 330 000**	**17 786 160**	**-26%**	**-26%**	

** MIG is a government grant program designed to fund a reduction in service backlogs, mainly: Water; Sanitation; Roads; Electricity. Expenditure on new, upgraded and renewed infrastructure is set out at Appendix M; note also the calculation of the variation. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.*

Table 281: Municipal Infrastructure Grant (MIG) spending, 2017/18

The MIG allocation for 2017/18 was spent on the following projects:

The municipality is currently busy with the implementation of an integrated housing development in Hawston and a large portion of the 2017/2018 MIG allocation was allocated to the upgrading bulk infrastructure requirements for the housing development.

- **Hawston Housing Project Bus Route - R 6 240 000.00**

The project entails the construction of an Access and Main Collector Roads at the low cost housing development in Hawston. The development's main access is off the R43 at the existing R43 and George Viljoen Intersection. Gibb consulting Engineers were appointed to undertake a Traffic impact Assessment to determine the transport impact of the Hawston housing development and the possible road upgrading requirements to accommodate the housing development. It is expected that the development will generate public transport demand due to low car ownership in the area and people having to travel to their workplace, medical facilities, shopping centres etc. in Hermanus. The results from the TIA show that the Access and Main Collector Roads roads are required to augment the existing public transport facilities, to provide public transport service closer to the housing development and to improve the mobility along the R43.

The project entails the following:

- Construction of 275m long Access Road
- Construction of 847m long Main Collector roads

Construction started 15 September 2017 and the estimated completion date was 31 March 2018. The total project cost is R 6 240 000.00 and the total expenditure on the project was R 4 865 353.35.

- **Hawston: Bulk Water Upgrade for Housing project- R 2 500 000.00**

The low cost housing development in Hawston is dependent on the upgrading of the existing bulk water system to accommodate the additional demand from the new housing development.

The project entails following:

- installation of 200mm dia water link services to connect the development to the existing system and to provide sufficient network conveyance;
- Upgrading of Fisherhaven HL pump station to increase its capacity & associated pipework.

Construction started 16 November 2017 and the estimated completion date was 31 March 2018. The total project cost is R 2 500 000.00 and the total expenditure on the project was R1 744 159.18.

- **Hawston Housing Project Bulk Stormwater- R 10 190 000.00**

Gibb consulting Engineers were appointed to compile a local storm water management plan to determine the impact of the housing development on the existing storm water infrastructure and the possible storm water upgrading requirements to accommodate the housing development.

The project entails the following:

- Construction trapezoidal channels to divert upstream run-off;
- Bulk Stormwater drainage system to serve the development;
- Construction of a detention pond to reduce the post development storm water peak flows to the pre-development peak flows for the 1 in 50 year return period.

Construction started 15 September 2017 and the estimated completion date was 31 March 2018. The total project cost is R 10 190 000.00 and the total expenditure on the project was R 7 776 647.14.

The works on the abovementioned projects were not completed as anticipated as a result of the following:

- Random protest actions in Zwelihle & Hawston during March, April & May 2018,
- The liquidation of the subcontractor and the subsequent termination of their contract;
- Other construction related delays.

A new contractor continued with the works and the estimated completion date for the projects is end of August 2018.

The application for the roll-over of the unspent funds was communicated to Provincial MIG Department and CoGTA and will be submitted to National Treasury by the end of August 2018.

Construction of Storm water Infrastructure for Masakhane Phase 2- R 2 900 000:

During the rainfall season, severe flooding is experienced in the Masakhane settlement with the consequence of houses being evacuated. The flooding is caused by the trapped storm water at the low points situated within the area without sufficient pipework or escape routes for major storm events. The upgrading of the Masakahne Stormwater infrastructure will be implemented in phases.
Phase 1 was implemented in the 2016/2017 financial year.

Phase 2 comprised of:

- Installation of stormwater channels and pipes;
- Reinstatement of existing road surfaces

The proposed network upgrades are to ensure that there is sufficient capacity to accommodate storm water runoff and prevent flooding of the area. The project cost for phase 2 was R 2 900 000.00.

Professional Services – R 500 000.00

Professional fees were paid for the design & planning of the following project:

i. Upgrade of existing Stanford WWTW – R 500 000.00

Implementation of the abovementioned project will commence in the 2018/19 financial year.

COMPONENT C: CASK FLOW MANAGEMENT AND INVESTMENTS

Cash flow management is critical to the municipality as it enables the organisation to assess whether enough cash is available at any point in time to cover the council's commitments. Cash flow is rigorously managed and monitored on a regular basis.

5.10 Cash Flow

Cash Flow Outcomes					
R'000					
Description	2015/16	2016/17	2017/18		
	Actual	Actual	Original Budget	Adjustments Budget	Actual
CASH FLOW FROM OPERATING ACTIVITIES					
Receipts					
Ratepayers and other	799 211	838 120	852 584	860 857	879 184
Government - operating	102 933	119 508	113 688	129 218	116 469
Government - capital	60 651	33 681	47 840	73 441	79 598
Interest	14 944	23 018	17 165	22 663	33 308
Dividends	–	–	–	–	–
Payments					
Suppliers and employees	(719 905)	(791 231)	(858 220)	(871 724)	(818 184)
Finance charges	(46 193)	(45 910)	(47 440)	(47 440)	(46 129)
Transfers and Grants	(51 090)	(1 898)	(1 778)	(1 778)	(1 800)
NET CASH FROM/(USED) OPERATING ACTIVITIES	**160 551**	**175 288**	**123 839**	**165 237**	**242 445**
CASH FLOWS FROM INVESTING ACTIVITIES					
Receipts					
Proceeds on disposal of PPE	845	2 943	–	76 818	81 432
Decrease (Increase) in non-current debtors	–	–	–	–	–
Decrease (increase) other non-current receivables	15	15	11	11	8
Decrease (increase) in non-current investments	(4 980)	(4 980)	(6 019)	(6 019)	(4 980)
Payments				–	–

Cash Flow Outcomes					
R'000					
Description	2015/16	2016/17	2017/18		
	Actual	Actual	Original Budget	Adjustments Budget	Actual
Capital assets	(95 133)	(91 868)	(97 648)	(116 620)	(105 207)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(99 253)**	**(93 891)**	**(103 656)**	**(45 810)**	**(28 747)**
CASH FLOWS FROM FINANCING ACTIVITIES					
Receipts					
Short term loans	(95)	(63)	–	–	–
Borrowing long term/refinancing	30 000	30 000	30 000	30 000	30 000
Increase (decrease) in consumer deposits	2 200	(6 904)	2 786	2 786	1 423
Payments					
Repayment of borrowing	(23 610)	(26 759)	(29 976)	(29 568)	(29 969)
NET CASH FROM/(USED) FINANCING ACTIVITIES	**8 496**	**(3 727)**	**2 810**	**3 218**	**1 455**
NET INCREASE/ (DECREASE) IN CASH HELD	**69 794**	**77 671**	**22 992**	**122 645**	**215 153**
Cash/cash equivalents at the year begin:	**104 987**	**174 780**	**191 944**	**259 814**	**259 815**
Cash/cash equivalents at the year end:	**174 780**	**259 814**	**214 936**	**382 460**	**474 967**
Source: MBRR SA7					

Table 282: Cash flow

Variances between the amended budget and the actual outcome are as a result of savings on expenditure. The municipality has a positive net cash from operating activities.

5.11 Gross outstanding debtors per Service

Financial year	Rates	Trading services (Electricity and Water)	Economic services (Sanitation and Refuse)	Rentals	Other	Total
	R'000	R'000	R'000	R'000	R'000	R'000
2013/14	16 569	30 868	14 710	354	1 448	63 949
2014/15	16 977	29 387	15 229	513	8 153	70 260
2015/16	19 059	32 218	16 136	585	8 920	76 918
2016/17	20 947	35 408	16 449	697	9 221	82 722
2017/18	22 465	36 237	17 022	658	8 519	84 900
Difference	1 518	830	573	(40)	(702)	2 178
% growth year on year	7.2%	2.3%	3.5%	-5.7%	-7.6%	2.6%
Note: Figures exclude provision for bad debt						

Table 283: Gross outstanding debtors per service

The following graph indicates the total outstanding debt per type of service for 2017/18

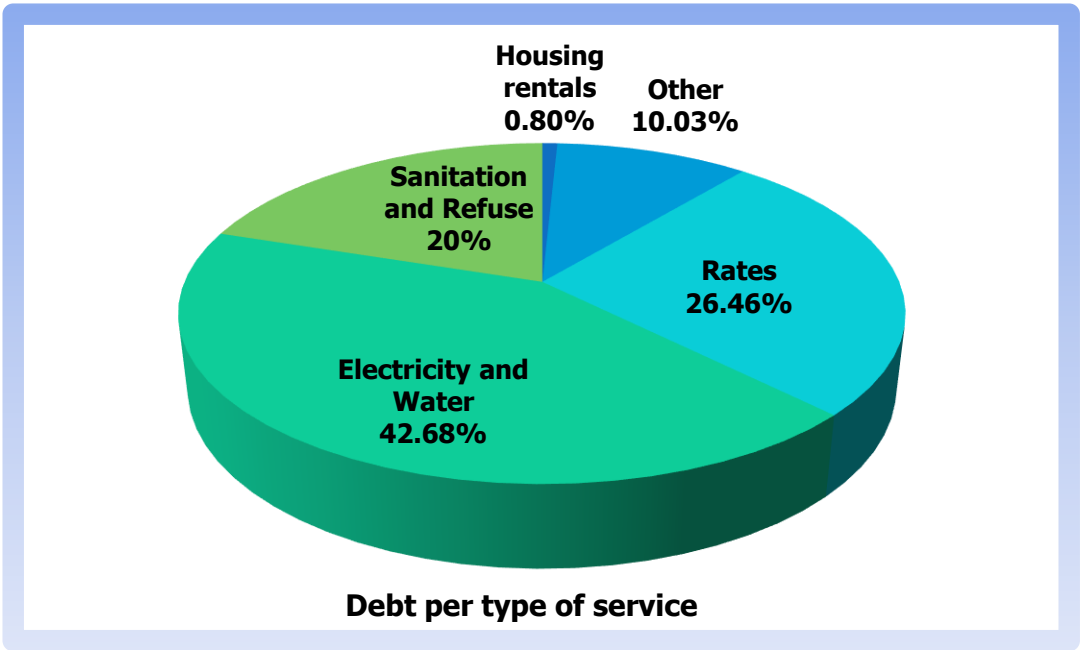


Figure 31: Debt per service type

5.12 Total Debtors Age Analysis

Financial year	Less than 30 days R'000	Between 30-60 days R'000	Between 60-90 days R'000	More than 90 days R'000	Total R'000
2013/14	40 348	1 793	1 018	20 790	63 949
2014/15	45 782	1 634	1 127	21 717	70 260
2015/16	49 036	1 691	1 105	25 086	76 918
2016/17	52 936	1 463	830	27 492	82 722
2017/18	55 701	1 419	961	26 819	84 900
Difference	2 765	(44)	131	(673)	2 178
% growth year on year	5.2%	-3.0%	15.8%	-2.4%	2.6%

Table 284: Service debtor age analysis

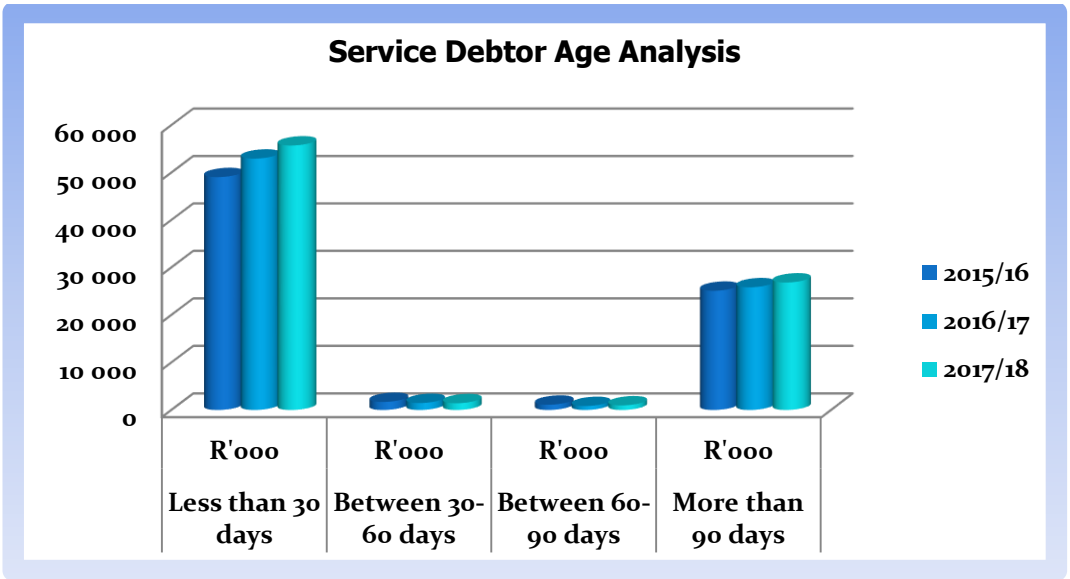


Figure 32: Service debtors age analysis for the 2015/16, 2016/17 and 2017/18 financial years

5.13 Borrowings and Investments

Infrastructure needs to be replaced and therefore borrowings for periods of 15 years are taken up to spread the burden over the minimum useful life of the assets.

Borrowings are incurred to fund infrastructure. Surplus cash is invested in short term instruments. The repayment of certain borrowings is encompassed in sinking funds.

5.13.1 Actual Borrowings

Actual Borrowings 2015/16 - 2017/18			
R' 000			
Instrument	**2015/16**	**2016/17**	**2017/18**
Municipality			
Long-Term Loans (annuity/reducing balance)	338 833	342 075	342 106
Long-Term Loans (non-annuity)	100 000	100 000	100 000
Local registered stock			
Instalment Credit			
Financial Leases	60		
PPP liabilities			
Finance Granted By Cap Equipment Supplier			
Marketable Bonds			
Non-Marketable Bonds			
Bankers Acceptances			
Financial derivatives			
Other Securities			
Municipality Total	**438 893**	**438 893**	**442 106**

Table 285: Actual Borrowings

5.13.2 Municipal Investments

Actual Investments 2015/16 - 2017/18			
R' 000			
	2015/16	**2016/17**	**2017/18**
Investment* type	**Actual**	**Actual**	**Actual**
Municipality			
Securities - National Government			
Listed Corporate Bonds			
Deposits - Bank	101 263	170 727	380 514
Deposits - Public Investment Commissioners			
Deposits - Corporation for Public Deposits			
Bankers Acceptance Certificates			
Negotiable Certificates of Deposit - Banks			
Guaranteed Endowment Policies (sinking)	29 740	37 982	44 595
Repurchase Agreements - Banks			
Municipal Bonds			
Investo Endowment Certificate			
Municipality Total	**131 003**	**208 709**	**425 109**
T5.10.4			

Table 286: Municipal Investments

5.13.3 Declaration of Loans and Grants made by the Municipality

Declaration of Loans and Grants made by the municipality: 2017/18					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value	Total Amount committed over previous and future years	
			R'000		
			2017/18	2016/17	2018/19
Maatskaplike Dienste Hermanus	Grant-in-aid	None		–	
Overstrand Association for People with Disabilities	Grant-in-aid	None	25	–	20
Ikamva	Grant-in-aid	None		–	
Whale Coast Conservation	Grant-in-aid	None	26	30	–
Hermanus Botanical Society	Grant-in-aid	None	7	9	7
Kleimond Child Welfare	Grant-in-aid	None		–	20
Overstrand Hospice	Grant-in-aid	None	25	30	18
Hangklip Community Care Centre	Grant-in-aid	None		–	
Recycle Swop Shop	Grant-in-aid	None	–	20	20
Siyazama Service Centre for the Aged	Grant-in-aid	None		–	
Overberg Wheelchair Association	Grant-in-aid	None		–	15
Overstrand Arts	Grant-in-aid	None	–	23	
National Sea Rescue Institute	Grant-in-aid	None		–	30
GCA	Grant-in-aid	None		–	
Badisa Herberg- aan- see	Grant-in-aid	None		–	25
Hermanus Hacking Group	Grant-in-aid	None		–	12
Camphill School	Grant-in-aid	None	30	–	–
Stanford Animal welfare	Grant-in-aid	None		–	
Flower Valley Conservation Trust	Grant-in-aid	None		–	
Kids @ the Centre	Grant-in-aid	None		–	20
Strandlopertjie Bewaarskool	Grant-in-aid	None		–	

Declaration of Loans and Grants made by the municipality: 2017/18					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value	Total Amount committed over previous and future years	
			R'000		
			2017/18	2016/17	2018/19
Narrative Foundation	Grant-in-aid	None	25	35	20
Camphill Farm Community	Grant-in-aid	None	18	–	18
Pearly Shell Service Centre	Grant-in-aid	None	–	9	
RDP Training Centre	Grant-in-aid	None	–	10	
Hermanus Night Shelter	Grant-in-aid	None	–	15	12
Blommeland Day Care	Grant-in-aid	None	–	5	
Whale Coast 96 FM	Grant-in-aid	None	–	8	
Pearly Beach Conservancy	Grant-in-aid	None	–	15	16
Women Action Group	Grant-in-aid	None	–	10	
Stanford Conservation	Grant-in-aid	None	–	20	20
Dyer Island Conservation Trust	Grant-in-aid	None	–	25	
Grootbos Green Futures Foundation	Grant-in-aid	None	25	15	–
Enlighten Education Trust	Grant-in-aid	Management	–	–	
Cancer Association of SA	Grant-in-aid	None		–	
Sustainable Futures Trust	Grant-in-aid	None	14		30
Child Welfare Hermanus	Grant-in-aid	None			30
Overberg Aquatic Club					25
Franskraal Bowling Club					10
Hermanus, Stanford en Gansbaai Maatskaplike Dienste	Grant-in-aid	None			–
Overstrand Child and Youth Care Centre			11		
Social Services Hermanus			25		
Gansbaai day care for children	Grant-in-aid	None	30		–
Mayor's Charity Fund					132
Hermanus Rainbow Trust					–

Declaration of Loans and Grants made by the municipality: 2017/18					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value	Total Amount committed over previous and future years	
			R'000		
			2017/18	2016/17	2018/19
Cape Nature Conservation	Donation/transfers made	Management		–	
Veolia	In-kind donations	None		–	
Sale of land	In-kind donations	None	–	–	–
Indigent Grant	Indigent Grant	Have to comply	–	–	–

Table 287: Grant-in-Aid: Declaration of Loans and Grants made by the municipality

Borrowings are incurred to fund infrastructure. Surplus cash is invested in short term instruments. The repayment of certain borrowings is encompassed in sinking funds.

COMPONENT D: OTHER FINANCIAL MATTERS

5.14 GRAP Compliance

The municipality is 100% GRAP compliant since 2008/09.

CHAPTER 6

COMPONENT A: AUDITOR GENERAL OPINION 2016/17

6.1 Auditor General Report 2016/17

Auditor-General Report on Financial Performance 2016/17	
Audit Report Status:	**Unqualified (Clean Audit)**
Non-Compliance Issues	**Remedial Action Taken**
There were no findings of any material misstatements in the financial statements prepared by the Municipality in accordance with S122 of the MFMA.	
There were no material findings of any instances of material non-compliance with specific matters in laws and regulations applicable to the Municipality.	

Table 288: AG Report on Financial Performance 2016/17

Auditor-General Report on Service Delivery Performance: 2016/17	
Audit Report Status:	**Unqualified (Clean Audit)**
Non-Compliance Issues	**Remedial Action Taken**
There were no material findings on the usefulness and reliability of the reported performance information for the following objective: • The provision and maintenance of municipal services.	

Table 289: AG Report on Service Delivery Performance 2016/17

COMPONENT B: AUDITOR GENERAL OPINION 2017/18

6.2 Auditor General Report 2017/18

Auditor-General Report on Financial Performance 2017/18	
Audit Report Status:	**Unqualified (Clean Audit)**
Non-Compliance Issues	**Remedial Action Taken**
There were no findings of any material misstatements in the financial statements prepared by the Municipality in accordance with S122 of the MFMA.	
There were no material findings of any instances of material non-compliance with specific matters in laws and regulations applicable to the Municipality.	

Table 290: AG Report on Financial Performance 2017/18

Auditor-General Report on Service Delivery Performance: 2017/18	
Audit Report Status:	**Unqualified (Clean Audit)**
Non-Compliance Issues	**Remedial Action Taken**
There were no material findings on the usefulness and reliability of the reported performance information for the following objective: • The provision and maintenance of municipal services.	

Table 291: AG Report on Service Delivery Performance 2017/18

APPENDICES

Appendix A: Councillors, Committees Allocated and Council Attendance

Councillors, Committees Allocated and Council Attendance- 2017/18					
Council Members	**Full Time / Part Time**	**Committees Allocated**	***Ward and/ or Party Represented**	**Percentage Council Meetings Attendance**	**Percentage Apologies for non-attendance**
	FT/PT			%	%
R Smith	FT	Executive Mayor (Until Jan 2018)	Proportional DA	100	-
A Coetsee	FT	Speaker	DA	100	-
D Coetzee	FT	Deputy Executive Mayor & Finance (Until Jan 2018) Executive Mayor (From Feb 2018)	Ward 11 DA (Until Feb 2018)	100	-
F Africa	FT	Protection Services (Until Feb 2018) Community Services (From Mar 2018)	Proportional DA	91.00	100
D Botha	FT (Until Feb 2018) PT (From Mar 2018)	Infrastructure & Planning	7	100	-
N Botha-Guthrie	PT	Management Services	Proportional DA	91.00	100
K Brice	PT (Until Jan 2018) FT (From Feb 2018)	Infrastructure & Planning	Ward 3 DA	91.00	100
G Cohen	PT	Finance Protection Services, ED & Tourism	Ward 9 DA	100	-
R de Coning	FT	Management Services (Until Jan 2018) Finance (From Feb 2018)	Ward 2 DA	91.00	100
E Gillion	FT	Protection Services, ED & Tourism	Ward 8 DA	100	-

Councillors, Committees Allocated and Council Attendance- 2017/18					
Council Members	**Full Time / Part Time**	**Committees Allocated**	***Ward and/ or Party Represented**	**Percentage Council Meetings Attendance**	**Percentage Apologies for non-attendance**
	FT/PT			%	%
S Kalolo	PT	Community Services	Proportional ANC	100	-
J Kloppers-Lourens	PT	Management Services (Resigned Oct 2017)	Ward 13 DA	66.66	100
J Orban	PT	Community Services (From Feb 2018)	Ward 13 DA	100	
A Komani	FT	Community Services (Until Jan 2018) Management Services (From Feb 2018)	Proportional DA	100	-
F Krige	PT	ED & Tourism + Infrastructure & Planning (Until Jan 2018) Infrastructure & Planning (From Feb 2018)	Ward 10 DA	100	-
N Nqinata	PT	Management Services	Proportional ANC	72.72	100
V Macotha	PT	Protection Services, ED & Tourism	Ward 12 ANC	91.00	100
C May	PT	Protection Services (Until Jan 2018) Community Services (From Feb 2018)	Proportional DA	100	-
B Molefe	PT	Finance	Proportional EFF	81.81	50
X Msweli	PT	Finance	Ward 1 ANC	100	-
L Ntsabo	PT	Community Services + Infrastructure & Planning (Until Jan 2018) Finance + Protection Services, ED & Tourism (Until Feb 2018) Finance (From Mar 2018)	Proportional DA	100	-
M Opperman	PT	Management Services	Proportional DA	100	-

Councillors, Committees Allocated and Council Attendance- 2017/18					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/ or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
	FT/PT			%	%
V Pungupungu	PT	Community Services	Ward 5 ANC	100	-
C Resandt	PT (From Mar 2018)	Protection Services, ED & Tourism	Proportional DA	100	-
N Sapepa	PT	Management Services	Ward 6 ANC	91.00	100
C Tafu-Nwonko	PT	Protection Services, ED & Tourism	Proportional ANC	100	-
S Tebele	PT	Finance + Infrastructure & Planning	Proportional ANC	100	-
*Note: * Councillors appointed on a proportional basis do not have wards allocated to them*					T A

Appendix B: Committees (other than Mayoral / Executive Committee) and Purposes of Committees

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	**Purpose of Committee**
Portfolio Committees	To Assist Executive Mayor
Section 62 Appeal Committee	Section 62 of the Systems Act provides inter alia for a person whose rights are affected by a decision taken by a political structure, political office bearer or a councillor to appeal to a committee of councillors who were not involved in the decision and appointed by the municipal council for this purpose
Disciplinary Committee	To investigate any contravention of or failure by councillors to comply with any provision of the Code of Conduct for Councillors
MPAC	To recover unauthorised, irregular or fruitless and wasteful expenditure from the person liable for that expenditure. Council is vested with the responsibility to oversee the performance of the municipality, as required by the Constitution, the MFMA and the Systems Act. This oversight responsibility of council is particularly important for the process of considering annual reports.

Appendix C: Third Tier Structure

Third Tier Structure	
Municipal Manager	**Coenie Groenewald**
Directorate	**Director / Manager (Title and name)**
Management Services	**Director Management Services - Desiree Arrison**
Human Resources	Senior Manager - Lucinda Bucchianeri
ICT	Manager: System Development - Craig Johnson
	Senior Business Analyst - Johnet van Aspren
Communication	Manager - Noluthando Zweni
Strategic Services	Senior Manager - Rochelle Louw
Council Support Services	Manager - Hanlie van Tonder
Social Development	Manager - Gerhard Smit
Finance	**Director: Finance - Santie Reyneke -Naude**
Deputy Director	Deputy Director: Finance & SCM - Clint Le Roux
Expenditure & Assets	Senior Manager - Johannes Vorster
Financial Services	Senior Manager - Bernard King
Supply Chain Management	Deputy Director: Finance & SCM - Clint Le Roux
Revenue	Senior Manager - Elmarie Hooneberg
System Administrator	System Administrator Data Control - Theo Loubser
LED	**Director: LED - Solomzi Madikane**
LED	Manager - Xolile Kosi
Tourism Marketing	Senior Tourism Officer - Frieda Lloyd (Acting)
Protection Services	**Director: Protection Services - Neville Michaels**
Traffic, Law Enforcement & Task Team	Chief: Traffic, Law Enforcement & Task Team – Rudi Fraser
Fire & Rescue, Disaster Management & Security Services	Chief Fire & Rescue & Disaster Management & Security Services – Lester Smith
Community Services	**Director: Community Services - Roderick Williams**

Third Tier Structure	
Municipal Manager	**Coenie Groenewald**
Directorate	**Director / Manager (Title and name)**
Operational Services	Deputy Director: Operational Services - Mike Bartman
Area Management - Kleinmond	Senior Manager: Kleinmond Administration - Desmond Lakey
Area Management - Hermanus	Senior Manager: Hermanus Administration - Don Kearney
Area Management - Gansbaai	Senior Manager: Gansbaai Administration - François Myburgh
Housing	Manager: Housing Administration - Frankie Frans
Infrastructure & Planning	**Director Infrastructure & Planning - Stephen Muller**
Engineering Planning	Deputy Director: Engineering Planning - Hanre Blignaut
Engineering Services	Senior Manager - Dennis Hendricks
Town Planning and Spatial Planning	Senior Manager - Riaan Kuchar
Electro technical Services: Hermanus & Kleinmond	Senior Manager - Koos du Plessis
Electro technical Services: Gansbaai	Senior Manager - Danie Maree
GIS	Project Manager - Glen Stavridis
Property Administration	Manager - Anja Le Roux
Building Services	Manager - John Simpson
Environmental Services	Senior Manager - Liezl de Villiers
Use as a spill-over schedule if top 3 tiers cannot be accommodated in chapter 2 (T2.2.2).	
T C	

Appendix D: Municipal Functions

MUNICIPAL FUNCTIONS	Function Applicable to Municipality (Yes / No)*
Constitution Schedule 5, Part B functions:	
Beaches and amusement facilities	Yes
Billboards and the display of advertisements in public places	Yes
Cemeteries, funeral parlors and crematoria	Yes

MUNICIPAL FUNCTIONS	Function Applicable to Municipality (Yes / No)*
Constitution Schedule 5, Part B functions:	
Cleansing	Yes
Control of public nuisances	Yes
Control of undertakings that sell liquor to the public	Yes
Facilities for the accommodation, care and burial of animals	Yes
Fencing and fences	Yes
Licensing of dogs	Yes
Licensing and control of undertakings that sell food to the public	Yes
Local amenities	Yes
Local sport facilities	Yes
Markets	Yes
Municipal abattoirs	Yes
Municipal parks and recreation	Yes
Municipal roads	Yes
Noise pollution	Yes
Pounds	Yes
Public places	Yes
Refuse removal, refuse dumps and solid waste disposal	Yes
Street trading	Yes
Street lighting	Yes
Traffic and parking	Yes
**** If municipality: indicate (yes or No); * If entity: Provide name of entity***	

Appendix E: Functionality of Ward Committees

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
WC 01	**CLLR XOLANI MSWELI**	**Yes**	**5**	**8**	**3**
	ZWELANDILE DUNA				
	MS PALMA CESARA (secundi) PIET VAN ZYL				
	ANDRE WAGENER (secundi) WILLEM JACOBUS VAN DER MERWE				
	ARCHIBALD CHAMBERS (secundi) KRISTOFFEL HERMANUS JOOSTE				
	DORAH SIDUKO (secundi) THEMBILE GWELE				
	ELIAS ZIHALELE MSOPI (secundi) MLUNGISELELI KHELEMBA				
	MTHUTHUZELI FOTO (secundi) ANDREA MZINGELI				
	NOXOLO ANDRIEKAMBANYARHU MANELI (secundi) NOZUKILE ALICIA				
	SIYABONGA MJOKWENI (secundi) NOMAKAWEZI KHONA				
	PHUMLA MARGARET YAWA (secundi) TEMBILE GWELE				
WC 02	**CLLR RIANA DE CONING**	**Yes**	**5**	**9**	**4**

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	FRANCIA VAN DYK				
	RODNEY MICHAEL DU PLESSIS				
	SAMUEL NORMAN SAULS				
	MARTHINUS DOMENICO NAUDE (secundi) IVY VAN HUYSSTEEN				
	GLENDA SHARON KITLEY (secundi) CARON LEE				
	LUCILLE BARBARA MANGIAGALLI (secundi) GUISEPPE MANGIAGALLI				
	JULIA LILY BARLOW (secundi) DIRK BUCHLER				
	OCKERT CORNELIUS VILJOEN (secundi) GEORGE LEZER OTTO				
	HERMANUS JOHANNES VAN DYK (secundi) HENDRIK JOHANNES JOSUA RITTER				
	WILHELM JOHANNES WIESE (secundi) HENDRIK BOSMAN				
WC 03	**CLLR KARI BRICE**	**Yes**	**5**	**9**	**4**
	LINDA LOUISE GRIFFITHS (secundi) MARY-ANN VERSTER				
	DAVID BRUCE BEATTIE (secundi) ANINA LEE				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	ROBERT ALLEN STANWAY (secundi) SETH CHARLES ANDERSON				
	DEREK WILLIAM DUCKITT (secundi) PIERRE DE VILLIERS				
	QUENTIN FRANK MITCHELL (secundi) PAM HERD				
	SETH CHARLES ANDERSON				
	MACHIEL ADRIAAN DE KLERK (secundi) ANTHONY JOHN O'HAGEN				
	ROGER VERNON FAULKENER SMITH (secundi) HENDRIK WILLEM NIEMAND				
	HILARY CARO (secundi) BOBBY LOXTON				
	JACOBUS ADRIAN WYNAND LOUW (secundi) HENNING VILJOEN				
WC 04	**ALD ANTON COETSEE**	**Yes**	**5**	**9**	**4**
	JAN DANIEL CILLIERS (secundi) PAMELA NEL				
	MARIA MAGDELENA PIETERSE (secundi) NEVILLE HENN				
	WILLEM THOMPSON (secundi) JOELINE THOMPSON				
	FLORENCE CUPIDO (secundi) WILLIAM SIMES				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	PATRICIA CHARMAINE JACOBS				
	LIZETTE SHERENE SPANDIEL (secundi) JANICE FARO				
	TREVOR TITUS (secundi) CARMENT TITUS				
	D WILDSCHUT				
	ANDRE VILJOEN				
	RONALD NUTT (secundi) ANTHONY DAVID STENEVELD				
WC 05	**CLLR VALERIE PUNGUPUNGU**	**Yes**	**5**	**8**	**3**
	MONICA TYASI (secundi) ANDISA MSUTWANA				
	NOLUSINDISO PORTIA MJIJWA (secundi) LUCY MBULA				
	FUZILE SILETYANA (secundi) MARC MAKHWENKWANDILE NOQWANE				
	MORRIS THUKWAYO (secundi) TABITA QUSHWANA **(DISMISSED)**				
	BENJAMIN NDOKO (secundi) MONGEZI MBANDCNI				
	MASIBULELE SHEPSTONE JIMLONGO (secundi) THULANI OSCAR NTOYAKHE				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	MZIWAMAKHOSI WISEMAN YIKO				
	MODISE THABISO PONOANE (secundi) SICELO GXAMESI **(DISMISSED)**				
	SIMPHIWE NGQOYIYANA (secundi) BONGANI VIKI				
	NTOMBIZANELE JIMLONGO NTOMBIZANELE JIMLONGO (secundi) SIYABONGA VONCO				
WC 06	**ALD MICHELLE SAPEPA**	**Yes**	**5**	**8**	**3**
	SYNTHIA NOKUZOLA MCINJANA (secundi) BABA PRICILLA KAMANA				
	NTOMBEKHAYO SINOKO				
	VUSUMZI KENNEDY TSHONA (secundi) CYLVIA MLANJANA				
	THELMA NONDALA (secundi) SIMON GABELA				
	MZIKAYISE PATRICK DAMESI (secundi) MGCINENI JOEL MARTINS				
	XOLILE SITSHIXO (secundi) LANDI MKHWENKWE				
	XOLANI ROBERT GILIKIDLA				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	(secundi) NONTLANGABEZO MVENGENYA				
	FUZILE BHANGAZANA (secundi) MVENGENYA NONTLANGABEZO				
	MAWETHU MLOMBI (secundi) NOLULHANDO MADINI				
	SITEMBELE ZWELIFILE (secundi) NOLUVIWO NKOQNYANE				
WC 07	**CLLR DAVID BOTHA**	**Yes**	**5**	**9**	**4**
	WILLEM CHRISTIAN GERBER MARAIS (secundi) MICHIEL KRYNAUW DU TOIT				
	CECIL JOHN FREDERIK HAYMAN (secundi) FERDINAND KIRSTEN				
	NICOLAAS JOHANNES HECHTER (secundi) SAS WILLIAMS				
	CORNELIS LAMBERTUS GERHARDUS VAN DE COOLWIJK (secundi) MERVYN ARTHUR EDWARDS				
	JACOBUS ALBERTUS VORSTER LE ROUX (secundi) DANIE NICHOLAS STEENKAMP				
	RITA GERBER (secundi) MARLENE GROUS				
	HENDRIK JACOBUS JOHANNES LOMBARD (secundi) BARBARA LAUREN WESTRAANDT				
	PIERRE LOUIS LE ROUX				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	(secundi) HANNES COETZER				
	INGRID LOUISE GREEN (secundi) ELIZABETH ANN GRAVENOR				
	GIDEON JOHANNES BEUKES (secundi) WILLEM MARAIS				
WC 08	**CLLR ELNORA GILLION**	**Yes**	**5**	**9**	**4**
	ISAI BENJAMIN CLAASEN (secundi) WILLEM RUNATIES GAHL				
	MARELLEEN HAZEL MATINKA (secundi) FRANKLIN DAVIDS				
	GILROY ALEXANDER VAN DER ROSS (secundi) ANTON BERTHOLD MEYER				
	JOHAN SMIT (secundi) ROBERT ANTON				
	MAGRIETA ARRIES (secundi) THOMAS SWARTS				
	JULIUS JEROME BOOYSEN (secundi) MARCO DUNSDON				
	GRAHAM WESNER (secundi) FIONA JANE DELPORT				
	LORETTA VELDSMAN (secundi) EVELYN FISHER				
	DENVID CHRISTY ADAMS				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	(secundi) TERRENCE MANUEL				
	TITIUS HOWARD JEFTHAS				
WC 09	**CLLR GRANT COHEN**	**Yes**	**5**	**9**	**4**
	JOHANNES JACOB DE CLERK				
	HERMANUS STEPHANUS VAN DER MERWE				
	HUGO AMOS KRIJNAUW (secundi) JOHANNES CHRISTIAAN CARSTENS				
	EDMUND ARENDSE (secundi) DENISE ARENDSE				
	HENRIETTE DERBY (secundi) INGRID TAYLOR SCANLEN				
	ELEANOR BARRY				
	THOMAS SAUL SNIBBE (secundi) PHILIPPUS JACOBUS LODEWICUSBRINK				
	CHRISTINA CATHARINA GRAHAM (secundi) CHRISTIAAN FRANS HARDING				
	JAN WILLEM VAN STADEN (secundi) ALDERT MAARTEN				
	MICHAEL COENRAAD BOTHA				
WC 10	**CLLR FANIE KRIGE**	**Yes**	**5**	**9**	**4**
	AYANDA MICHAEL TYULU				
	ZALISAMADINGA HUMPHREY KONDLO				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	(secundi) THOBEKILE KOTI				
	HILGARD MULLER (secundi) VERONICA JACOBS				
	MELVIN ALFRED JOOSTE				
	WILLEM RUDOLF BASSON PEROLD (secundi) HEINIE FOOT				
	MARY JEAN HULL				
	SUSANNA ELIZABETH BOTHA (secundi) WENDY TAWSE				
	FIONA SMIT (secundi) VERONICA JACOBS				
	THERESA ELS (secundi) MARETHA MULLER				
	ZIRKIA JACOBA FOURIE				
WC 11	**ALD DUDLEY COETZEE**	**Yes**	**5**	**9**	**4**
	JENNY OCTOBER (secundi) EBEN CORNELIUS				
	ZODWA ZAWULA				
	LOUIS DE VILLIERS ROODT (secundi) LYNETTE KAY PULLEN				
	TOBIAS LOCHNER BESTER (secundi) ELIZABETH GILLMAN				
	CHRIS WOLF (secundi) SIDNEY SMITH				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	PHILIPPUS COENRAAD GROENEWALD				
	VIVIAN ELIZABETH BURTON-MOORE (secundi) NELIA MULLER HURTER				
	HELENA JOHANNA SWART (secundi) STANLEY HEINRICH CARPENTER				
	HENRY DYERS (secundi) DANIEL NIEMAND				
	BABALWA MBIRA-TSHONA				
WC 12	**CLLR VUYANI MACOTHA**	**Yes**	**5**	**8**	**3**
	NOBELUNGU MPEMBA				
	MASIBONGWE SIHLAHLA (secundi) AMANDA GWEBANI **(DISMISSED)**				
	PHOLANI MAKALIMA (secundi) NOLUVIWO NKOANYANE **(DISMISSED)**				
	ZWELETHEMBA PATREIN (secundi) NCEBA LAPHI				
	NOMTHANDAZO GCILITHSANE (secundi) AYANDA ELLIOT KOTI				
	NTEMBISO GLADWIN BULAWE BULAWA				
	AKHONA JAKUJA				
	VUYISWA KHUSE				
	SIYABONGA LUYANDA VONCO				

Functionality of Ward Committees: 2017/18					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	FANISWA SHUMANE				
WC 13	**CLLR JEAN ORBAN**	**Yes**	**5**	**9**	**4**
	CECILIA ALETTA JACOBS (secundi) JOHANNES FREDERIK CONRADIE				
	ANITA TAYLOR				
	JACOB STOLP LOUW (secundi) MICHELLE NAUDE				
	HENRY WILLIAM (DUNCAN) HEARD (secundi) PAUL FISTER				
	MICHAEL SEYMOUR WEEKES (secundi) JAN ROODBOL				
	KARIN DE BRUIN (secundi) HANNA DE JAGER				
	MATHYS PRETORIUS VAN AS SUTHERLAND (secundi) MIRANDA KRUGER				
	CAROLINE GABB (secundi) ROB FRYER				
	TIELMAN NIEUWOUDT AGENBAG (secundi) ANETTE DE VILLIERS				
	JOHAN ROBINSON PRINSLOO (secundi) CHRISTIAAN DE VILLIERS				

Appendix F 1: Capital Projects: Seven Largest in 2017/18

Capital Projects: Seven Largest in 2017/18 (Full List at Appendix X)				
R'				
No.	**Project Name and detail**	**Start Date**	**End Date**	**Total Value**
1	HAWSTON PROJECT-IRDP	01/07/2017	30/07/2018	20 241 026
2	BLOMPARK PROJECT	01/07/2017	30/07/2018	13 455 823
3	HAWSTON HOUSING PROJECT BULK STORMWATER	01/07/2017	30/07/2018	10 190 000
4	HAWSTON HOUSING PROJECT BUS ROUTE	01/07/2017	30/07/2018	6 240 000
5	UPGRADING OF PUMPSTATIONS	01/07/2017	30/07/2018	5 189 315
6	HERMANUS SPORT COMPLEX	01/07/2017	30/07/2018	4 000 000
7	PROVINCIAL SUSTAINABLE TRANSPORT PROGRAMME	01/07/2017	30/07/2018	4 000 000

Appendix F 3: Top Four Service Delivery Priorities for Ward (Highest Priority First)

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	**Priority Name and Detail**	**Progress During 2017/18**
	GREATER GANSBAAI AREA- WARDS 1, 2, 11	
1	• WARD 1 - Stormwater in Masakhane -	The installation of new infrastructure in Masakhane contributed vastly in the aim of preventing flooding of residential properties in this previously disadvantaged area. Remarkable results proved the success of this project.
2	• WARD 2 - Beaches	Existing recreational facilities (braai facilities) were upgraded at the Romansbaai swimming beach (Blompark) as well as the tidal pool in Gansbaai.
3	• WARD 2 - Early Childhood Development	A new crèche was built in Blompark as a joint venture supported by the local authority as well as private enterprises (Irvin & Johnson) and Gamco Construction Services.
4	• WARD 11 - Fire Hydrants: Thembelihle	A number of additional fire hydrants were installed (departmentally) by the Operational Department in order to address the need for fire services in the informal settlements.
5	• WARD 11 - Beaches	The existing facilities at Castle Beach (Pearly Beach) were upgraded/expanded to meet the requirements set for the establishment of a pilot Blue Flag Beach. In the process, the facilities that were added includes ablution facilities for people with less abilities as well as a first aid room for life savers that will be working there during peak holiday season.
	GREATER HERMANUS AREA- WARDS 3, 4, 5, 6, 7, 8, 12, 13	
1	Traffic Calming measures were completed for Westcliff Drive (traffic Circle and Road Narrowing)	Phase 1 Completed

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	**Priority Name and Detail**	**Progress During 2017/18**
2	Portions of picturesque cliff path and sea bound walk in Hermanus were upgraded.	Maintenance project completed annually
3.	Section of an important sidewalk along Main Road was completely redone	Phase 1 Completed
4.	The unsightly berm along the east of Sandbaai was removed and replaced with a high quality steel fence	Completed. Beautification of area still to receive attention
5.	Various gravel roads in Sandbaai were tarred and the first portion of Main Road was upgraded, widened and includes sidewalks	Completed
6.	The first phase of the long awaited Atlantic Drive Walkway	Phase 1 completed
7.	The sections of the coastal path and a board walk in Onrus/Vermont were redone	Maintenance projects completed annually
8.	Sidewalk along access route to beach and pool area constructed	Completed
9.	New Stormwater main installed between two streets in Fisherhaven	Completed
10.	Numerous sidewalks and speed bumps constructed in Zwelihle	Completed
11.	Numerous play parks in Zwelihle upgraded and fenced with high quality fence	Completed
12.	New covered seating benches for reserves and coaches at Zwelihle soccer fields	90% completed
13.	Meandering pathways across public open spaces covered with natural fynbos were constructed in Westcliff	Completed
14.	The old asbestos roof of the Moffat Hall that was the cause of water leakages was replaced with new roof sheeting	Completed
	HANGKLIP- KLEINMOND AREA: **WARDS 9 AND 10**	
1	Upgrading of sewerage system - Providing of more tankers until then	One additional tanker was allocated to Kleinmond from Stanford. One tanker was replaced with a 5000l tanker
2	Traffic issues : (Improving of roads, add circles, signs, more cameras, speed humps)	2 Speed humps and 1 pedestrian crossing was constructed
3	Upgrading of storm water drainage system	Master planning will need to be revised
4	Maintenance of existing walkways (new - including Heuningkloof)	Phase 2 of the project was completed, final phase to follow in 2018/19
5	Policy, by-law and/or guidelines for the management of back-yard dwellings	Project not feasible
6	Housing project in Kleinmond and Mooiuitsig	Investigation started in Kleinmond and surrounds for developable land and potential for upgrading of the informal settlement. Funding approval awaited from Department of Human Settlements.
7	Upgrading and maintenance of existing gravel roads with development of open drainage system in Rooiels, Pringle Bay and Betty's Bay	Started implementing dust control surfaced roads

Appendix G: Municipal Joint Audit and Performance Audit Committee Recommendations

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during 2017/18**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
Special JAPAC meeting 25 August 2017	**JAPAC -Item 5:** The draft annual financial statements for the period ended 30 June 2017	**Resolution 5:** That cognizance be taken of the content of the draft Annual Financial Statements for the year ended 30 June 2017 and that satisfactory responses were received from the CFO and the Finance team on questions/ comments raised by the JAPAC thereto.
27 September 2017	**JAPAC -Item 6.1:** Quarterly Budget Statement Report: Quarter ended June 2017	**Resolution: *re* 6.1:** That cognizance be taken of the content of the Quarterly Budget Statement Report: Fourth Quarter (April 2017-June 2017) for the financial year 2016/2017. The JAPAC noted the report. June 2017
	JAPAC -Item 6.2: Report *re* SDBIP for the fourth quarter (April 2017 – June 2017) for the financial year 2016/2017.	**Resolution: *re* 6.2:** That cognizance be taken of the content of the Report: Service Delivery and Budget Implementation Plan for the fourth quarter (April 2017 – June 2017) for the financial year 2016/2017. The JAPAC noted the report.
	JAPAC -Item 6.3: Debt collection report	**Resolution: *re* 6.3:** That cognizance be taken of the content of the Debt collection report of the fourth quarter (April 2017 – June 2017) for the financial year 2016/2017. The JAPAC noted the report.
	JAPAC -Item 6.4: Creditors report	**Resolution: *re* 6.4:** That cognizance be taken of the content of the Creditors report of the fourth quarter (April 2017 – June 2017) for the financial year 2016/2017. The JAPAC noted the report.
	JAPAC -Item 6.5: Audit Action Plan as at 14 August 2017	**Resolution: *re* 6.5:** That cognizance be taken of the content of the Audit Action Plan as at 14 August 2017.
	JAPAC -Item 6.6. Risk Management Report	**Resolution: *re* 6.6:** That cognizance be taken of the content of the Risk Management Report(s) for September 2017.
	JAPAC -Item 6.7: Compliance with gift policy - gift registers from directorates	**Resolution: *re* 6.7:** The JAPAC noted that no gift register/ declarations were submitted for consideration.
	JAPAC -Item 6.8: Internal Audit Services Independence and Objectivity	**Resolution: *re* 6.8:** That cognizance be taken of IAS Independence and Objectivity Declaration.
	JAPAC -Item 6.9: Scope Limitations	**Resolution: *re* 6.9:** That cognizance be taken of the reporting i.r.o no scope limitations experienced.
	JAPAC -Item 6.10: CAE Status Report	**Resolution: *re* 6.10:** That cognizance be taken of the CAE Status Report.
	JAPAC -Item 7.1.1: Internal Audit Report - Review: mSCOA implementation project	**Resolution: *re* 7.1.1:** That cognizance be taken of the content of the Internal Audit Report *re* Review: mSCOA implementation project The JAPAC noted the report.

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during 2017/18**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
	JAPAC -Item 7.1.2: Internal Audit Report – Key controls assessment: fourth quarter (April 2017 – June 2017)	**Resolution: *re* 7.1.2:** That cognizance be taken of the content of the Internal Audit Report *re* Key controls assessment. The JAPAC noted the report.
	JAPAC -Item 8.2.1: Internal Audit Report – Predetermined objectives (PDO): High level report fourth quarter (April 2017 – June 2017)	**Resolution: *re* 8.2.1:** That cognizance be taken of the content of the Predetermined objectives (PDO): High level report fourth quarter (April 2017 – June 2017) for the financial year 2016/2017.
	JAPAC -Item 8.2.2: Internal Audit Report – Predetermined objectives (PDO): Detailed report fourth quarter (April 2017 – June 2017)	**Resolution: *re* 8.2.2:** That cognizance be taken of the content of the Predetermined objectives (PDO): Detailed report fourth quarter (April 2017 – June 2017) for the financial year 2016/2017.
13 March 2018	**JAPAC -Item 6.1:** Quarterly Budget Statement Report: First Quarter (July 2017 – September 2017) & Second Quarter (October 2017 – December 2017)	**Resolution: *re* 6.1:** That cognizance be taken of the content of the Quarterly Budget Statement Reports for the financial year 2017/2018. The JAPAC noted the reports.
	JAPAC -Item 6.2: Report *re* SDBIP for First Quarter (July 2017 – September 2017) & Second Quarter (October 2017 – December 2017)	**Resolution: *re* 6.2:** That cognizance be taken of the content of the Reports: Service Delivery and Budget Implementation Plan for the financial year 2017/2018. The JAPAC noted the reports.
	JAPAC -Item 6.3: Debt collection reports	**Resolution: *re* 6.3:** That cognizance be taken of the content of the Debt collection reports for the financial year 2017/2018. The JAPAC noted the reports.
	JAPAC -Item 6.4: Creditors reports	**Resolution: *re* 6.4:** That cognizance be taken of the content of the Creditors reports for the financial year 2017/2018. The JAPAC noted the reports.
	JAPAC -Item 6.5: Audit Action Plan as at 22 September 2017 and 31 January 2018	**Resolution: *re* 6.5:** That cognizance be taken of the content of the Audit Action Plans.
	JAPAC -Item 6.6. Risk Management Report	**Resolution: *re* 6.6:** That cognizance be taken of the content of the Risk Management Report(s). The JAPAC noted the reports.
	JAPAC -Item 6.7: Compliance with gift policy - gift registers from directorates	**Resolution: *re* 6.7:** That cognizance be taken of the gift register/ declaration submitted for consideration. The JAPAC noted the Gift registers/ declarations.
	JAPAC -Item 6.8: Internal Audit Services Independence and Objectivity	**Resolution: *re* 6.8:** That cognizance be taken of IAS Independence and Objectivity Declaration.
	JAPAC -Item 6.9: Scope Limitations	**Resolution: *re* 6.9:** That cognizance be taken of the reporting i.r.o no scope limitations experienced.
	JAPAC -Item 6.10: CAE Status Report	**Resolution: *re* 6.10:** That cognizance be taken of the CAE Status Report.
	JAPAC -Item 7.1: Auditor General (SA) management report.	**Resolution: *re* 7.1:** That cognizance be taken of the report on AG (SA) Management Report. The JAPAC noted the report. .

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during 2017/18**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
	JAPAC -Item 7.2: Audited annual financial statements (AFS) for the year ended 30 June 2017.	**Resolution: *re* 7.2:** That cognizance be taken of the content of the Audited financial statements.
	JAPAC -Item 7.3: Overberg District Internal Audit Peer Review: External Quality Assessment Methodology and Framework	**Resolution: *re* 7.3:** That cognizance be taken of the content of the Framework. The JAPAC supported/ endorsed the Methodology and Framework.
	JAPAC -Item 7.4: Overberg District Memorandum of Understanding (MOU) Quality Assurance.	**Resolution: *re* 7.4:** That cognizance be taken of the content of the MOU. The JAPAC supported/ endorsed the MOU.
30 May 2018	**JAPAC -Item 6.7:** Compliance with gift policy - gift registers from directorates	**Resolution: *re* 6.7:** That cognizance be taken of the gift register/ declaration submitted for consideration.
	JAPAC -Item 6.8: Internal Audit Services Independence and Objectivity	**Resolution: *re* 6.8:** That cognizance be taken of IAS Independence and Objectivity Declaration.
	JAPAC -Item 6.9: Scope Limitations	**Resolution: *re* 6.9:** That cognizance be taken of the reporting i.r.o no scope limitations experienced.
	JAPAC -Item 6.10: CAE Status Report	**Resolution: *re* 6.10:** That cognizance be taken of the CAE Status Report.
	JAPAC -Item 7.1.1: ICT – Network Capacity	**Resolution: *re* 7.1.1:** That cognizance be taken of the report on ICT – Network Capacity 2017/2018. .
	JAPAC -Item 7.1.2: Division of Revenue Act No.3 of 2016.	**Resolution: *re* 7.1.2:** That cognizance be taken of the content of the Division of Revenue Act No.3 of 2016. .
	JAPAC -Item 7.1.3: Ageing and deterioration of fleet and small plants	**Resolution: *re* 7.1.3:** That cognizance is taken of the content of the Audit Report *re*: Ageing and deterioration of fleet and small plants 2017/2018.
	JAPAC -Item 7.1.4: Loss of records	**Resolution: *re* 7.1.4:** That cognizance be taken that the Audit Report on the Loss of records 2017/2018 will be tabled in the next scheduled ordinary JAPAC meeting.
	JAPAC -Item 7.1.5: Municipal conformance to basic standards of buildings used for crèches	**Resolution: *re* 7.1.5:** That cognizance is taken that the report on the Municipal conformance to basic standards of buildings used for crèches 2017/2018 will be tabled at the next scheduled ordinary JAPAC meeting. The JAPAC resolved that at the standing quarterly JAPAC meeting the CAE must report to the JAPAC on any changes to the Risk Based Audit Plan.
	JAPAC -Item 7.1.6: Disaster Management Priorities.	**Resolution: *re* 7.1.6:** That cognizance is taken of the report on Disaster Management Priorities 2017/2018.

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during 2017/18**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
	JAPAC -Item 7.1.7: Digitising of Human Resource Records	**Resolution: *re* 7.1.7:** That cognizance is taken of the report on Digitising of Human Resource Records.
	JAPAC -Item 7.1.8: Loss of records and inadequate storage space.	**Resolution: *re* 7.1.8:** That cognizance be taken of the report on Loss of records and inadequate storage space.
	JAPAC -Item 7.1.9: Inability to perform on mandated Traffic Services and Law Enforcement functions.	**Resolution: *re* 7.1.9:** That cognizance is taken of the change to the risk rating. The JAPAC noted that no further audit work was required.
	JAPAC -Item 7.1.10: Incapacitated workforce due to medical reasons.	**Resolution: *re* 7.1.10:** That cognizance is taken of the change to the risk rating. The JAPAC noted that no further audit work was required.
	JAPAC -Item 7.1.11: Follow-up: Procurement process-medical emergencies.	**Resolution: *re* 7.1.11:** That cognizance is taken of the report on Follow-up: Procurement process- medical emergencies 2017/2018.
	JAPAC -Item 7.1.12: Failure to integrate systems.	**Resolution: *re* 7.1.12:** That cognizance is taken of the report Failure to integrate systems 2017/2018.
	JAPAC -Item 7.2.1: The Predetermined Objectives (PDO): First Quarter (July 2017 – September 2017).	**Resolution: *re* 7.2.1:** That cognizance is taken of the report on the Predetermined Objectives (PDO): High level and detailed report, First Quarter (July 2017 – September 2017) for the financial year 2017/2018.
	JAPAC -Item 7.2.3: The Predetermined Objectives (PDO): Second Quarter (October 2017 – December 2017).	**Resolution: *re* 7.2.3:** That cognizance is taken of the report on the Predetermined Objectives (PDO): High level report and detailed report, Second Quarter (October 2017 – December 2017) for the financial year 2017/2018.
	JAPAC -Item 7.2.5: The Key Controls Assessment: Second Bi-Annual Review (July 2017 – March 2018).	**Resolution: *re* 7.2.5:** That cognizance is taken of the content of the Key Controls Assessment. The JAPAC noted the Report.
	JAPAC -Item 8.1: Auditor General (SA) management report.	**Resolution: *re* 8.1:**The JAPAC noted the report. .

Appendix H 1 – Long Term Contracts (20 largest contracts)

Long Term Contracts (20 Largest Contracts entered into 2017/18)					
R' 000					
Name of Service Provider (Entity or Municipal Department)	**Description of Services Rendered by the Service Provider**	**Start Date of Contract**	**Expiry date of Contract**	**Project manager**	**Contract Value**
Al Abbott And Associates (Pty) Ltd.	Provision of laboratory services for the monitoring of water quality in the Overstrand municipal area for a contract period ending 30 June 2020	2017-07-03	2020-06-30	H Blignaut	R 7 323 873.00
Cab Holdings (Pty) Ltd.	Printing and distribution of municipal accounts and newsletters for a contract period ending 30 June 2020	2017-07-01	2020-06-30	EM Hooneberg	R 5 054 910.17
Red Ant Security Relocation & Eviction Services (Pty)Ltd. (Me	Amendment of sc1588/2015: management of informal settlements in the Overstrand area	2017-07-01	2017-09-29	F Frans	R 4 308 783.06
Palmerton Cartridges	Supply and delivery of printing paper, ink toners, cartridges and ribbons to Overstrand municipality for contract period ending 30 June 2020	2017-07-01	2020-06-30	C Roets	R 4 135 975.15
Red Ant Security Relocation & Eviction Services (Pty)Ltd. (Me	Management of informal settlements within the Overstrand area for a contract period ending 30 June 2020	2017-10-02	2020-06-30	F Frans	R 3 955 191.34
Glyndale Construction Cc	Construction of Stormwater Infrastructure for Masakhane Phase 2, Gansbaai	2018-02-12	2018-06-30	D Hendriks	R 3 479 329.59
Absa Bank Ltd.	**AMENDMENT**: Transversal agreement: Contract 24/2013: Provision of banking services for a contract period of 19 months, ending 30 June 2019 -Langeberg Local Municipality.	2017-12-01	2019-06-30	BA King	R 3 249 878.94

Long Term Contracts (20 Largest Contracts entered into 2017/18)					
R' 000					
Name of Service Provider (Entity or Municipal Department)	**Description of Services Rendered by the Service Provider**	**Start Date of Contract**	**Expiry date of Contract**	**Project manager**	**Contract Value**
Mbeshis Cleaning Service	Provision of cleaning services: Kleinmond area, for a contract period ending 30 June 2020	2017-08-08	2020-06-30	D Lakey	R 3 134 403.39
A2 Loodgieters Cc	Upgrading of the Bientang sewer pump station and rising main, Hermanus	2017-10-25	2018-06-30	H Blignaut	R 2 865 644.57
Henry Moses Spandiel Projects	Provision of cleaning services: Gansbaai/Stanford area for a contract period ending 30 June 2020	2017-10-02	2020-06-30	F Myburgh	R 2 837 240.64
Red Ant Security Relocation & Eviction Services (Pty)Ltd. (Me	Disconnection & reconnection of electricity supply and installation & removal of water flow restrictions for a contract period ending 30 June 2020	2017-07-01	2020-06-30	EM Hooneberg	R 2 185 299.45
Hidro Tech Systems	Refurbishment and upgrade of sewage pump stations in the Hermanus area - phase 3: mechanical and electrical works	2017-11-09	2018-06-30	H Blignaut	R 1 679 715.44
A2 Loodgieters Cc	Upgrade of Kleinmond main sewer pipeline	2017-11-10	2018-06-30	H Blignaut	R 1 504 594.11
Esri (Environmental Systems Research Institute Sa (Pty) Ltd.)	Amendment of scd2735/2014: the acquisition of a capped ela licensing fee for the gis system for a contract period ending 30 June 2020	2017-07-01	2020-06-30	L Rauch	R 1 472 832.89
VE Reticulation (Pty) Ltd.	Re-electrification of Mandela square, Zwelihle, Hermanus	2018-02-20	2018-09-25	JH Du Plessis	R 1 456 262.68
Supreme Electrical Supplies	Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	2017-08-29	2020-06-30	C Roets	R 1 376 085.45
Progressive Energy Cc	Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	2017-08-29	2020-06-30	C Roets	R 1 376 085.45

Long Term Contracts (20 Largest Contracts entered into 2017/18)					
R' 000					
Name of Service Provider (Entity or Municipal Department)	**Description of Services Rendered by the Service Provider**	**Start Date of Contract**	**Expiry date of Contract**	**Project manager**	**Contract Value**
WCC Cables (Pty) Ltd. - Bank Change	Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	2017-08-29	2020-06-30	C Roets	R 1 376 085.45
Lesedi Reticulation (Pty) Ltd.	Supply and delivery of electrical inventory items for a contract period ending 30 June 2020	2017-08-29	2020-06-30	C Roets	R 1 376 085.45

Public Private Partnerships Entered into 2017/18					
R' 000					
Name and Description of Project	**Name of Partner(s)**	**Initiation Date**	**Expiry date**	**Project manager**	**2017/2018**
None					
					T H.2

Appendix I: Municipal Entity/Service Provider Performance Schedule

Refer to pages 128-160 of this Annual Report

Municipal Entity/Service Provider Performance Schedule									
Name of Entity & Purpose	**(a) Service Indicators**	**Year 0**		**Year 1**			**Year 2**	**Year 4**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
	(b) Service Targets	***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
Pages 131- 164 of this 2017/18 Annual Report									
*Note: This statement should include no more than the top four priority indicators. * 'Previous Year' refers to the targets that were set in the Year 0 Budget/IDP round; *'Current Year' refers to the targets set in the Year 1 Budget/IDP round. *'Following Year' refers to the targets set in the Year 2 Budget/IDP round. Note that all targets must be fundable within approved budget provision. In column (ii) set out the Service Indicator (In bold italics) then the Service Target underneath (not in bold - standard type face) to denote the difference.*									T I

Appendix J: Disclosure of Financial Interests

N/A

Refer to item 7 (4) of Schedule 1 and item 5A (3) of Schedule 2 of the Local Government: Municipal Systems Act, No 32 of 2000

Council resolution 11 of 26/06/2013

Appendix K 1: Revenue Collection Performance by Vote

Revenue Collection Performance by Vote						
R' 000						
Vote Description	Year 2016/17	Current Year: 2017/18			2017/18 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Vote 1 - Council	73 145	21 675	21 675	21 399	-1.3%	-1.3%
Vote 2 - Municipal Manager	12	48	114	64	24.9%	-79.0%
Vote 3 - Management Services	2 031	194	195	821	76.4%	76.3%
Vote 4 - Finance	231 387	239 556	247 304	258 885	7.5%	4.5%
Vote 5 - Community Services	279 572	319 477	332 518	323 128	1.1%	-2.9%
Vote 6 - Economic and Social Development & Tourism	3 556	3 900	2 900	2 788	-39.9%	-4.0%
Vote 7 - Infrastructure & Planning	402 391	414 615	474 784	489 799	15.4%	3.1%
Vote 8 - Protection Services	44 515	41 592	41 592	40 605	-2.4%	-2.4%
Total Revenue by Vote	**1 036 610**	**1 041 057**	**1 121 081**	**1 137 488**	**8.5%**	**1.4%**
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3						**T K.1**

Appendix K 2: Revenue Collection Performance by Source

Revenue Collection Performance by Source						
R '000						
Description	Year 2016/17	Year 2017/18			Year 2017/18 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	197 104	212 784	214 752	214 845	1.0%	0.0%
Property rates - penalties & collection charges	482	–	–	867	100.0%	100.0%
Service Charges - electricity revenue	334 765	339 249	339 270	349 380	2.9%	2.9%
Service Charges - water revenue	115 070	114 494	117 120	111 010	-3.1%	-5.5%
Service Charges - sanitation revenue	66 890	67 869	72 870	72 064	5.8%	-1.1%
Service Charges - refuse revenue	54 389	55 388	56 888	57 741	4.1%	1.5%
Service Charges - other	–	647	–	–		
Rentals of facilities and equipment	11 613	4 933	4 933	12 324	60.0%	60.0%
Interest earned - external investments	20 347	13 962	19 462	30 322	54.0%	35.8%
Interest earned - outstanding debtors	2 671	3 203	3 201	2 986	-7.3%	-7.2%
Dividends received		–	–	–	0.0%	0.0%
Fines	38 233	33 260	33 261	31 634	-5.1%	-5.1%
Licences and permits	2 525	2 374	2 374	2 527	6.1%	6.1%
Agency services	3 480	3 419	3 419	4 149	17.6%	17.6%
Transfers recognised - operational	114 411	113 688	129 217	116 421	2.3%	-11.0%
Other revenue	40 948	27 946	27 052	38 895	28.1%	30.4%
Gains on disposal of PPE	–		23 823	28 077	100.0%	15.2%
Total Revenue (excluding capital transfers and contributions)	**1 002 928**	**993 217**	**1 047 640**	**1 073 241**	**7.5%**	**2.4%**
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4.						T K.2

Appendix L: Conditional Grants – excluding MIG

Conditional Grants: excluding MIG - 2017/18						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjust-ments Budget	
Financial Management Grant	1 550	1 550	1 550	0.0%	0.0%	To promote and support reforms in financial management by building capacity in municipalities to implement the Municipal Finance Management Act (MFMA) As part of strengthening financial and asset management in municipalities, the grant provides funding for water and energy internship programme to graduates in selected water boards and municipalities
Municipal Systems Improvement Grant	–	–	–	0.0%	0.0%	To assist municipalities in building in-house capacity to perform their functions and stabilise institutional and governance systems as required in the Municipal Systems Act (MSA) and related legislation, policies and local government turnaround strategy
Integrated National Electrification	4 000	4 000	4 000	0.0%	0.0%	To implement the Integrated National Electrification Programme (INEP) by providing capital subsidies to Eskom to address the electrification backlog of occupied residential dwellings, the installation of bulk infrastructure and rehabilitation and refurbishment of electricity infrastructure in order to improve quality of supply
Expanded Public Works Programme	2 300	2 300	–	-100.0%	-100.0%	To incentivise municipalities to increase job creation efforts in infrastructure, environment and culture programmes through the use of labour-intensive methods and the expansion of job creation in line with the Expanded Public Works Programme (EPWP) guidelines
Library subsidy	7 438	7 976	7 447	0.1%	-6.6%	To transform urban and rural community library infrastructure, facilities and services (primarily targeting previously disadvantaged communities) through a recapitalised programme at provincial level in support of local government and national initiatives
Community Development Workers	74	74	74	0.0%	0.0%	To provide financial assistance to municipalities to cover the operational costs pertaining to the line functions of the community development workers including regional coordinators.

Conditional Grants: excluding MIG - 2017/18						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjust-ments Budget	
Housing	35 966	71 781	55 825	55.2%	-22.2%	To provide funding for the creation of sustainable human settlements
Main Road subsidy	139	139	139	0.0%	0.0%	To subsidise municipalities with the maintenance of proclaimed municipal main roads, where the municipality is the Road Authority, within municipal areas.
Local Government Graduate Internship Grant	48	114	64	33.1%	-44.1%	To provide financial assistance to municipalities in support of capacity building for the future by means of a graduate internship programme
Financial Management Capacity Building Grant	240	240	–	-100.0%	-100.0%	To develop financial human capacity within municipal areas to enable a sustainable local financial skills pipeline that is responsive to municipalities requirements to enable sound and sustainable financial management and good financial governance
Greenest Municipality	50	120	120	140.0%	0.0%	To implement and enhance programmes to interact with stakeholders and empower communities to partner with government in implementing environmental and socio-economic programmes
Fire Service Capacity Building Grant	2 000	2 000	2 000	0.0%	0.0%	To provide financial assistance to municipalities to ensure functional emergency communication, mobilisation systems and fire services
Western Cape Financial Management Support Grant		280		0.0%	-100.0%	To provide financial assistance to Municipalities to improve overall financial governance within municipalities inclusive of optimising and administration of revenue, improving credibility and responsiveness of municipal budgets, improving of municipal audit outcomes and addressing institutional challenges.
Total	**54 975**	**96 105**	**76 360**	**38.9%**	**-20.5%**	

** This includes Neighbourhood Development Partnership Grant, Public Transport Infrastructure and Systems Grant and any other grant excluding Municipal Infrastructure Grant (MIG) which is dealt with in par 5.9.2. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.*

Appendix M: Capital Expenditure- *New Assets programme

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2016/17	Year 2017/18			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	**34 505**	**28 205**	**27 958**	**26 441**	**112 050**	**75 550**	**79 436**
Infrastructure: Road transport - Total	1 481	5 405	11 691	10 260	24 229	6 038	6 000
Roads, Pavements & Bridges	1 251	5 155	12	10 005	12 506	4 000	2 000
Storm water	230	250	280	255	11 723	2 038	4 000
Infrastructure: Electricity - Total	23 135	18 790	15 520	15 449	22 772	20 040	21 400
Generation					–	–	–
Transmission & Reticulation	23 135	18 790	15 520	15 449	22 772	20 040	21 400
Street Lighting							
Infrastructure: Water - Total	4 907	3 900	637	627	30 077	32 072	32 075
Dams & Reservoirs	4 557	3 900	637	627	–	–	
Water purification							–
Reticulation	350		–	–	30 077	32 072	32 075
Infrastructure: Sanitation - Total	4 971	–	–	–	34 973	17 400	19 961
Reticulation	3 665	–	–	–		–	–
Sewerage purification	1 306	–	–	–	34 973	17 400	19 961
Infrastructure: Other - Total	12	110	110	105	–	–	–
Waste Management	12	110	110	105	–		
Transportation							
Gas							
Other							
Community - Total	**11 219**	**23 731**	**47 719**	**42 836**	**60 925**	**37 480**	**37 813**
Parks & gardens							
Sports fields & stadia	568	1 966	6 449	5 427	7 657	5 000	1 500
Swimming pools					–		
Community halls	635	421	445	437	3 664	2 500	2 500
Libraries	74	–	–	–	600		
Recreational facilities							
Fire, safety & emergency	976	3 798	2 575	2 440	5 576	500	
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2016/17	Year 2017/18			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Cemeteries		260	260	251	–		
Social rental housing	8 918	17 186	37 890	34 180	35 467	29 480	33 813
Other	48	100	100	100	7 961		

Table continued next page

Table continued from previous page

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 206/17	Year 2016/17			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Heritage assets - Total	–	–	–	–	–	–	–
Buildings							
Other							
Investment properties - Total	–	–	–	–	–	–	–
Housing development							
Other							
Other assets	**2 987**	**2 690**	**2 910**	**6 179**	**21 262**	**20 000**	**20 000**
General vehicles	1 719	950	600	205	15 345	20 000	20 000
Specialised vehicles							
Plant & equipment					1 566		
Computers - hardware/equipment					4 136		
Furniture and other office equipment					215		
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other	1 268	1 740	2 310	5 975			
Agricultural assets	–	–	–	–	–	–	–
List sub-class							

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2016/17	Year 2017/18			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Biological assets	–	–			–	–	–
List sub-class							
Intangibles	–	–			–	–	–
Computers - software & programming					–		
Other (Machinery & Office equipment)					–		
Transport Assets					–	–	–
Total Capital Expenditure on new assets	**48 711**	**54 626**	**78 587**	**75 456**	**194 237**	**133 030**	**137 249**
Specialised vehicles	–	–	–	–	–	–	–
Refuse							
Fire							
Conservancy							
Ambulances							
** Note: Information for this table may be sourced from MBRR (2009: Table SA34a)*							T M.1

Appendix N: Capital Programme by Project: 2017/18

Capital Programme by Project: Year 2017/18					
R'					
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
Water					
WATER FACILITIES (CONTINGENCY)	200 000	488 458	473 498	-3%	58%
HAWSTON:BULK WATER UPGRADE FOR HOUSING PROJECT	4 500 000	2 500 000	1 744 159	0%	0%
REPLACE FRANSKRAAL WTW GENSET	700 000	411 542	411 542	0%	-70%
NEW RESERVOIR FOR PRINGLE BAY	3 810 000	547 495	547 492	0%	-596%
GREY WATER RETICULATION - SCHOOL SITE (PUMP PIPELINE & CONTROL EQUIPMENT)	80 000	80 000	71 602	-12%	-12%

Capital Programme by Project: Year 2017/18					
R'					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
MINOR ASSETS :WATER DISTRIBUTION	10 000	10 000	8 256	-21%	-21%
Sanitation/Sewerage					
UPGRADING OF PUMPSTATIONS	5 000 000	5 189 315	3 577 334	-45%	-40%
SEWERAGE FACILITIES (CONTINGENCY)	500 000	850 000	844 592	-1%	41%
UPGRADING OF KIDBROOKE PIPELINE	3 100 000	1 315 000	880 000	-49%	-252%
WWTW UPGRADE - STANFORD	3 000 000	2 400 000	560 000	-329%	-436%
WWTW UPGRADE - STANFORD	5 235 000	500 000	500 000	0%	-947%
BULK SEWERAGE OUTFALL LINE 525 MM Ø OHS13.2	340 000	0		0%	0%
REHABILITATE MAIN BULK SEWER TO WWTW PH1	3 000 000	1 998 467	1 932 460	-3%	-55%
ADDITIONAL AERATOR AT KLEINMOND WWTW	350 000	0		0%	0%
VEHICLES-SEWERAGE	2 300 000	2 300 000	2 296 494	0%	0%
Electricity					
GANSBAAI:CCTV,SCADA,MINISUB AND MV/LV UPGRADE	3 000 000	3 000 000	2 999 987	0%	0%
ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	4 000 000	4 000 000	4 000 000	0%	0%
FISHERHAVEN -STREET LIGHTS	50 000	50 000	50 000	0%	0%
STREET LIGHTS	40 000	40 000	40 000	0%	0%
STREET LIGHTING MOOIUITSIG BETTY'S BAY		20 000	20 083	0%	100%
HERMANUS:MV & LV UPGRADE/REPLACEMENT	2 000 000	2 000 000	1 999 990	0%	0%
HERMANUS: MV & LV UPGRADE/REPLACEMENT	4 650 000	1 000 000	964 169	-4%	-382%
KLEINMOND: MV & LV NETWORK UPGRADE	2 000 000	2 000 000	1 999 997	0%	0%
HAWSTON: MV & LV UPGRADE/REPLACEMENT	2 000 000	2 000 000	1 999 997	0%	0%
MINOR ASSETS :ELECTRICITY- HM & KM	25 000	25 000	19 171	-30%	-30%
MINOR ASSETS :ELECTRICITY- GB& ST	25 000	25 000	22 918	-9%	-9%
AREA LIGHTING FOR ABLUTION FACILITIES	0	360 000	360 000	0%	100%
VEHICLES-ELECTRICITY	1 000 000	1 000 000	818 932	-22%	-22%
ELECTRICITY TRANSFORMERS(CAPITAL REPLACEMENT CONTINGENCY)	1 000 000	1 000 000	972 334	-3%	-3%
Housing					
BEVERLY HILLS PROJECT	4 060 720	3 006 192	2 296 594	-31%	-77%
ZWELIHLE PROJECT-TRANSIT CAMP(166)	676 358	0		0%	0%
BLOMPARK PROJECT	0	13 455 823	12 691 311	-6%	100%
MANDELA SQUARE/MSHENXISWA VILLAGE (GARDEN SITE)	3 076 810	1 186 647	1 186 647	0%	0%
HAWSTON PROJECT-IRDP	9 372 599	20 241 026	18 005 511	0%	0%
Stormwater					
UPGRADE STORMWATER DRAINAGE	2 900 000	2 900 000	2 900 000	0%	0%
STORMWATER-TO PREVENT FLOODING OF RESIDENTIAL PROPERTIES	80 000	80 000	79 819	0%	0%

Capital Programme by Project: Year 2017/18					
R'					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
FISHERHAVEN -STORMWATER	150 000	150 000	125 572	-19%	-19%
STORMWATER (AD HOC)	20 000	50 000	49 796	0%	60%
HAWSTON HOUSING PROJECT BULK STORMWATER	3 900 000	10 190 000	7 776 647	-31%	50%
Waste Management					
REFUSE -DROP-OFF FACILITIES FOR DOMESTIC REFUSE	80 000	80 000	78 066	-2%	-2%
MINOR ASSETS -WASTE MANAGEMENT	10 000	10 000	6 600	-52%	-52%
VEHICLES-WASTE MANAGEMENT	1 500 000	1 469 836	1 467 257	0%	-2%
REFUSE DROP-OFFF FACILITIES-KLEINBAAI CONTRIBUTION TO COMMUNAL DOMESTIC REFUSE DROP-OFF	20 000	20 000	20 000	0%	0%
Roads					
IMPLEMENTATION OF TRAFFIC CALMING PROPOSALS	60 000	60 000	60 014	0%	0%
SPEED CALMING MEASURES	50 000	50 000	49 999	0%	0%
TRAFFIC CALMING - WESTCLIFF		100 000	95 470	-5%	100%
PATH WAYS THROUGH THE COMMONAGE IN WEST CLIFF	150 000	150 000	149 723	0%	0%
PAVING (IN FRONT OF THE SUPERETTE)	50 000	0		0%	0%
SIDEWALKS AT MOUNT PLEASANT		145 700	144 058	-1%	100%
SPEED HUMPS AT ALFRED NZO STREET	20 000	20 000	19 975	0%	0%
SIDE WALK & SPEED HUMPS AT NTLANZI STREET	220 000	220 000	219 864	0%	0%
SIDE WALK AND SPEED HUMPS AT MAHELA,PONOANE, NXUMALO,SALUKAZANA STREET	50 000	150 000	149 871	0%	67%
HAWSTON -SIDEWALK UPGRADE(NEW)	100 000	100 000	99 847	0%	0%
FORMALIZING OF PARKING AREA -COR. 4TH STREET AND 15TH AVENUE(NEW KERBS)	30 000	30 000	29 422	0%	0%
EXTENSION OF HEUNINGKLOOF FOOTPATH	100 000	100 000	93 376	0%	0%
SPEEDBUMPS -LOCATIONS TO BE IDENTIFIED (FIRST AREA 11TH STREET, PROTEADORP)	60 000	60 000	57 802	-4%	-4%
CONSTRUCTION OF SIDEWALKS(NEW)	50 000	50 000	47 834	-5%	-5%
RIVER FRONT AND WANDELPAD ENHANCEMENT	50 000	50 000	40 076	-25%	-25%
ATLANTIC DRIVE WALKWAY(NEW)	100 000	100 000	99 938	0%	0%
CYCLE LANE IN ONRUS MAIN ROAD (NEW)	70 000	70 000	46 825	-49%	-49%
PAVING OF JAN RABIE POOL PARKING AREA	90 000	90 000	89 996	0%	0%
MINOR ASSETS :ROADS	10 000	10 000	3 605	-177%	-177%
MINOR ASSETS -TRAFFIC	75 000	42 000	32 894	-28%	-128%
VEHICLES -ROADS	1 200 000	1 200 000	1 119 380	-7%	-7%
VEHICLES-TRAFFIC	880 000	913 000	900 836		
HAWSTON HOUSING PROJECT BUS ROUTE	4 000 000	6 240 000	4 865 353		
PROVINCIAL SUSTAINABLE TRANSPORT PROGRAMME		4 000 000	3 610 006	-11%	100%
SPORT FACILITIES					

Capital Programme by Project: Year 2017/18					
R'					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
UPGRADING OF WARD 5 PLAY PARK	48 000	48 000	43 929	-9%	-9%
SITTING PAVILLION FOR COACH AND RESERVE PLAYERS	100 000	100 000	95 425	-5%	-5%
PLAY PARK EQUIPMENT (OUTDOOR EQUIPMENT FOR MAIN BEACH)	70 000	70 000	70 000	0%	0%
MINOR ASSETS :COMMUNITY PARK (INCL.NURSERIES) (Brush cutters)	40 000	40 000	40 000	0%	0%
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES) (Brush cutters)	30 000	30 000	30 000	0%	0%
PLAY PARK EQUIPMENT(NEW WOODEN JUNGLE GYMS)	50 000	0		0%	0%
PLAY PARK EQUIPMENT		30 000	23 650	-27%	100%
IRRIGATION -SPORTSFIELD(PUMP, PIPELINE & CONTROL EQUIPMENT)	80 000	80 000	85 510	6%	6%
FENCING BAMBANI & SOPHUMELELE CORRIDOR PLAY PARKS (NEW)	77 000	77 000	77 000	0%	0%
FENCING OF BASKETBALL COURT JIKELEZA STREET (NEW)	100 000	100 000	99 965	0%	0%
FENCING OF ALONG SCHULPHOEK ROAD		503 164	501 408	0%	100%
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES)	52 000	52 000	50 129	-4%	-4%
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES)	100 000	100 000	93 091	-7%	-7%
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES)	48 000	48 000	45 903	-5%	-5%
HERMANUS SPORT COMPLEX	1 171 000	1 171 000	1 171 000	0%	0%
HERMANUS SPORT COMPLEX		4 000 000	3 000 000	-33%	100%
HAWSTON SPORT COMPLEX	300 000	0			
Public Safety					
FIRE HYDRANT/ FIRE TRUCK	50 000	50 000	49 258	-2%	-2%
MINOR ASSETS -FIRE BRIGADE & DISASTER MANAGEMENT	75 000	73 830	73 830	0%	-2%
FIRE SERVICES CAPACITY BUILDING GRANT PROJECT	800 000	795 180	795 180	0%	-1%
VEHICLES-FIRE SERVICES	1 200 000	1 206 590	1 206 508	0%	1%
UPGRADE OF EQUIPMENT FOR A GRADE LANE ROADWORTHY EQUIPMENT		569 113	287 380	-98%	100%
MUNICIPAL FARM: ALTERATIONS AND ADDITIONS	1 500 000	500 000	77 579	-545%	-1834%
INSTALLATION OF SURVEILLANCE CAMERA AT MANDELA STREET	223 000	0		0%	0%
Community & Social Services					
EXTENSION OF THUSONG CENTRE	1 495 000	0		0%	0%
MINOR ASSETS -CDW	20 500	15 240	15 240	0%	-35%
EXPANSION OF EXISTING CEMETERY	60 000	60 000	59 434	-1%	-1%
EARLY CHILDHOOD DEVELOPMENT-STRUCTURES	100 000	100 000	99 866	0%	0%
DISABLED TOILET SPORTSGROUNDS		30 000	21 843	-37%	100%
UPGRADING OF OVERHILLS COMMUNITY HALL	200 000	200 000	196 802	-2%	-2%
WALL/FENCE ALONG EAST END STREET	400 000	400 000	399 833	0%	0%
GRAVEYARD REINSTATEMENT/DEVELOPMENT KLEINMOND		200 000	191 986	-4%	100%

Capital Programme by Project: Year 2017/18					
R'					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
DEVELOPMENT OF REGIONAL CEMETERY	200 000	0		0%	0%
Planning & Development					
MINOR ASSETS:ECONOMIC DEVELOPMENT/PLANNING	25 000	24 610	24 602	0%	-2%
MINOR ASSETS:DIRECTOR:INFRASTRUCTURE & PLANNING	20 000	20 390	20 388	0%	2%
Finance & Administration					
UPGRADE OF MUNICIPAL YARD	60 000	60 000	57 280	-5%	-5%
MINOR ASSETS :FINANCE	30 000	36 450	36 427	0%	18%
MINOR ASSETS :FLEET MANAGEMENT	25 000	25 000	24 413	0%	0%
MINOR ASSETS :DIRECTOR:MANAGEMENT SERVICES	20 000	20 000	13 078		
VEHICLES-OPERATIONAL MANAGER:STANFORD	600 000	600 000	204 733	0%	0%
INFORMATION & COMMUNICATION TECHNOLOGY	1 620 000	1 613 550	1 592 713	-1%	-2%
VEHICLES -REFURBISHMENT OF ENGINES	350 000	0		0%	0%
Libraries					
HAWSTON LIBRARY UPGRADE	886 164	1 118 142	999 949	-12%	11%
KLEINMOND LIBRARY UPGRADE	245 826	551 858	140 676	0%	0%
Public Contributions					
OTHER			4 262 945	0%	0%
	97 647 977	**116 619 618**	**105 103 946**	-11%	7%

Appendix O: Capital Programme by Project by Ward: 2017/18

Capital Programme by Project by Ward: Year 2017/18		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
Water		
WATER FACILITIES (CONTINGENCY)	Overstrand	Yes
HAWSTON:BULK WATER UPGRADE FOR HOUSING PROJECT	Ward 08	No
REPLACE FRANSKRAAL WTW GENSET	Ward 02	Yes
NEW RESERVOIR FOR PRINGLE BAY	Ward 10	Yes
GREY WATER RETICULATION - SCHOOL SITE (PUMP PIPELINE & CONTROL EQUIPMENT)	Ward 02	Yes
MINOR ASSETS :WATER DISTRIBUTION	Overstrand	Yes
Sanitation/Sewerage		
UPGRADING OF PUMPSTATIONS	Overstrand	No

Capital Programme by Project by Ward: Year 2017/18		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
SEWERAGE FACILITIES (CONTINGENCY)	Overstrand	Yes
UPGRADING OF KIDBROOKE PIPELINE	Ward 13	No
WWTW UPGRADE - STANFORD	Ward 11	No
BULK SEWERAGE OUTFALL LINE 525 MM Ø OHS13.2	Ward 12	Yes
REHABILITATE MAIN BULK SEWER TO WWTW PH1	Ward 09	Yes
ADDITIONAL AERATOR AT KLEINMOND WWTW	Ward 09	Yes
VEHICLES-SEWERAGE	Overstrand	Yes
Electricity		
GANSBAAI:CCTV,SCADA,MINISUB AND MV/LV UPGRADE	Ward 02	Yes
ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	W 04,05,06	Yes
FISHERHAVEN -STREET LIGHTS	Ward 08	Yes
STREET LIGHTS	Ward 13	Yes
STREET LIGHTING MOOIUITSIG BETTY'S BAY	Ward 10	Yes
HERMANUS:MV & LV UPGRADE/REPLACEMENT	Ward 03	Yes
HERMANUS: MV & LV UPGRADE/REPLACEMENT	Ward 03	Yes
KLEINMOND: MV & LV NETWORK UPGRADE	Ward 09	Yes
HAWSTON: MV & LV UPGRADE/REPLACEMENT	Ward 08	Yes
MINOR ASSETS :ELECTRICITY- HM & KM	Overstrand	Yes
MINOR ASSETS :ELECTRICITY- GB& ST	Overstrand	Yes
AREA LIGHTING FOR ABLUTION FACILITIES	Overstrand	Yes
VEHICLES-ELECTRICITY	Overstrand	Yes
ELECTRICITY TRANSFORMERS(CAPITAL REPLACEMENT CONTINGENCY)	Overstrand	Yes
Housing		
BEVERLY HILLS PROJECT	Ward 02	No
ZWELIHLE PROJECT-TRANSIT CAMP(166)	Ward 05	Yes
BLOMPARK PROJECT	Ward 02	No
MANDELA SQUARE/MSHENXISWA VILLAGE (GARDEN SITE)	Ward 06	No
HAWSTON PROJECT-IRDP	Ward 08	Yes
Stormwater		
UPGRADE STORMWATER DRAINAGE	Ward 01	Yes
STORMWATER-TO PREVENT FLOODING OF RESIDENTIAL PROPERTIES	Ward 01	Yes
FISHERHAVEN -STORMWATER	Ward 08	Yes
STORMWATER (AD HOC)	Ward 11	Yes
HAWSTON HOUSING PROJECT BULK STORMWATER	Ward 08	No
Waste Management		
REFUSE -DROP-OFF FACILITIES FOR DOMESTIC REFUSE	Ward 01	Yes
MINOR ASSETS -WASTE MANAGEMENT	Overstrand	Yes
VEHICLES-WASTE MANAGEMENT	Overstrand	Yes

Capital Programme by Project by Ward: Year 2017/18		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
REFUSE DROP-OFFF FACILITIES-KLEINBAAI CONTRIBUTION TO COMMUNAL DOMESTIC REFUSE DROP-OFF	Ward 02	Yes
Roads		
IMPLEMENTATION OF TRAFFIC CALMING PROPOSALS	Ward 02	Yes
SPEED CALMING MEASURES	Ward 04	Yes
TRAFFIC CALMING - WESTCLIFF	Ward 04	Yes
PATH WAYS THROUGH THE COMMONAGE IN WEST CLIFF	Ward 04	Yes
PAVING (IN FRONT OF THE SUPERETTE)	Ward 04	Yes
SIDEWALKS AT MOUNT PLEASANT	Ward 04	Yes
SPEED HUMPS AT ALFRED NZO STREET	Ward 05	Yes
SIDE WALK & SPEED HUMPS AT NTLANZI STREET	Ward 05	Yes
SIDE WALK AND SPEED HUMPS AT MAHELA,PONOANE, NXUMALO,SALUKAZANA STREET	Ward 06	Yes
HAWSTON -SIDEWALK UPGRADE(NEW)	Ward 08	Yes
FORMALIZING OF PARKING AREA -COR. 4TH STREET AND 15TH AVENUE(NEW KERBS)	Ward 09	Yes
EXTENSION OF HEUNINGKLOOF FOOTPATH	Ward 09	Yes
SPEEDBUMPS -LOCATIONS TO BE IDENTIFIED (FIRST AREA 11TH STREET, PROTEADORP)	Ward 09	Yes
CONSTRUCTION OF SIDEWALKS(NEW)	Ward 10	Yes
RIVER FRONT AND WANDELPAD ENHANCEMENT	Ward 11	Yes
ATLANTIC DRIVE WALKWAY(NEW)	Ward 13	Yes
CYCLE LANE IN ONRUS MAIN ROAD (NEW)	Ward 13	Yes
PAVING OF JAN RABIE POOL PARKING AREA	Ward 13	Yes
MINOR ASSETS :ROADS	Overstrand	Yes
MINOR ASSETS -TRAFFIC	Overstrand	Yes
VEHICLES -ROADS	Overstrand	Yes
VEHICLES-TRAFFIC	Overstrand	Yes
HAWSTON HOUSING PROJECT BUS ROUTE	Ward 08	No
PROVINCIAL SUSTAINABLE TRANSPORT PROGRAMME	Overstrand	No
SPORT FACILITIES		
UPGRADING OF WARD 5 PLAY PARK	Ward 05	Yes
SITTING PAVILLION FOR COACH AND RESERVE PLAYERS	Ward 06	Yes
PLAY PARK EQUIPMENT (OUTDOOR EQUIPMENT FOR MAIN BEACH)	Ward 09	Yes
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES) (Brush cutters)	Ward 09	Yes
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES) (Brush cutters)	Ward 10	Yes
PLAY PARK EQUIPMENT(NEW WOODEN JUNGLE GYMS)	Ward 10	Yes
PLAY PARK EQUIPMENT	Ward 10	Yes
IRRIGATION -SPORTSFIELD(PUMP, PIPELINE & CONTROL EQUIPMENT)	Ward 11	Yes
FENCING BAMBANI & SOPHUMELELE CORRIDOR PLAY PARKS (NEW)	Ward 12	Yes
FENCING OF BASKETBALL COURT JIKELEZA STREET (NEW)	Ward 12	Yes
FENCING OF ALONG SCHULPHOEK ROAD	Ward 07	Yes
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES)	Overstrand	Yes

Capital Programme by Project by Ward: Year 2017/18		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES)	Overstrand	Yes
MINOR ASSETS :COMMUNITY PARK(INCL.NURSERIES)	Overstrand	Yes
HERMANUS SPORT COMPLEX	Ward 03	No
Public Safety		
FIRE HYDRANT/ FIRE TRUCK	Ward 11	Yes
MINOR ASSETS -FIRE BRIGADE & DISASTER MANAGEMENT	Overstrand	Yes
FIRE SERVICES CAPACITY BUILDING GRANT PROJECT	Overstrand	Yes
VEHICLES-FIRE SERVICES	Overstrand	Yes
UPGRADE OF EQUIPMENT FOR A GRADE LANE ROADWORTHY EQUIPMENT	Overstrand	Yes
MUNICIPAL FARM: ALTERATIONS AND ADDITIONS	Ward 04	No
INSTALLATION OF SURVEILLANCE CAMERA AT MANDELA STREET	Ward 12	Yes
Community & Social Services		
EXTENSION OF THUSONG CENTRE	Ward 08	Yes
MINOR ASSETS -CDW	Overstrand	Yes
EXPANSION OF EXISTING CEMETERY	Ward 02	Yes
EARLY CHILDHOOD DEVELOPMENT-STRUCTURES	Ward 02	Yes
DISABLED TOILET SPORTSGROUNDS	Ward 04	Yes
UPGRADING OF OVERHILLS COMMUNITY HALL	Ward 10	Yes
WALL/FENCE ALONG EAST END STREET	Ward 07	Yes
GRAVEYARD REINSTATEMENT/DEVELOPMENT KLEINMOND	Ward 09	Yes
DEVELOPMENT OF REGIONAL CEMETERY	Overstrand	Yes
Planning & Development		
MINOR ASSETS:ECONOMIC DEVELOPMENT/PLANNING	Overstrand	Yes
MINOR ASSETS:DIRECTOR:INFRASTRUCTURE & PLANNING	Overstrand	Yes
Finance & Administration	Ward 02	Yes
UPGRADE OF MUNICIPAL YARD	Overstrand	Yes
MINOR ASSETS :FINANCE	Overstrand	Yes
MINOR ASSETS :FLEET MANAGEMENT	Overstrand	Yes
MINOR ASSETS :DIRECTOR:MANAGEMENT SERVICES	Overstrand	Yes
VEHICLES-OPERATIONAL MANAGER:STANFORD	Overstrand	No
INFORMATION & COMMUNICATION TECHNOLOGY	Overstrand	Yes
VEHICLES -REFURBISHMENT OF ENGINES		
Libraries		
HAWSTON LIBRARY UPGRADE	Ward 08	No
KLEINMOND LIBRARY UPGRADE	Ward 09	No

Capital Programme by Project by Ward: Year 2017/18		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
		T O

Appendix Q: Service Backlogs experience by the Community where another Sphere of Government is the Service Provider

Service Backlogs Experienced by the Community where another Sphere of Government is the Service Provider (where the municipality whether or not act on agency basis)		
Services and Locations	**Scale of backlogs**	**Impact of backlogs**
Housing:	The current backlog 30 June 2017 is **7814** applicants. The Municipality managed to deliver **409** new houses in Hermanus. We however experienced an increase in the housing demand of **8%** since 1 July 2017. The increase is mainly due to the registration of informal settlement residents on the housing demand data base.	The backlog continues to place pressure on Council's infrastructure and financial capacity to compliment housing delivery, which results in the increased provision of emergency housing in affected communities. It can contribute to civil intolerance and protest action.
Sports Fields:	The over-use of our grass turfs by sports clubs makes it almost virtually impossible to maintain our fields (soccer) in Zwelihle. Therefore, the demand for artificial turf is inevitably increasing.	Overstrand Municipality continues to engage sport structures from different communities to establish master plans. The Master Plans guide the municipality in terms of resource allocation to address its challenges based on the priorities.

Appendix R: Declaration of Loans and Grants made by the municipality: 2017/18

Declaration of Loans and Grants made by the municipality: Year 2017/18					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	**Nature of project**	**Conditions attached to funding**	**Value Year 2017/18 R' 000**	**Total Amount committed over previous and future years**	
				2016/17	**2018/19**
Maatskaplike Dienste Hermanus	Grant-in-aid	None		–	
Overstrand Association for People with Disabilities	Grant-in-aid	None	25	–	20
Ikamva	Grant-in-aid	None		–	
Whale Coast Conservation	Grant-in-aid	None	26	30	–
Hermanus Botanical Society	Grant-in-aid	None	7	9	7

Declaration of Loans and Grants made by the municipality: Year 2017/18					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 2017/18 R' 000	Total Amount committed over previous and future years	
				2016/17	2018/19
Kleimond Child Welfare	Grant-in-aid	None		–	20
Overstrand Hospice	Grant-in-aid	None	25	30	18
Hangklip Community Care Centre	Grant-in-aid	None		–	
Recycle Swop Shop	Grant-in-aid	None	–	20	20
Siyazama Service Centre for the Aged	Grant-in-aid	None		–	
Overberg Wheelchair Association	Grant-in-aid	None		–	15
Overstrand Arts	Grant-in-aid	None	–	23	
National Sea Rescue Institute	Grant-in-aid	None		–	30
GCA	Grant-in-aid	None		–	
Badisa Herberg- aan- see	Grant-in-aid	None		–	25
Hermanus Hacking Group	Grant-in-aid	None		–	12
Camphill School	Grant-in-aid	None	30	–	–
Stanford Animal welfare	Grant-in-aid	None		–	
Flower Valley Conservation Trust	Grant-in-aid	None		–	
Kids @ the Centre	Grant-in-aid	None		–	20
Strandlopertjie Bewaarskool	Grant-in-aid	None		–	
Narrative Foundation	Grant-in-aid	None	25	35	20
Camphill Farm Community	Grant-in-aid	None	18	–	18
Pearly Shell Service Centre	Grant-in-aid	None	–	9	
RDP Training Centre	Grant-in-aid	None	–	10	
Hermanus Night Shelter	Grant-in-aid	None	–	15	12
Blommeland Day Care	Grant-in-aid	None	–	5	
Whale Coast 96 FM	Grant-in-aid	None	–	8	
Pearly Beach Conservancy	Grant-in-aid	None	–	15	16
Women Action Group	Grant-in-aid	None	–	10	

Declaration of Loans and Grants made by the municipality: Year 2017/18					
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 2017/18 R' 000	Total Amount committed over previous and future years	
				2016/17	2018/19
Stanford Conservation	Grant-in-aid	None	–	20	20
Dyer Island Conservation Trust	Grant-in-aid	None	–	25	
Grootbos Green Futures Foundation	Grant-in-aid	None	25	15	–
Enlighten Education Trust	Grant-in-aid	Management	–	–	
Cancer Association of SA	Grant-in-aid	None		–	
Sustainable Futures Trust	Grant-in-aid	None	14		30
Child Welfare Hermanus	Grant-in-aid	None			30
Overberg Aquatic Club					25
Franskraal Bowling Club					10
Hermanus, Stanford en Gansbaai Maatskaplike Dienste	Grant-in-aid	None			–
Overstrand Child and Youth Care Centre			11		
Social Services Hermanus			25		
Gansbaai day care for children	Grant-in-aid	None	30		–
Mayor's Charity Fund					132
Hermanus Rainbow Trust					–
Cape Nature Conservation	Donation/transfers made	Management		–	
Veolia	In-kind donations	None		–	
Sale of land	In-kind donations	None	–	–	–
Indigent Grant	Indigent Grant	Have to comply	–	–	–

Appendix S: MFMA Section 71 Returns Not Made During 2017/18 According to Reporting Requirements

MFMA Section 71 Returns Not Made During Year 1 According to Reporting Requirements	
Return	**Reason Return has not been properly made on due date**
All Returns were submitted as required by s71 of the MFMA	-

Appendix T: National and Provincial Outcomes for Local Government

N/A

ANNEXURE A:
FINANCIAL STATEMENTS

Overstrand Municipality

Audited Annual Financial Statements
for the year ended 30 June 2018

AUDITOR-GENERAL
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OVERSTRAND MUNICIPALITY
AUDITED ANNUAL FINANCIAL STATEMENTS

for the year ended 30 June 2018

APPROVAL OF THE AUDITED ANNUAL FINANCIAL STATEMENTS

I am responsible for the preparation of these annual financial statements, which are set out on pages 1 to 67, in terms of Section 126(1)(a) of the Municipal Finance Management Act and which I have signed on behalf of the Municipality.

I certify that the salaries, allowances and benefits of Councillors, loans made to Councillors, if any, and payments made to Councillors for loss of office, if any, as disclosed in the notes of these annual financial statement are within the upper limits of the framework envisaged in Section 219 of the Constitution, read with the Remuneration of Public Office Bearers Act and the Minister of Provincial and Local Government's determination in accordance with this Act.

CC Groenewald
Municipal Manager

20 November 2018

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Overstrand Municipality

Audited Annual Financial Statements for the year ended 30 June 2018

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Statement of Financial Position as at 30 June 2018

Figures in Rand	Note(s)	2018	2017 Restated*
Assets			
Current Assets			
Inventories	9	50,094,533	35,438,098
Operating lease asset		722,533	1,102,329
Receivables from exchange transactions	10	25,188,771	23,906,076
Receivables from non-exchange transactions	11	20,435,970	16,009,479
VAT receivable	12	6,872,433	6,352,495
Consumer debtors	13	63,126,279	62,128,564
Long term receivables	8	10,277	12,029
Cash and cash equivalents	14	474,967,328	259,814,632
		641,418,124	**404,763,702**
Non-Current Assets			
Investment property	2	114,846,000	155,268,500
Property, plant and equipment	3	3,345,285,384	3,378,479,047
Intangible assets	4	6,698,891	6,287,239
Heritage assets	5	124,182,197	124,182,198
Other financial assets	6	44,594,781	37,981,526
Long term receivables	8	20,081	26,593
		3,635,627,334	**3,702,225,103**
Total Assets		**4,277,045,458**	**4,106,988,805**
Liabilities			
Current Liabilities			
Other financial liabilities	16	33,448,403	29,579,649
Payables from exchange transactions	18	97,006,590	79,318,587
Consumer deposits	19	38,462,167	37,038,984
Employee benefit obligation	7	3,643,627	3,185,040
Unspent conditional grants and receipts	15	21,872,199	6,474,277
Provisions	17	26,146,544	24,609,638
		220,579,530	**180,206,175**
Non-Current Liabilities			
Other financial liabilities	16	408,657,652	412,494,996
Employee benefit obligation	7	98,747,053	122,587,950
Provisions	17	106,303,622	94,550,226
		613,708,327	**629,633,172**
Total Liabilities		**834,287,857**	**809,839,347**
Net Assets		**3,442,757,601**	**3,297,149,458**
Reserves			
Housing development fund		3,258,817	3,251,243
Accumulated surplus		3,439,498,784	3,293,898,215
Total Net Assets		**3,442,757,601**	**3,297,149,458**

* See Note 43

AUDITOR-GENERAL SOUTH AFRICA
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Statement of Financial Performance

Figures in Rand	Note(s)	2018	2017 Restated*
Revenue			
Revenue from exchange transactions			
Service charges	21	590,194,473	571,114,154
Rental of facilities and equipment		12,324,087	11,612,883
Agency services		4,148,923	3,480,172
Licences and permits		2,526,908	2,524,823
Other income	24	23,070,881	24,216,439
Interest received	29	33,307,513	23,018,028
Total revenue from exchange transactions		**665,572,785**	**635,966,499**
Revenue from non-exchange transactions			
Taxation revenue			
Property rates	20	214,845,385	197,104,203
Property rates - penalties imposed	20	866,642	481,635
Transfer revenue			
Government grants and subsidies	22	180,668,797	148,092,908
Public contributions and donations	23	4,847,307	10,489,546
Fines, Penalties and Forfeits		31,633,676	38,232,937
Total revenue from non-exchange transactions		**432,861,807**	**394,401,229**
Total revenue		**1,098,434,592**	**1,030,367,728**
Expenditure			
Employee costs	26	(296,535,978)	(302,362,958)
Remuneration of councillors	27	(10,137,691)	(9,265,293)
Depreciation and amortisation	31	(130,034,485)	(124,855,858)
Impairment loss	32	(4,365,588)	(7,675,652)
Finance costs	33	(46,128,610)	(45,913,148)
Lease rentals on operating lease		(590,933)	(549,125)
Debt Impairment	28	(18,012,606)	(22,221,144)
Materials		(38,054,292)	(48,818,368)
Bulk purchases	38	(225,843,568)	(217,522,905)
Contracted services	36	(167,065,075)	(155,725,703)
Transfers and Subsidies	37	(1,800,008)	(1,898,332)
General expenses	25	(54,883,767)	(50,081,554)
Total expenditure		**(993,452,601)**	**(986,890,040)**
Operating surplus		**104,981,991**	**43,477,688**
Gain / (loss) on disposal of assets and liabilities		28,077,096	(8,132,724)
Fair value adjustments	30	10,976,754	6,242,014
		39,053,850	**(1,890,710)**
Surplus for the year		**144,035,841**	**41,586,978**

* See Note 43

AUDITOR-GENERAL SOUTH AFRICA
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Statement of Changes in Net Assets

Figures in Rand	Housing development fund	Accumulated surplus	Total net assets
Opening balance at 01 July 2016 as previously reported	2,176,896	3,256,151,574	3,258,328,470
Adjustments			
Prior year adjustments	-	(5,775,137)	(5,775,137)
Balance at 01 July 2016 as restated*	**2,176,896**	**3,250,376,437**	**3,252,553,333**
Changes in net assets			
(Deficit) / surplus for the year	-	41,586,978	41,586,978
Transfer to / (from) housing development fund	1,074,347	-	1,074,347
Transfer to / (from) self insurance fund	-	1,934,800	1,934,800
Total changes	1,074,347	43,521,778	44,596,125
Opening balance at 01 July 2017 as previously reported	3,251,243	3,297,199,938	3,300,451,181
Adjustments			
Prior year adjustments	-	(3,301,725)	(3,301,725)
Balance at 01 July 2017 as restated*	**3,251,243**	**3,293,898,213**	**3,297,149,456**
Changes in net assets			
(Deficit) / surplus for the year	-	144,035,841	144,035,841
Transfer to / (from) housing development fund	7,574	-	7,574
Transfer to / (from) self insurance fund	-	1,564,730	1,564,730
Total changes	7,574	145,600,571	145,608,145
Balance at 30 June 2018	**3,258,817**	**3,439,498,784**	**3,442,757,601**

Note(s)

* See Note 43

AUDITOR-GENERAL SOUTH AFRICA
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Cash Flow Statement

Figures in Rand	Note(s)	2018	2017 Restated*
Cash flows from operating activities			
Receipts			
Taxation		213,851,465	195,732,790
Sale of goods and services		590,836,472	561,634,174
Grants		196,066,719	153,188,345
Interest income		33,307,513	23,018,028
Other receipts		74,346,486	70,840,940
Movement in housing development fund and self insurance fund		1,572,304	3,009,146
		1,109,980,959	1,007,423,423
Payments			
Employee costs		(319,918,288)	(289,778,433)
Suppliers		(225,843,568)	(217,522,905)
Finance costs		(46,128,610)	(45,910,068)
Other payments		(274,222,503)	(285,827,941)
		(866,112,969)	(839,039,347)
Net cash flows to operating activities	39	**243,867,990**	**168,384,076**
Cash flows from investing activities			
Purchase of property, plant and equipment	3	(103,648,979)	(84,483,121)
Proceeds from sale of property, plant and equipment	3	5,739,687	2,152,533
Purchase of investment property	2	(488,000)	-
Proceeds from sale of investment property	2	75,692,748	790,000
Purchase of intangible assets	4	(1,070,423)	(22,195)
Movement in financial assets		(4,980,001)	(4,979,999)
Movement in long term receivables		8,264	15,147
Net cash flows from investing activities		**(28,746,704)**	**(86,527,635)**
Cash flows from financing activities			
Movement in other financial liabilities		31,410	3,240,752
Movement in finance leases		-	(63,048)
Net cash flows from financing activities		**31,410**	**3,177,704**
Net increase/(decrease) in cash and cash equivalents		**215,152,696**	**85,034,145**
Cash and cash equivalents at the beginning of the year		259,814,632	174,780,487
Cash and cash equivalents at the end of the year	14	**474,967,328**	**259,814,632**

* See Note 43

AUDITOR-GENERAL SOUTH AFRICA
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Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

Figures in Rand	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
Statement of Financial Performance						
Revenue						
Revenue from exchange transactions						
Service charges	577,647,578	8,500,000	**586,147,578**	590,194,473	**4,046,895**	54
Rental of facilities and equipment	4,933,100	1	**4,933,101**	12,324,087	**7,390,986**	54
Agency services	3,418,500	-	**3,418,500**	4,148,923	**730,423**	54
Licences and permits	2,374,000	(1)	**2,373,999**	2,526,908	**152,909**	54
Other income	27,946,040	(894,500)	**27,051,540**	23,070,881	**(3,980,659)**	54
Interest received	17,164,700	5,498,500	**22,663,200**	33,307,513	**10,644,313**	54
Total revenue from exchange transactions	**633,483,918**	**13,104,000**	**646,587,918**	**665,572,785**	**18,984,867**	
Revenue from non-exchange transactions						
Taxation revenue						
Property rates	212,784,400	1,967,386	**214,751,786**	214,845,385	**93,599**	54
Property rates - penalties imposed	-	-	**-**	866,642	**866,642**	54
Transfer revenue						
Government grants and subsidies	161,528,389	41,129,771	**202,658,160**	180,668,797	**(21,989,363)**	54
Public contributions and donations	-	-	**-**	4,847,307	**4,847,307**	54
Fines, Penalties and Forfeits	33,260,000	1,000	**33,261,000**	31,633,676	**(1,627,324)**	54
Total revenue from non-exchange transactions	**407,572,789**	**43,098,157**	**450,670,946**	**432,861,807**	**(17,809,139)**	
Total revenue	**1,041,056,707**	**56,202,157**	**1,097,258,864**	**1,098,434,592**	**1,175,728**	
Expenditure						
Employee costs	(333,224,515)	4,059,788	**(329,164,727)**	(296,535,978)	**32,628,749**	54
Remuneration of councillors	(10,052,712)	(200,202)	**(10,252,914)**	(10,137,691)	**115,223**	54
Depreciation and amortisation	(130,286,709)	-	**(130,286,709)**	(130,034,485)	**252,224**	54
Impairment loss/ Reversal of impairments	-	-	**-**	(4,365,588)	**(4,365,588)**	54
Finance costs	(47,440,025)	-	**(47,440,025)**	(46,128,610)	**1,311,415**	54
Lease rentals on operating lease	-	-	**-**	(590,933)	**(590,933)**	54
Debt impairment	(22,792,000)	-	**(22,792,000)**	(18,012,606)	**4,779,394**	54
Materials	(49,646,563)	(7,443,282)	**(57,089,845)**	(38,054,292)	**19,035,553**	54
Bulk purchases	(211,446,707)	(5,000,000)	**(216,446,707)**	(225,843,568)	**(9,396,861)**	54
Contracted services	(173,423,539)	(5,036,256)	**(178,459,795)**	(167,065,075)	**11,394,720**	54
Transfers and Subsidies	(1,778,378)	-	**(1,778,378)**	(1,800,008)	**(21,630)**	54
General expenses	(57,710,043)	(775,532)	**(58,485,575)**	(54,883,771)	**3,601,804**	54
Total expenditure	**(1,037,801,191)**	**(14,395,484)**	**(1,052,196,675)**	**(993,452,605)**	**58,744,070**	
Operating surplus	**3,255,516**	**41,806,673**	**45,062,189**	**104,981,987**	**59,919,798**	
Gain on disposal of assets and liabilities	-	23,822,611	**23,822,611**	28,077,096	**4,254,485**	54
Fair value adjustments	-	-	**-**	10,976,754	**10,976,754**	54
	-	**23,822,611**	**23,822,611**	**39,053,850**	**15,231,239**	
Surplus before taxation	**3,255,516**	**65,629,284**	**68,884,800**	**144,035,837**	**75,151,037**	
Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement	**3,255,516**	**65,629,284**	**68,884,800**	**144,035,837**	**75,151,037**	

AUDITOR-GENERAL SOUTH AFRICA
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Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

Figures in Rand	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
Statement of Financial Position						
Assets						
Current Assets						
Inventories	15,029,828	-	**15,029,828**	50,094,533	**35,064,705**	54
Operating lease asset	-	-	**-**	722,533	**722,533**	54
Receivables from exchange transactions	49,874,213	-	**49,874,213**	25,188,771	**(24,685,442)**	54
Receivables from non-exchange transactions	-	-	**-**	20,435,970	**20,435,970**	54
VAT receivable	-	-	**-**	6,872,433	**6,872,433**	54
Consumer debtors	72,587,575	-	**72,587,575**	63,126,279	**(9,461,296)**	54
Long term receivables	10,277	-	**10,277**	10,277	**-**	54
Cash and cash equivalents	214,936,017	167,523,544	**382,459,561**	474,967,328	**92,507,767**	54
	352,437,910	**167,523,544**	**519,961,454**	**641,418,124**	**121,456,670**	
Non-Current Assets						
Investment property	152,550,000	(50,685,000)	**101,865,000**	114,846,000	**12,981,000**	54
Property, plant and equipment	3,479,176,346	16,661,027	**3,495,837,373**	3,345,285,384	**(150,551,989)**	54
Intangible assets	5,941,574	-	**5,941,574**	6,698,891	**757,317**	54
Heritage assets	-	-	**-**	124,182,197	**124,182,197**	54
Other financial assets	43,421,818	-	**43,421,818**	44,594,781	**1,172,963**	54
Long term receivables	20,082	-	**20,082**	20,081	**(1)**	54
	3,681,109,820	**(34,023,973)**	**3,647,085,847**	**3,635,627,334**	**(11,458,513)**	
Total Assets	**4,033,547,730**	**133,499,571**	**4,167,047,301**	**4,277,045,458**	**109,998,157**	
Liabilities						
Current Liabilities						
Other financial liabilities	33,046,708	-	**33,046,708**	33,448,403	**401,695**	54
Payables from exchange transactions	73,773,134	-	**73,773,134**	97,006,590	**23,233,456**	54
Consumer deposits	49,214,517	-	**49,214,517**	38,462,167	**(10,752,350)**	54
Employee benefit obligation	-	-	**-**	3,643,627	**3,643,627**	54
Unspent conditional grants and receipts	-	-	**-**	21,872,199	**21,872,199**	54
Provisions	30,432,031	-	**30,432,031**	26,146,544	**(4,285,487)**	54
	186,466,390	**-**	**186,466,390**	**220,579,530**	**34,113,140**	
Non-Current Liabilities						
Other financial liabilities	409,051,653	-	**409,051,653**	408,657,652	**(394,001)**	54
Employee benefit obligation	-	-	**-**	98,747,053	**98,747,053**	54
Provisions	229,153,084	-	**229,153,084**	106,303,622	**(122,849,462)**	54
	638,204,737	**-**	**638,204,737**	**613,708,327**	**(24,496,410)**	
Total Liabilities	**824,671,127**	**-**	**824,671,127**	**834,287,857**	**9,616,730**	
Net Assets	**3,208,876,603**	**133,499,571**	**3,342,376,174**	**3,442,757,601**	**100,381,427**	
Reserves						
Housing development fund	2,440,264	-	**2,440,264**	3,258,817	**818,553**	54
Accumulated surplus	3,206,436,339	133,499,571	**3,339,935,910**	3,439,498,784	**99,562,874**	54
Total Net Assets	**3,208,876,603**	**133,499,571**	**3,342,376,174**	**3,442,757,601**	**100,381,427**	

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Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

Figures in Rand	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
Cash Flow Statement						
Cash flows from operating activities						
Receipts						
Taxation	211,274,548	1,972,484	**213,247,032**	213,851,465	**604,433**	54
Sale of goods and services	576,334,498	8,494,486	**584,828,984**	590,836,472	**6,007,488**	54
Grants	161,528,389	41,131,270	**202,659,659**	196,066,719	**(6,592,940)**	54
Interest income	17,164,700	5,498,500	**22,663,200**	33,307,513	**10,644,313**	54
Other receipts	67,760,953	(2,194,584)	**65,566,369**	74,346,486	**8,780,117**	54
Movement in housing development fund and self insurance fund	-	-	**-**	1,572,304	**1,572,304**	54
	1,034,063,088	**54,902,156**	**1,088,965,244**	**1,109,980,959**	**21,015,715**	
Payments						
Employee costs	(333,224,515)	4,059,788	**(329,164,727)**	(319,918,288)	**9,246,439**	54
Suppliers	(211,446,707)	(5,000,000)	**(216,446,707)**	(225,843,568)	**(9,396,861)**	54
Finance costs	(47,440,025)	-	**(47,440,025)**	(46,128,610)	**1,311,415**	54
Other payments	(315,327,583)	(12,563,119)	**(327,890,702)**	(274,222,503)	**53,668,199**	54
	(907,438,830)	**(13,503,331)**	**(920,942,161)**	**(866,112,969)**	**54,829,192**	
Net cash flows from operating activities	**126,624,258**	**41,398,825**	**168,023,083**	**243,867,990**	**75,844,907**	
Cash flows from investing activities						
Purchase of property, plant and equipment	(97,647,977)	(18,971,641)	**(116,619,618)**	(103,648,979)	**12,970,639**	54
Proceeds from sale of property, plant and equipment	-	-	**-**	5,739,687	**5,739,687**	54
Purchase of investment property	-	-	**-**	(488,000)	**(488,000)**	54
Proceeds from sale of investment property	-	76,818,225	**76,818,225**	75,692,748	**(1,125,477)**	54
Purchase of intangible assets	-	-	**-**	(1,070,423)	**(1,070,423)**	54
Movement in financial assets	(6,019,068)	-	**(6,019,068)**	(4,980,001)	**1,039,067**	54
Movement in long term receivables	10,678	-	**10,678**	8,264	**(2,414)**	54
Net cash flows from investing activities	**(103,656,367)**	**57,846,584**	**(45,809,783)**	**(28,746,704)**	**17,063,079**	
Cash flows from financing activities						
Movement in other financial liabilities	23,980	407,847	**431,827**	31,410	**(400,417)**	54
Net increase/(decrease) in cash and cash equivalents	22,991,871	99,653,256	**122,645,127**	215,152,696	**92,507,569**	54
Cash and cash equivalents at the beginning of the year	191,944,145	67,870,288	**259,814,433**	259,814,632	**199**	54
Cash and cash equivalents at the end of the year	**214,936,016**	**167,523,544**	**382,459,560**	**474,967,328**	**92,507,768**	

AUDITOR-GENERAL SOUTH AFRICA
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Accounting Policies

1. Presentation of Audited Annual Financial Statements

The audited annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) including any interpretations, guidelines and directives issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act, (Act no. 56 of 2003).

These audited annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise.

The financial statements have been prepared on a going-concern basis.

A summary of the significant accounting policies, which have been consistently applied in the preparation of these audited annual financial statements, are disclosed below.

1.1 Presentation currency

These audited annual financial statements are presented in South African Rand and rounded off to the nearest Rand, which is the functional currency of the municipality.

1.2 Significant judgements and sources of estimation uncertainty

In preparing the audited annual financial statements, management is required to make estimates and assumptions that affect the amounts represented in the audited annual financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. Actual results in the future could differ from these estimates which may be material to the audited annual financial statements. Significant judgements include:

Impairment testing

The municipality reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. Assets are grouped at the lowest level for which identifiable cash flows are largely independent of cash flows of other assets and liabilities. If there are indications that impairment may have occurred, estimates are prepared of expected future cash flows for each group of assets. Expected future cash flows used to determine the value in use of goodwill and tangible assets are inherently uncertain and could materially change over time. They are significantly affected by a number of factors.

Provisions

Provisions were raised and management determined an estimate based on the information available. Additional disclosure of these estimates of provisions are included in note 17 - Provisions.

Useful lives of infrastructure and other assets

The municipality's management determines the estimated useful lives and related depreciation charges for the waste water and water networks. This estimate is based on industry norm. Management will increase the depreciation charge where useful lives are less than previously estimated useful lives.

Post retirement benefits

The present value of the post retirement obligation depends on a number of factors that are determined on an actuarial basis using a number of assumptions. The assumptions used in determining the net cost (income) include the discount rate. Any changes in these assumptions will impact on the carrying amount of post retirement obligations.

Receivables from non-exchange transactions

Management made key assumptions and estimations to determine the initial recognition and measurement of revenue on fines using estimated reductions based on historical information.

AUDITOR-GENERAL SOUTH AFRICA
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Accounting Policies

1.3 Investment property

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, rather than for:

- use in the production or supply of goods or services or for
- administrative purposes, or
- sale in the ordinary course of operations.

Owner-occupied property is property held for use in the production or supply of goods or services or for administrative purposes.

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

Where investment property is acquired through a non-exchange transaction, its cost is its fair value as at the date of acquisition.

Fair value

Subsequent to initial measurement investment property is measured at fair value.

The fair value of investment property reflects market conditions at the reporting date.

A gain or loss arising from a change in fair value is included in net surplus or deficit for the period in which it arises.

Investment property is derecognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal.

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable.

Property interests held under operating leases are classified and accounted for as investment property.

When classification is difficult, the criteria used to distinguish investment property from owner-occupied property and from property held for sale in the ordinary course of operations, are as follows:

- All properties held to earn market-related rentals or for capital appreciation or both and that are not for administrative purposes and that will not be sold in the orinary course of operations are classified as Investment Properties.
- Land held for currently undetermined future use.
- Leases properties that are held to provide a social (community) service or that are necessary for employees to perform their job functions, but which also generates rental revenue are not seen as Investment Properties. The rental revenue generated is incidental to the purposes for which the property is held.

1.4 Property, plant and equipment

Property, plant and equipment is initially measured at cost.

The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Trade discounts and rebates are deducted in arriving at the cost.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or assets, or a combination of assets and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

Property, plant and equipment is depreciated on the straight line basis over their expected useful lives to their estimated residual value.

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1.4 Property, plant and equipment (continued)

The useful lives of items of property, plant and equipment have been assessed as follows:

Item	Average useful life
Buildings	5 to 30
Furniture and fixtures	3 to 15
Motor vehicles	4 to 10
Office equipment	3 to 15
Infrastructure	
• Roads	3 to 60
• Pedestrian malls	25 to 80
• Electricity	3 to 60
• Water	5 to 100
• Sewerage	10 to 60
• Housing	30
Bins and containers	10 to 15

The residual value, the useful life and depreciation method of each asset are reviewed at least at the end of each reporting date. If the expectations differ from previous estimates, the change is accounted for as a change in accounting estimate.

Reviewing the useful life of an asset on an annual basis does not require the entity to amend the previous estimate unless expectations differ from the previous estimate.

Items of property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use or disposal of the asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in surplus or deficit when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

Land is not depreciated as it is deemed to have an indefinite useful life.

Incomplete construction work is stated at historical cost. Depreciation only commences when the asset is available for use.

1.5 Intangible assets

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from an entity and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the municipality or from other rights and obligations.

Intangible assets are initially recognised at cost.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows or service potential. Amortisation is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

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Accounting Policies

1.5 Intangible assets (continued)

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Item	Average useful life in years
Computer software, other	2 to 5

Intangible assets are derecognised:

- on disposal; or
- when no future economic benefits or service potential are expected from its use or disposal.

1.6 Heritage assets

Class of heritage assets means a grouping of heritage assets of a similar nature or function in a municipality's operations that is shown as a single item for the purpose of disclosure in the audited annual financial statements.

Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised in accordance with the specific requirements of other Standards of GRAP.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Heritage assets are assets that have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

An inalienable item is an asset that a municipality is required by law or otherwise to retain indefinitely and cannot be disposed of without consent.

The Municipality classifies assets as heritage assets where the significance as a heritage asset can be determined. In regards to land and buildings all graded sites are classified a Heritage Assets. Furthermore land with a natural significance is not componentised but seen as a single Heritage asset due to all parts contributing together to make up its significance.

Recognition

The municipality recognises a heritage asset as an asset if it is probable that future economic benefits or service potential associated with the asset will flow to the municipality, and the cost or fair value of the asset can be measured reliably.

Initial measurement

Heritage assets are measured at cost.

Where a heritage asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

Subsequent measurement

After recognition as an asset, a class of heritage assets is carried at its cost less any accumulated impairment losses.

Impairment

The municipality assess at each reporting date whether there is an indication that it may be impaired. If any such indication exists, the municipality estimates the recoverable amount or the recoverable service amount of the heritage asset.

Transfers

Transfers from heritage assets are only made when the particular asset no longer meets the definition of a heritage asset.

Transfers to heritage assets are only made when the asset meets the definition of a heritage asset.

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1.6 Heritage assets (continued)

Derecognition

The municipality derecognises heritage assets on disposal, or when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of a heritage asset is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the heritage asset. Such difference is recognised in surplus or deficit when the heritage asset is derecognised.

1.7 Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or a residual interest of another entity.

The amortised cost of a financial asset or financial liability is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction (directly or through the use of an allowance account) for impairment or uncollectibility.

Derecognition is the removal of a previously recognised financial asset or financial liability from a entity's statement of financial position.

Classification

The municipality has the following types of financial assets (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Operating leases	Financial asset measured at amortised cost
Receivables from exchange	Financial asset measured at amortised cost
Receivables from non-exchange	Financial asset measured at amortised cost
VAT receivable	Financial asset measured at amortised cost
Consumer debtors	Financial asset measured at amortised cost
Long term receivables	Financial asset measured at amortised cost
Cash and cash equivalents	Financial asset measured at amortised cost
Other financial assets	Financial asset measured at fair value

The municipality has the following types of financial liabilities (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Other financial liabilities	Financial liability measured at amortised cost
Payables from exchange	Financial liability measured at amortised cost
Consumer deposits	Financial liability measured at amortised cost

Initial recognition

The municipality recognises a financial asset or a financial liability in its statement of financial position when the municipality becomes a party to the contractual provisions of the instrument.

The municipality recognises financial assets using trade date accounting.

Initial measurement of financial assets and financial liabilities

The municipality measures a financial asset and financial liability initially at its fair value plus transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability.

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Accounting Policies

1.7 Financial instruments (continued)

Subsequent measurement of financial assets and financial liabilities

The municipality measures all financial assets and financial liabilities after initial recognition using the following categories:

- Financial instruments at fair value.
- Financial instruments at amortised cost.
- Financial instruments at cost.

All financial assets measured at amortised cost, or cost, are subject to an impairment review.

Gains and losses

A gain or loss arising from a change in the fair value of a financial asset or financial liability measured at fair value is recognised in surplus or deficit.

For financial assets and financial liabilities measured at amortised cost or cost, a gain or loss is recognised in surplus or deficit when the financial asset or financial liability is derecognised or impaired, or through the amortisation process.

Impairment and uncollectibility of financial assets

The municipality assesses at the end of each reporting period whether there is any objective evidence that a financial asset or group of financial assets are impaired.

Financial assets measured at amortised cost:

If there is objective evidence that an impairment loss on financial assets measured at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced directly or through the use of an allowance account. The amount of the loss is recognised in surplus or deficit.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed directly or by adjusting an allowance account. The reversal does not result in a carrying amount of the financial asset that exceeds what the amortised cost would have been had the impairment not been recognised at the date the impairment is reversed. The amount of the reversal is recognised in surplus or deficit.

The calculation in respect of the impairment of fines receivable (receivables from non-exchange transactions) is based on an assessment of the past payment history of fines per category.

Derecognition

Financial assets

The municipality derecognises a financial asset only when:

- the contractual rights to the cash flows from the financial asset expire, are settled or waived;
- the municipality transfers to another party substantially all of the risks and rewards of ownership of the financial asset; or
- the municipality, despite having retained some significant risks and rewards of ownership of the financial asset, has transferred control of the asset to another party and the other party has the practical ability to sell the asset in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the municipality:
  - derecognise the asset; and
  - recognise separately any rights and obligations created or retained in the transfer.

On derecognition of a financial asset in its entirety, the difference between the carrying amount and the sum of the consideration received is recognised in surplus or deficit.

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1.7 Financial instruments (continued)

If a transfer does not result in derecognition because the municipality has retained substantially all the risks and rewards of ownership of the transferred asset, the municipality continues to recognise the transferred asset in its entirety and recognises a financial liability for the consideration received. In subsequent periods, the municipality recognises any revenue on the transferred asset and any expense incurred on the financial liability. Neither the asset, and the associated liability nor the revenue, and the associated expenses are offset.

Financial liabilities

The municipality removes a financial liability (or a part of a financial liability) from its statement of financial position when it is extinguished — i.e. when the obligation specified in the contract is discharged, cancelled, expires or waived.

The difference between the carrying amount of a financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in surplus or deficit. Any liabilities that are waived, forgiven or assumed by another entity by way of a non-exchange transaction are accounted for in accordance with the Standard of GRAP on Revenue from Non-exchange Transactions (Taxes and Transfers).

1.8 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

When a lease includes both land and buildings elements, the entity assesses the classification of each element separately.

Finance leases - lessor

The municipality recognises finance lease receivables as assets on the statement of financial position. Such assets are presented as a receivable at an amount equal to the net investment in the lease.

Finance revenue is recognised based on a pattern reflecting a constant periodic rate of return on the municipality's net investment in the finance lease.

Finance leases - lessee

Finance leases are recognised as assets and liabilities in the statement of financial position at amounts equal to the fair value of the leased property or, if lower, the present value of the minimum lease payments. The corresponding liability to the lessor is included in the statement of financial position as a finance lease obligation.

The discount rate used in calculating the present value of the minimum lease payments is the interest rate implicit in the lease.

Minimum lease payments are apportioned between the finance charge and reduction of the outstanding liability. The finance charge is allocated to each period during the lease term so as to produce a constant periodic rate on the remaining balance of the liability.

Any contingent rents are expensed in the period in which they are incurred.

Operating leases - lessor

Operating lease revenue is recognised as revenue on a straight-line basis over the lease term.

Operating leases - lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

1.9 Inventories

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition.

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1.9 Inventories (continued)

Subsequently inventories are measured at the lower of cost and net realisable value or the lower of cost and current replacement cost.

Inventories are measured at the lower of cost and current replacement cost where they are held for;

- distribution at no charge or for a nominal charge; or
- consumption in the production process of goods to be distributed at no charge or for a nominal charge.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition.

The cost of inventories is assigned using the weighted average cost formula. The same cost formula is used for all inventories having a similar nature and use to the municipality.

When inventories are sold, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

Water is valued at purified cost insofar as it is stored and controlled in reservoirs at year-end.

Low cost housing properties are subsequently valued at the lower of cost and current replacement cost. Direct costs are accumulated for each separately identifiable development. Costs also include a proportion of overhead costs.

1.10 Impairment of cash-generating assets

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

Recoverable amount of an asset or a cash-generating unit is the higher its fair value less costs to sell and its value in use.

Identification

When the carrying amount of a cash-generating asset exceeds its recoverable amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable amount of the asset.

Value in use

Value in use of a cash-generating asset is the present value of the estimated future cash flows expected to be derived from the continuing use of an asset and from its disposal at the end of its useful life.

When estimating the value in use of an asset, the municipality estimates the future cash inflows and outflows to be derived from continuing use of the asset and from its ultimate disposal and the municipality applies the appropriate discount rate to those future cash flows.

1.11 Impairment of non-cash-generating assets

Non-cash-generating assets are assets other than cash-generating assets.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

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1.11 Impairment of non-cash-generating assets (continued)

Recoverable service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use.

Identification

When the carrying amount of a non-cash-generating asset exceeds its recoverable service amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a non-cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable service amount of the asset.

Value in use

Value in use of non-cash-generating assets is the present value of the non-cash-generating assets remaining service potential.

1.12 Employee benefits

Employee benefits are all forms of consideration given by a municipality in exchange for service rendered by employees.

Other long-term employee benefits recognised as provisions are employee benefits (other than post-employment benefits and termination benefits) that are not due to be settled within twelve months after the end of the period in which the employees render the related service.

Composite social security programmes are established by legislation and operate as multi-employer plans to provide post-employment benefits as well as to provide benefits that are not consideration in exchange for service rendered by employees.

A constructive obligation is an obligation that derives from a municipality's actions where by an established pattern of past practice, published policies or a sufficiently specific current statement, the municipality has indicated to other parties that it will accept certain responsibilities and as a result, the municipality has created a valid expectation on the part of those other parties that it will discharge those responsibilities.

Short-term employee benefits

Short-term employee benefits are employee benefits (other than termination benefits) that are due to be settled within twelve months after the end of the period in which the employees render the related service.

Short-term employee benefits include items such as:

- wages, salaries and social security contributions;
- short-term compensated absences (such as paid annual leave and paid sick leave) where the compensation for the absences is due to be settled within twelve months after the end of the reporting period in which the employees render the related employee service;
- bonus, incentive and performance related payments payable within twelve months after the end of the reporting period in which the employees render the related service; and
- non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cellphones) for current employees.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs. The municipality measure the expected cost of accumulating compensated absences as the additional amount that the entity expects to pay as a result of the unused entitlement that has accumulated at the reporting date.

The municipality recognises the expected cost of bonus, incentive and performance related payments as a provision when the municipality has a present legal or constructive obligation to make such payments as a result of past events and a reliable estimate of the obligation can be made. A present obligation exists when the entity has no realistic alternative but to make the payments.

Post-employment benefits

Post-employment benefits are employee benefits (other than termination benefits) which are payable after the completion of employment.

Post-employment benefit plans are formal or informal arrangements under which a municipality provides post-employment benefits for one or more employees.

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1.12 Employee benefits (continued)

Multi-employer plans are defined contribution plans under which the municipality pays fixed contributions into a separate entity. The municipality has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to service in the current or prior periods.

The municipality's contributions to the defined contribution funds are established in terms of the rules governing those plans. Contributions are recognised in the Statement of Financial Performance in the period in which the service is rendered by the relevant employees. The municipality has no further payment obligations once the contributions have been paid.

The municipality contributes to various National- and Provincial-administered Defined Benefit Plans on behalf of its qualifying employees. These funds are multi-employer funds. The contributions to the fund obligations for the payment of retirement benefits are charged against revenue in the year they become payable. These defined benefit funds are actuarially valued at least bi-annually on the Projected Unit Credit Method basis. Deficits are recovered through lump sum payments or increased future contributions on a proportional basis from all participating municipalities.

Other post retirement obligations

The municipality provides post-retirement health care benefits, housing subsidies and gratuities upon retirement to some retirees.

The entitlement to post-retirement health care benefits is based on the employee remaining in service up to retirement age and the completion of a minimum service period. The expected costs of these benefits are accrued over the period of employment. Independent qualified actuaries carry out valuations of these obligations. The municipality also provides a gratuity and housing subsidy on retirement to certain employees. An annual charge to income is made to cover both these liabilities.

The amount recognised as a liability for other long-term employee benefits is the net total of the following amounts:

- the present value of the defined benefit obligation at the reporting date;
- minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly.

The municipality shall recognise the net total of the following amounts as expense or revenue, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

- current service cost;
- interest cost;
- the expected return on any plan assets and on any reimbursement right recognised as an asset;
- actuarial gains and losses, which shall all be recognised immediately;
- past service cost, which shall all be recognised immediately; and
- the effect of any curtailments or settlements.

These post-retirement health care benefits are actuarially valued at least bi-annually on the Projected Unit Credit Method basis.

1.13 Provisions and contingencies

Provisions are recognised when:

- the municipality has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

When the effect of discounting is material, provisions are determined by discounting the expected future cash flows that reflect current market assessments of the time value of money. The impact of the periodic unwinding of the discount is recognised in the Statement of Financial Performance as a finance cost as it occurs.

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1.13 Provisions and contingencies (continued)

A provision is used only for expenditures for which the provision was originally recognised.

Provisions are not recognised for future operating deficits.

If the municipality has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in note 41.

1.14 Revenue from exchange transactions

Revenue is the gross inflow of economic benefits or service potential during the reporting period when those inflows result in an increase in net assets, other than increases relating to contributions from owners.

An exchange transaction is one in which the municipality receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Measurement

Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.

Sale of goods

Revenue from the sale of goods is recognised when all the following conditions have been satisfied:

- the municipality has transferred to the purchaser the significant risks and rewards of ownership of the goods;
- the municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Rendering of services

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction is recognised by reference to the stage of completion of the transaction at the reporting date. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality;
- the stage of completion of the transaction at the reporting date can be measured reliably; and
- the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

Service charges relating to electricity and water are based on consumption. Meters are read on a monthly basis and are recognised as revenue when invoiced. Provisional estimates of consumption, based on the consumption history, are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced, except at year-end when estimates of consumption up to year-end are recorded as revenue without being invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period. In respect of estimates of consumption between the last reading date and the reporting date, an accrual is made based on the average monthly consumption from the first reading after the reporting date.

Revenue from the sale of pre-paid electricity units is recognised when the risks and rewards of ownership has passed to the buyer.

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1.14 Revenue from exchange transactions (continued)

Revenue received from pre-paid electricity sales are deferred and recognised as revenue on the consumption basis, commencing on the date of purchase. The consumption of pre-paid electricity is measured by using a trend analysis and other historical data about electricity usage, including how often an electricity card is purchased or additional units of electricity loaded onto a pre-paid card.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has a water connection. Tariffs are determined per category of property usage and are levied monthly based on the number of refuse containers on each property, regardless of wether or not all containers are emptied during the month.

Service charges from sewerage and sanitation are charged on both vacant and developed property using the tariffs approved from Council and are levied monthly.

Interest and other revenue

Revenue arising from the use by others of entity assets yielding interest, royalties and dividends or similar distributions is recognised when:

- It is probable that the economic benefits or service potential associated with the transaction will flow to the municipality, and

Interest is recognised, in surplus or deficit, using the effective interest rate method.

Service fees included in the price of the product are recognised as revenue over the period during which the service is performed.

Revenue arising from the application of the approved tariff of charges is recognised when the service is rendered by applying the relevant approved tariff. This includes the issuing of licences and permits.

Income for agency services is recognised on a monthly basis once the income collected on behalf of agents has been quantified. The income recognised is in terms of the agency agreement.

Finance income from the sale of housing by way of instalment sales agreements or finance leases is recognised on a time proportion basis.

1.15 Revenue from non-exchange transactions

Fines are economic benefits or service potential received or receivable by entities, as determined by a court or other law enforcement body, as a consequence of the breach of laws or regulations.

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, an municipality either receives value from another municipality without directly giving approximately equal value in exchange, or gives value to another municipality without directly receiving approximately equal value in exchange.

Restrictions on transferred assets are stipulations that limit or direct the purposes for which a transferred asset may be used, but do not specify that future economic benefits or service potential is required to be returned to the transferor if not deployed as specified.

Taxes are economic benefits or service potential compulsorily paid or payable to entities, in accordance with laws and or regulations, established to provide revenue to government. Taxes do not include fines or other penalties imposed for breaches of the law.

Transfers are inflows of future economic benefits or service potential from non-exchange transactions, other than taxes.

Recognition

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the municipality satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

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1.15 Revenue from non-exchange transactions (continued)

Measurement

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the municipality.

When, as a result of a non-exchange transaction, the municipality recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability. Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because the taxable event occurs or a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

Taxes

The municipality recognises an asset in respect of taxes when the taxable event occurs and the asset recognition criteria are met.

Resources arising from taxes satisfy the definition of an asset when the municipality controls the resources as a result of a past event (the taxable event) and expects to receive future economic benefits or service potential from those resources. Resources arising from taxes satisfy the criteria for recognition as an asset when it is probable that the inflow of resources will occur and their fair value can be reliably measured. The degree of probability attached to the inflow of resources is determined on the basis of evidence available at the time of initial recognition, which includes, but is not limited to, disclosure of the taxable event by the taxpayer.

The municipality analyses the taxation laws to determine what the taxable events are for the various taxes levied.

The taxable event for value added tax is the undertaking of taxable activity during the taxation period by the taxpayer.

The taxable event for property tax is the passing of the date on which the tax is levied, or the period for which the tax is levied, if the tax is levied on a periodic basis.

Taxation revenue is determined at a gross amount. It is not reduced for expenses paid through the tax system.

Transfers

Apart from Services in kind, which are not recognised, the municipality recognises an asset in respect of transfers when the transferred resources meet the definition of an asset and satisfy the criteria for recognition as an asset.

Transferred assets are measured at their fair value as at the date of acquisition.

Fines

Fines constitute both spot fines and camera fines. Fines are recognised as revenue when the receivable meets the definition of an asset and satisfies the criteria for recognition as an asset. It is measured at the best estimate, based on past experience, of the amount of revenue the municipality is entitled to collect.

Subsequent to initial recognition and measurement, the municipality assesses the collectability of the revenue and recognises a seperate impairment loss, where appropriate.

Bequests

Bequests that satisfy the definition of an asset are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality, and the fair value of the assets can be measured reliably.

Gifts and donations, including goods in-kind

Gifts and donations, including goods in kind, are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

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1.15 Revenue from non-exchange transactions (continued)

Services in-kind

Services in-kind are not recognised.

1.16 Borrowing costs

Borrowing costs are interest and other expenses incurred by an entity in connection with the borrowing of funds.

Borrowing costs are recognised as an expense in the period in which they are incurred.

1.17 Comparative figures

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year.

1.18 Unauthorised expenditure

Unauthorised expenditure means:
in relation to a municipality, means any expenditure incurred by a municipality otherwise than in accordance with section 15 or 11(3), and includes—

- overspending of the total amount appropriated in the municipality's approved budget
- overspending of the total amount appropriated for a vote in the approved budget;
- expenditure from a vote unrelated to the department or functional area covered by the vote;
- expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose;
- spending of an allocation referred to in paragraph (b), (c) or (d) of the definition of ''allocation'' otherwise than in accordance with any conditions of the allocation; or
- a grant by the municipality otherwise than in accordance with this Act;

All expenditure relating to unauthorised expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

If the expenditure is not certified as irrecoverable and written off by council it is treated as an asset untill it is recovered or impaired.

1.19 Fruitless and wasteful expenditure

Fruitless expenditure means expenditure which was made in vain and would have been avoided had reasonable care been exercised.

All expenditure relating to fruitless and wasteful expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

If the expenditure is not certified as irrecoverable and written off by council it is treated as an asset untill it is recovered or impaired.

1.20 Irregular expenditure

According to section 1 of the MFMA: "irregular expenditure", in relation to a municipality or municipal entity, means -

(a) expenditure incurred by a municipality or municipal entiry in contravention of, or that is not in accordance with, a requirement of this Act and which has not been condoned in terms of section 170; or
(b) expenditure incurred by a municipality or municipal entiry in contravention of, or that is not in accordance with, a requirement of the Municipal Systems Act and which has not been condoned in terms of that Act; or
(c) expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998); or
(d) expenditure incurred by a municipality or municipal entiry in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality's by-laws giving effect to such policy and which has not been condoned in terms of such policy or by-law,

but excludes expenditure by a municipality which falls within the definition of unauthorised expenditure.

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1.20 Irregular expenditure (continued)

Irregular expenditure that was incurred and identified during the current financial and which was condoned before year end and/or before finalisation of the financial statements must also be recorded appropriately in the irregular expenditure register. In such an instance, no further action is also required with the exception of updating the note to the financial statements.

Irregular expenditure that was incurred and identified during the current financial year and for which condonement is being awaited at year end must be recorded in the irregular expenditure register. No further action is required with the exception of updating the note to the financial statements.

Where irregular expenditure was incurred in the previous financial year and is only condoned in the following financial year, the register and the disclosure note to the financial statements must be updated with the amount condoned.

Irregular expenditure that was incurred and identified during the current financial year and which was not condoned by the National Treasury or the relevant authority must be recorded appropriately in the irregular expenditure register. If liability for the irregular expenditure can be attributed to a person, a debtor's account must be created if such a person is liable in law. Immediate steps must thereafter be taken to recover the amount from the person concerned. If recovery is not possible, the council may write off the amount and disclose such in the relevant note to the financial statements. The irregular expenditure register must also be updated accordingly.

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the municipality's supply chain management policy. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

1.21 Housing development fund

The Housing Development Fund was established in terms of the Housing Act, (Act No. 107 of 1997). Loans from national and provincial government used to finance housing selling schemes undertaken by the municipality were extinguished on 1 April 1998 and transferred to a Housing Development Fund. Housing selling schemes, both complete and in progress as at 1 April 1998, were also transferred to the Housing Development Fund. In terms of the Housing Act, all proceeds from housing developments, which include rental income and sales of houses, must be paid into the Housing Development Fund. Monies standing to the credit of the Housing Development Fund can be used only to finance housing developments within the municipal area subject to the approval of the Provincial MEC responsible for housing.

Any contributions to or from the fund are shown as transfers in the Statement of Changes in Net Assets.

1.22 Internal reserves

Self insurance reserve

The municipality has a Self-Insurance Reserve to set aside amounts to offset potential losses or claims that cannot be insured externally. The balance of the self-insurance fund is invested in short-term cash investments.

Claims are settled by transferring a corresponding amount from the self-insurance reserve to the accumulated surplus.

1.23 Budget information

Municipality are typically subject to budgetary limits in the form of appropriations or budget authorisations (or equivalent), which is given effect through authorising legislation, appropriation or similar.

General purpose financial reporting by municipality shall provide information on whether resources were obtained and used in accordance with the legally adopted budget.

The approved budget is prepared on a accrual basis and presented by functional classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2017/07/01 to 2018/06/30.

The audited annual financial statements and the budget are on the same basis of accounting therefore a comparison with the budgeted amounts for the reporting period have been included in the Statement of comparison of budget and actual amounts.

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1.23 Budget information (continued)

The Statement of comparative and actual information has been included in the audited annual financial statements as the recommended disclosure when the audited annual financial statements and the budget are on the same basis of accounting.

Comparative information is not required.

1.24 Related parties

Management are those persons responsible for planning, directing and controlling the activities of the municipality, including those charged with the governance of the municipality in accordance with legislation, in instances where they are required to perform such functions.

Only transactions with related parties not at arm's length or not in the ordinary course of business are disclosed.

1.25 Changes in accounting policies, estimates and errors

Changes in accounting policies that are effected by management are applied retrospectively in accorance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with GRAP 3 requirements. Details of changes in estimates are disclosed in the notes to the annual financial statements where applicable.

Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

1.26 Events after reporting date

Events after reporting date that are classified as adjusting events are accounted for in the annual financial statements. The events after reporting date that are classified as non-adjusting events are disclosed in the notes to the annual financial statements.

1.27 Offsetting

Assets, liabilities, revenue and expenses have not been offset except when offsetting is required or permitted by a Standard of GRAP.

1.28 Standards, amendments to standards and interpretations issued but not yet effective

The following GRAP standards have been issued but are not yet effective and have not been early adopted by the municipality:

		Effective date
GRAP 18	Segment reporting	1 July 2020
GRAP 32	Service concession arrangements: Grantor	1 July 2019
GRAP 108	Statutory receivables	1 July 2019
GRAP 109	Accounting by Principals and Agents	1 July 2019
iGRAP 17	Service Concession Arrangements Where a Grantor Controls a Significant Residual Interest in an Asset	To be detrmined by the Minister of Finance
GRAP 20	Related party disclosures	1 July 2019

The ASB Directive 5 sets out the principles for the application of the GRAP 3 guideline in the determination of the GRAP Reprting Framework hierarchy, as set out in the standard of GRAP 3 on Accounting Policies, Changes in Accounting Estimates and Errors.

Management has considered all the above standards issued but not yet effective and anticipates that the adoption of these standards will not have a significant impact on the financial position, financial performance or cash flows of the municipality.

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Figures in Rand	2018	2017

2. Investment property

	2018			2017		
	Cost / Valuation	**Accumulated depreciation and accumulated impairment**	**Carrying value**	**Cost / Valuation**	**Accumulated depreciation and accumulated impairment**	**Carrying value**
Investment property	114,846,000	-	114,846,000	155,268,500	-	155,268,500

Reconciliation of investment property - 2018

	Opening balance	**Additions**	**Disposals**	**Transfers**	**Fair value adjustments**	**Total**
Investment property	155,268,500	488,000	(50,872,061)	618,061	9,343,500	114,846,000

Reconciliation of investment property - 2017

	Opening balance	**Additions**	**Disposals**	**Transfers**	**Fair value adjustments**	**Total**
Investment property	153,892,000	-	(639,000)	(965,000)	2,980,500	155,268,500

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

Revenue earned on Investment properties during the period under review amounted to R1,507,021 (2017 : R1,499,812).

Investment properties are adjusted to their fair value on an annual basis. The valuations are performed by Boland Valuers, independent valuers who are not connected to the municipality.

See note 35 for repairs and maintenance.

3. Property, plant and equipment

	2018			2017		
	Cost / Valuation	**Accumulated depreciation and accumulated impairment**	**Carrying value**	**Cost / Valuation**	**Accumulated depreciation and accumulated impairment**	**Carrying value**
Land	348,569,825	(425,208)	348,144,617	347,619,160	(425,208)	347,193,952
Buildings	452,561,629	(176,180,989)	276,380,640	445,111,855	(164,455,265)	280,656,590
Plant and machinery	8,926,965	(5,319,459)	3,607,506	8,447,264	(4,684,511)	3,762,753
Furniture and fixtures	23,501,532	(14,602,783)	8,898,749	24,227,232	(13,568,178)	10,659,054
Motor vehicles	68,066,483	(18,579,353)	49,487,130	60,365,205	(16,111,144)	44,254,061
Infrastructure	4,594,316,548	(1,935,549,806)	2,658,766,742	4,517,471,337	(1,825,518,700)	2,691,952,637
Total	**5,495,942,982**	**(2,150,657,598)**	**3,345,285,384**	**5,403,242,053**	**(2,024,763,006)**	**3,378,479,047**

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3. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2018

	Opening balance	Additions	Disposals	Transfers	Under contruction	Depreciation	Impairment loss	Total
Land	347,193,952	3,807,945	(2,404,219)	(453,061)	-	-	-	348,144,617
Buildings	280,656,590	2,927,801	-	(165,000)	4,821,973	(11,860,724)	-	276,380,640
Plant and machinery	3,762,753	599,235	(5,394)	-	-	(724,278)	(24,810)	3,607,506
Furniture and fixtures	10,659,054	744,417	(1,147)	-	-	(2,006,320)	(497,255)	8,898,749
Motor vehicles	44,254,061	8,655,501	(72,518)	-	-	(2,822,533)	(527,381)	49,487,130
Infrastructure	2,691,952,637	10,728,997	-	-	71,363,110	(111,961,859)	(3,316,143)	2,658,766,742
	3,378,479,047	**27,463,896**	**(2,483,278)**	**(618,061)**	**76,185,083**	**(129,375,714)**	**(4,365,589)**	**3,345,285,384**

Reconciliation of property, plant and equipment - 2017

	Opening balance	Additions	Disposals	Transfers	Under contruction	Depreciation	Impairment loss	Total
Land	346,399,016	-	(36,892)	831,828	-	-	-	347,193,952
Buildings	283,534,256	7,646,840	-	-	196,983	(10,721,489)	-	280,656,590
Plant and machinery	3,439,885	1,017,768	(1,251)	-	-	(665,988)	(27,661)	3,762,753
Furniture and fixtures	11,794,206	1,113,186	(6,627)	78,437	-	(2,093,164)	(226,984)	10,659,054
Motor vehicles	45,806,574	1,717,157	(147,364)	-	-	(2,756,761)	(365,545)	44,254,061
Infrastructure	2,727,340,841	69,196,342	(315,950)	-	10,957,756	(108,170,890)	(7,055,462)	2,691,952,637
Leased equipment	78,437	-	-	(78,437)	-	-	-	-
	3,418,393,215	**80,691,293**	**(508,084)**	**831,828**	**11,154,739**	**(124,408,292)**	**(7,675,652)**	**3,378,479,047**

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

See note 35 for repairs and maintenance.

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Figures in Rand	2018	2017

3. Property, plant and equipment (continued)

Reconciliation of assets under construction - 2018	Opening balance	Additions	Transfers	Closing balance
Buildings	196,982	4,821,972	-	5,018,954
Infrastructure	24,636,353	71,363,110	(2,845,219)	93,154,244
	24,833,335	**76,185,082**	**(2,845,219)**	**98,173,198**

Reconciliation of assets under construction - 2017	Opening balance	Additions	Transfers	Closing balance
Buildings	15,178,831	196,983	(15,178,832)	196,982
Infrastructure	43,887,499	10,957,756	(30,208,902)	24,636,353
	59,066,330	**11,154,739**	**(45,387,734)**	**24,833,335**

4. Intangible assets

	2018			2017		
	Cost / Valuation	**Accumulated amortisation and accumulated impairment**	**Carrying value**	**Cost / Valuation**	**Accumulated amortisation and accumulated impairment**	**Carrying value**
Computer software and Other	7,065,727	(2,726,836)	4,338,891	5,995,304	(2,068,065)	3,927,239
Water rights	2,360,000	-	2,360,000	2,360,000	-	2,360,000
Total	**9,425,727**	**(2,726,836)**	**6,698,891**	**8,355,304**	**(2,068,065)**	**6,287,239**

Reconciliation of intangible assets - 2018

	Opening balance	**Additions**	**Amortisation**	**Total**
Computer software and Other	3,927,239	1,070,423	(658,771)	4,338,891
Water rights	2,360,000	-	-	2,360,000
	6,287,239	**1,070,423**	**(658,771)**	**6,698,891**

Reconciliation of intangible assets - 2017

	Opening balance	**Additions**	**Amortisation**	**Total**
Computer software and Other	4,352,609	22,195	(447,565)	3,927,239
Water rights	2,360,000	-	-	2,360,000
	6,712,609	**22,195**	**(447,565)**	**6,287,239**

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Figures in Rand	2018	2017

4. Intangible assets (continued)

Other information

Intangible assets with indefinite lives:

Water rights	2,360,000	2,360,000

The municipality entered into a contract with Kraai Bosch Plase (Pty) Ltd on 28 May 1999. The useful life of the water right is considered to be indefinite as the contract does not define when the municipality will cease to enjoy the right to use the water from the Kraaibosch dam. There is no reason to believe that the right to the Kraaibosch dam has a limited useful life due to the condition of the dam. Regular assessments are performed to determine whether the conditions that existed at the inception of the contract have changed.

Other intangible assets	2,153,955	2,153,955

Other intangible assets consist of software procured by the municipality. The useful life of the software is considered to be indefinite as the contract does not define when the municipality will cease to enjoy the right to use the software. There is no reason to believe that the right to the software has a limited useful life due to the condition thereof. Regular assessments are performed to determine whether the conditions that existed at the inception of the contract have changed.

Reconciliation of assets under construction - 2017	Opening balance	Additions	Transfers	Closing balance
Computer software	803,472	-	(803,472)	-

5. Heritage assets

	2018			2017		
	Cost / Valuation	**Accumulated impairment losses**	**Carrying value**	**Cost / Valuation**	**Accumulated impairment losses**	**Carrying value**
Conservation areas	133,265,888	(9,250,000)	124,015,888	133,265,889	(9,250,000)	124,015,889
Stamp collections, military insignia, medals, coin	166,309	-	166,309	166,309	-	166,309
Total	**133,432,197**	**(9,250,000)**	**124,182,197**	**133,432,198**	**(9,250,000)**	**124,182,198**

Reconciliation of heritage assets 2018

	Opening balance	**Total**
Conservation areas	124,015,889	124,015,889
Stamp collections, military insignia, medals and coins	166,309	166,309
	124,182,198	**124,182,198**

Reconciliation of heritage assets 2017

	Opening balance	**Total**
Conservation areas	124,015,889	124,015,889
Stamp collections, military insignia, medals and coins	166,309	166,309
	124,182,198	**124,182,198**

Certain conservation land is carried at Rnil value as there is no market in this regard and therefore their cost/fair value cannot be reliably measured.

See note 35 for repairs and maintenance.

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Figures in Rand	2018	2017

6. Other financial assets

Designated at fair value		
Liberty	41,944,027	35,713,858
Momentum	2,650,754	2,267,668
	44,594,781	**37,981,526**
Non-current assets		
Designated at fair value	44,594,781	37,981,526

In determining the recoverability of other financial assets, the Overstrand Municipality considers any change in the credit quality of the other financial assets at the reporting date.

The above represents sinking funds that are used to redeem certain borrowings at their maturity with a bullet payment.

7. Post-employment benefit obligations

Defined benefit plan

The plan is a post employment health benefit plan.

Post-employment health care benefit plan

The municipality provides certain post-employment health care benefits by funding the medical aid contributions of qualifying retired members of the municipality. According to the current Conditions of Service, a qualifying member who retires and qualifying retired members are entitled to remain a continued member of a medical aid fund with which the municipality is associated, in which case the municipality is liable for a certain portion of the medical aid membership fee. The municipality operates an unfunded defined benefit plan for these qualifying employees. No other post-retirement benefits are provided to these employees.

The municipality makes monthly contributions for health care arrangements to the following medical aid schemes:
- Bonitas;
- LA Health;
- Hosmed;
- Samwumed; and
- Keyhealth

The most recent actuarial valuations of plan assets and the present value of the defined benefit obligation was carried out as at 30 June 2018 by ARCH Actuarial Consulting, Fellow of the Actuarial Society of South Africa, including projections for the 2019 financial period. The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

The members of the Post-employment health care benefit plan are made up as follows:		
In-service members	362	359
Continuation members	81	80
	443	**439**

The amounts recognised in the statement of financial position are as follows:

Carrying value		
Present value of the defined benefit obligation-wholly unfunded	(102,390,680)	(125,772,990)
Non-current liabilities	(98,747,053)	(122,587,950)
Current liabilities	(3,643,627)	(3,185,040)
	(102,390,680)	**(125,772,990)**

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Figures in Rand	2018	2017

7. Post-employment benefit obligations (continued)

Changes in the present value of the defined benefit obligation are as follows:

Opening balance	125,772,990	113,188,465
Net expense recognised in the statement of financial performance	(23,382,311)	12,584,525
	102,390,679	**125,772,990**

Net expense recognised in the statement of financial performance

Current service cost	5,844,794	5,357,221
Interest cost	11,305,115	10,170,532
Actuarial (gains) losses	(37,133,734)	164,435
Expected return on reimbursement rights	(3,398,486)	(3,107,663)
	(23,382,311)	**12,584,525**

Key assumptions used

Assumptions used at the reporting date:

Discount rates used	9.59 %	9.10 %
Medical cost trend rates	7.39 %	8.22 %
Other material actuarial assumptions	2.05 %	0.82 %

Management assessed the assumptions used and found it to be adequate.

Other assumptions

Assumed healthcare cost trends rates have a significant effect on the amounts recognised in surplus or deficit. A one percentage point change in assumed healthcare cost trends rates would have the following effects:

	One percentage point increase	**One percentage point decrease**
Effect on the aggregate of the service cost and interest cost	20,468,800	14,520,000
Effect on defined benefit obligation	118,197,000	89,479,000

Amounts for the current and previous four years are as follows:

	2018	**2017**	**2016**	**2015**	**2014**
	R	**R**	**R**	**R**	**R**
Defined benefit obligation	102,390,680	125,772,990	113,188,465	109,634,000	97,708,508

Defined contribution plan

It is the policy of the municipality to provide retirement benefits to all its employees. A number of defined contribution plans, all of which are subject to the Pensions Fund Act exist for this purpose.

The municipality is under no obligation to cover any unfunded benefits.

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Figures in Rand	2018	2017

8. Long term receivables

Housing selling scheme	10,767	10,159
Sport clubs	19,591	28,463
	30,358	**38,622**
Non-current assets		
Log term receivables	20,081	26,593
Current assets		
Long term receivables	10,277	12,029
	30,358	**38,622**

In determining the recoverability of long term receivables, the Overstrand Municipality considers any change in the credit quality of the long term receivables from the date the credit was initially granted up to the reporting date.

9. Inventories

Stores and materials	7,322,423	6,627,649
Work-in-progress - Low cost housing	41,400,589	27,396,179
Low cost housing properties not transferred to beneficiaries	1,243,500	1,276,500
Water	128,021	137,770
	50,094,533	**35,438,098**
Inventories recognised as an expense during the period:		
Water	30,145,564	27,441,820
Stores and materials	10,963,003	9,873,223
Low cost housing	7,275,586	18,201,621
	48,384,153	**55,516,664**

10. Receivables from exchange transactions [1]

Trade debtors	17,119,004	18,033,131
Prepayments	3,340,414	3,713,022
Deposits	683,329	609,715
Accrued interest	527,438	128,630
Other debtors	3,518,586	1,421,578
	25,188,771	**23,906,076**

In determining the recoverability of receivables from exchange transactions, the Overstrand Municipality considers any change in the credit quality of the trade and other receivables from the date the credit was initially granted up to the reporting date.

11. Receivables from non-exchange transactions [1]

Fines	15,669,193	11,426,542
Control accounts	4,766,777	4,582,937
	20,435,970	**16,009,479**

In determining the recoverability of receivables from non-exchange transactions, the Overstrand Municipality considers any change in the credit quality of the trade and other receivables from the date the credit was initially granted up to the reporting date.

[1] See Note 13 for further details of receivables from exchange and non-exchange transactions

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Figures in Rand	2018	2017

11. Receivables from non-exchange transactions [1] (continued)

Receivables from non-exchange transactions impaired

Revenue from fines recognised for the period amounts to R 31,633,676 (2017: R 38,232,937).

Fines receivable from non-exchange transactions after the provision of impairment amounted to R 15,669,193 (2017: R 11,426,542).

The amount provided for impairment was R 39,205,523 (2017: R 23,007,498).

Analysis of fines past due but not impaired		
< 12 months	4,242,650	7,217,333
> 1 year	11,426,542	4,209,209
Reconciliation of provision for impairment of receivables from non-exchange transactions		
Opening balance	23,007,498	17,765,811
Provision for impairment	16,198,025	19,730,069
Amounts written off as uncollectible	-	(14,488,382)
	39,205,523	**23,007,498**

The calculation in respect of the impairment of fines receivable (receivables from non-exchange transactions) is based on an assessment of the past payment history of fines per category. The total average collectability of fines were 37% (2017: 37%).

The calculation for initial recognition and measurement in respect of fines reduced and or cancelled is based on an assessment of past reduced and or cancelled history of fines per category. The total average estimated reductions used were 42% (2017: 41%).

12. VAT receivable

VAT	6,872,433	6,352,495

In determining the recoverability of VAT receivable, the Overstrand Municipality considers any change in the credit quality of the VAT receivable from the date the credit was initially granted up to the reporting date.

Overstrand Municipality is registered on the cash/payment basis for VAT.

13. Consumer debtors

Gross balances		
Rates	22,464,804	21,004,241
Electricity	19,981,773	18,435,069
Water	16,255,393	16,972,463
Sewerage	9,295,627	9,130,064
Refuse	7,726,138	7,318,822
Property rental	657,550	697,130
Other	8,518,607	9,163,750
	84,899,892	**82,721,539**

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Figures in Rand	2018	2017
13. Consumer debtors (continued)		
Less: Allowance for impairment		
Rates	(5,789,150)	(5,322,507)
Electricity	(5,131,041)	(4,676,115)
Water	(4,123,165)	(4,130,096)
Sewerage	(2,376,844)	(2,321,769)
Refuse	(1,969,827)	(1,851,568)
Property rental	(164,008)	(180,550)
Other	(2,219,578)	(2,110,370)
	(21,773,613)	**(20,592,975)**
Net balance		
Rates	16,675,654	15,681,734
Electricity	14,850,732	13,758,954
Water	12,132,228	12,842,367
Sewerage	6,918,783	6,808,295
Refuse	5,756,311	5,467,254
Property rental	493,542	516,580
Other	6,299,029	7,053,380
	63,126,279	**62,128,564**
Included in above is receivables from exchange transactions		
Electricity	14,850,732	13,758,954
Water	12,132,228	12,842,367
Sewerage	6,918,783	6,808,295
Refuse	5,756,311	5,467,254
Property rental	493,542	516,580
	40,151,596	**39,393,450**
Included in above is receivables from non-exchange transactions (taxes and transfers)		
Rates	16,675,654	15,681,734
Other	6,299,029	7,053,380
	22,974,683	**22,735,114**
Net balance	**63,126,279**	**62,128,564**
Rates		
Current (0 -30 days)	12,967,856	11,871,541
31 - 60 days	280,130	252,228
61 - 90 days	173,409	151,039
91 - 120 days	139,159	148,352
121 - 365 days	774,407	883,962
> 365 days	2,340,693	2,374,612
	16,675,654	**15,681,734**

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Figures in Rand	2018	2017
13. Consumer debtors (continued)		
Electricity		
Current (0 -30 days)	10,485,995	9,890,397
31 - 60 days	197,202	221,550
61 - 90 days	141,134	121,763
91 - 120 days	134,779	110,384
121 - 365 days	714,514	694,645
> 365 days	3,177,108	2,720,215
	14,850,732	**13,758,954**
Water		
Current (0 -30 days)	7,914,844	8,155,391
31 - 60 days	193,146	186,640
61 - 90 days	116,101	114,734
91 - 120 days	100,811	87,431
121 - 365 days	550,622	673,465
> 365 days	3,256,704	3,624,706
	12,132,228	**12,842,367**
Sewerage		
Current (0 -30 days)	4,482,757	4,335,085
31 - 60 days	114,799	120,176
61 - 90 days	75,982	76,266
91 - 120 days	68,961	66,026
121 - 365 days	355,978	388,439
> 365 days	1,820,306	1,822,303
	6,918,783	**6,808,295**
Refuse		
Current (0 -30 days)	3,842,585	3,547,968
31 - 60 days	95,196	96,987
61 - 90 days	67,061	62,940
91 - 120 days	59,398	55,357
121 - 365 days	303,001	324,009
> 365 days	1,389,070	1,379,993
	5,756,311	**5,467,254**
Housing rental		
Current (0 -30 days)	245,716	324,412
31 - 60 days	3,688	9,490
61 - 90 days	2,790	6,857
91 - 120 days	2,766	3,406
121 - 365 days	35,561	36,742
> 365 days	203,021	135,673
	493,542	**516,580**
Other (specify)		
Current (0 -30 days)	1,476,149	1,705,986
31 - 60 days	170,935	200,864
61 - 90 days	138,121	82,380
91 - 120 days	162,713	153,514
121 - 365 days	1,454,730	780,087
> 365 days	2,896,381	4,130,549
	6,299,029	**7,053,380**

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Figures in Rand	2018	2017

13. Consumer debtors (continued)

Reconciliation of allowance for impairment		
Balance at beginning of the year	(20,592,975)	(19,098,106)
Contributions to allowance	(1,981,941)	(2,600,904)
Debt impairment written off against allowance	802,570	1,121,185
Reversal of allowance	(1,267)	(15,150)
	(21,773,613)	**(20,592,975)**

14. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash on hand	14,150	14,050
Bank balances	94,439,043	89,072,938
Short-term deposits	380,514,135	170,727,644
	474,967,328	**259,814,632**

The municipality had the following bank accounts

Account number / description	Bank statement balances			Cash book balances		
	30 June 2018	30 June 2017	30 June 2016	30 June 2018	30 June 2017	30 June 2016
ABSA - Cheque - 322-000-0035	104,936,947	124,247,860	105,271,101	93,311,053	85,842,107	71,244,318
ABSA - Cheque - 405-589-9787	9,585	20,871	12,024	9,313	20,599	11,752
ABSA - Cheque - 405-642-0921	41,821	195,547	208,054	(2,208)	151,518	164,025
ABSA - Cheque - 406-657-8021	771,436	2,786,839	1,829,765	846,835	2,783,375	1,807,376
ABSA - Cheque - 407-298-3157	275,417	276,707	277,872	274,050	275,339	276,504
ABSA Call accounts	30,513,936	20,727,445	1,262,891	30,513,936	20,727,445	1,262,891
STD Bank Call accounts	150,000,199	50,000,000	50,000,000	150,000,199	50,000,199	50,000,000
Nedbank Call accounts	200,000,000	50,000,000	50,000,000	200,000,000	50,000,000	50,000,000
Investec Call accounts	-	50,000,000	-	-	50,000,000	-
Cash on hand	-	-	-	14,150	14,050	14,050
Total	**486,549,341**	**298,255,269**	**208,861,707**	**474,967,328**	**259,814,632**	**174,780,916**

15. Unspent conditional grants and receipts

Unspent conditional grants and receipts comprises of:

Unspent conditional grants and receipts		
Provincial Graduate internship grant	50,201	47,746
Provincial Human settlement developments grant	15,930,949	3,924,531
Provincial Library grant	529,375	969,999
Provincial Greenest municipality competition grant	-	50,000
National Municipal infrastructure grant	4,543,840	-
Provincial Fire service capacity building grant	-	1,200,000
Provincial Public transportation non-motorised infrastructure grant	389,994	-
Provincial Financial management capacity building grant	240,000	-
Unspent public contributions and donations	187,840	282,001
	21,872,199	**6,474,277**

Movement during the year

Balance at the beginning of the year	6,476,263	1,379,804
Additions during the year	111,967,280	81,810,262
Income recognition during the year	(96,571,344)	(76,715,789)
	21,872,199	**6,474,277**

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15. Unspent conditional grants and receipts (continued)

The nature and extent of government grants recognised in the audited annual financial statements and an indication of other forms of government assistance from which the municipality has directly benefited; and

Unfulfilled conditions and other contingencies attaching to government assistance that has been recognised.

See note 22 for reconciliation of grants from National/Provincial Government and note 23 for the public contributions.

16. Borrowings

At amortised cost		
DBSA Annuity loans	227,273,451	205,929,204
INCA Annuity loans	26,053,293	31,098,929
ABSA Annuity loan	188,779,311	205,046,512
	442,106,055	**442,074,645**
Total other financial liabilities	**442,106,055**	**442,074,645**
Non-current liabilities		
At amortised cost	408,657,652	412,494,996
Current liabilities		
At amortised cost	33,448,403	29,579,649

The fair values of the financial liabilities were determined as follows:

- The management of the municipality is of the opinion that the carrying value of Financial Assets and Financial Liabilities recorded at amortised cost in the Annual Financial Statements approximate their fair values. The fair value of Financial Assets and Financial Liabilities were determined after considering the standard terms and conditions of agreements entered into between the municipality and other parties as well as the current payment ratio's of the municipality's debtors.
- At the reporting date there are no significant concentrations of credit risk for other financial liabilities. The carrying amount reflected above represents the municipality's maximum exposure to credit risk for such other financial liabilities.

Refer to note 44 for maturity analysis of financial liabilities.

17. Provisions

Reconciliation of provisions - 2018

	Opening Balance	Additions	Utilised during the year	Total
Rehabilitation of tip sites	86,469,122	7,353,660	-	93,822,782
Long service awards	11,147,619	6,054,400	(1,632,522)	15,569,497
Leave pay	12,576,336	771,589	(356,362)	12,991,563
Bonusses	8,610,497	1,135,109	-	9,745,606
Gratification payable	356,290	-	(35,572)	320,718
	119,159,864	**15,314,758**	**(2,024,456)**	**132,450,166**

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Figures in Rand	2018	2017

17. Provisions (continued)

Reconciliation of provisions - 2017

	Opening Balance	Additions	Utilised during the year	Total
Rehabilitation of tip sites	81,186,325	5,282,797	-	86,469,122
Long service awards	10,586,528	1,835,342	(1,274,251)	11,147,619
Leave pay	11,835,931	1,125,217	(384,812)	12,576,336
Bonuses	7,962,841	647,656	-	8,610,497
Gratification payable	382,414	-	(26,124)	356,290
	111,954,039	**8,891,012**	**(1,685,187)**	**119,159,864**

Non-current liabilities	106,303,622	94,550,226
Current liabilities	26,146,544	24,609,638
	132,450,166	**119,159,864**

Rehabilitation of tip sites

Provision is made in terms of the Overstrand Municipality's licensing stipulations on the landfill sites, for the estimated cost of rehabilitating landfill sites. The estimation of landfill sites was conducted by JPCE specialist waste management consultants, independent consultants who are not connected to the municipality.

The costs are determined by calculating the volumes of excavations, materials required and legal requirements according to the footprint of each individual site. The previous year's figures are escalated using the latest CPI. The individual rates are then again cross-checked to determine if they are still in line with current rates for similar activities and adjusted accordingly.

The scheduled dates of total closure and rehabilitation for the operational site is at present anticipated to take place between 2018 and 2036.

The cost to rehabilitate all identified sites in the Overstrand are estimated at R 93,822,782 for the period.

Gratification payable

The cost of the gratification payable was based on employees not belonging to a pension fund up untill February 2003 and is only payable on retirement. The estimated cost amounts to R 320,718 for the period.

Long service awards

A long-service award is granted to municipal employees after the completion of fixed periods of continuous service with the Municipality. The said award comprises a certain number of vacation leave days which, in accordance with the option exercised by the beneficiary employee, can be converted into a cash amount based on his/her basic salary applicable at the time the award becomes due or, alternatively, credited to his/her vacation leave accrual. The provision represents an estimation of the awards to which employees in the service of the Municipality at 30 June 2018 may become entitled to in future, based on an actuarial valuation performed at 30 June 2018, to the amount of R 15,569,497 for the period.

Discount rate:

A discount rate of 8.62% per annum has been used. This is derived by using a liability-weighted average of the yields corresponding to the average term until payment of long service awards, for each employee.

Key assumptions:

Discount rate of 8.62% (2017: 8.47%), a general salary inflation rate of 6.21% (2017: 7.13%) and a net discount rate of 2.27% (2017: 1.25%).

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Figures in Rand	2018	2017

17. Provisions (continued)

Leave pay

Annual leave accrues to employees on a monthly basis in accordance with the conditions of employment. Employees are entitled to 16 non-vested leave days and 8 vested leave days per annum, accumulated to a maximum of 48 leave days. The provision is an estimate of the amount due to staff as at the financial year-end, based on the value of leave and the estimated leave days to be forfeited. The estimated cost amounts to R 12,991,563 for the period.

It is not the municipality's policy to encash leave in the normal course of business, except upon resignation or retirement.

Bonuses

Annual bonuses accrues to employees on a monthly basis, subject to certain conditions. The provision is an estimate of the amount due to staff as at the financial year-end, based on assumptions and the estimated cost amounts to R 9,745,606 for the period.

18. Payables from exchange transactions

Trade payables	56,101,021	35,236,380
Payments received in advance	10,933,511	12,438,261
Deferred income	338,420	556,604
Accrued interest	5,534,199	6,072,304
Deposits received	14,653,650	13,144,826
Other payables	700,000	700,000
Control accounts	6,482,734	6,818,578
Retentions	2,263,055	4,351,634
	97,006,590	**79,318,587**

19. Consumer deposits

Electricity	26,898,051	25,965,514
Water	11,564,116	11,073,470
	38,462,167	**37,038,984**

20. Property rates

Rates received

Residential and business	179,768,732	163,542,713
Commercial	31,284,737	29,537,045
State	3,099,204	3,156,490
Small holdings and farms	692,712	867,955
	214,845,385	197,104,203
Property rates - penalties imposed	866,642	481,635
	215,712,027	**197,585,838**

21. Service charges

Sale of electricity	349,380,185	334,765,131
Sale of water	111,009,577	115,069,798
Sewerage and sanitation charges	72,064,166	66,889,920
Refuse removal	57,740,545	54,389,305
	590,194,473	**571,114,154**

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Figures in Rand	2018	2017

22. Government grants and subsidies

Operating grants		
Equitable share	84,223,000	72,950,000
National Expanded public works programme	2,300,000	1,922,000
National Financial management grant	1,550,000	1,475,000
Provincial Graduate internship grant	63,544	12,254
Provincial Human settlement developments grant	21,645,400	31,921,243
Provincial Library grant	6,306,000	5,919,001
Provincial Main road subsidy	139,000	137,000
Provincial Community development workers grant	74,000	75,000
Provincial Greenest municipality competition grant	120,000	-
	116,420,944	114,411,498
Capital grants		
Provincial Human settlement developments grant	34,180,062	7,651,410
Provincial Library grant	1,140,625	-
National Integrated national electrification programme	4,000,000	5,000,000
National Municipal infrastructure grant	17,786,160	21,030,000
Provincial Fire service capacity building grant	2,000,000	-
Provincial Public transport non-motorised infrastructure grant	3,610,006	-
Provincial Development of sport and recreation facilities grant	1,171,000	-
Provincial Municipal service delivery and capacity building grant	360,000	-
	64,247,853	33,681,410
	180,668,797	**148,092,908**

Equitable Share

This grant is primarily used to subsidise the provision of basic services to indigent households.

All registered indigent households receive a monthly subsidy based on the basic service charges for water, electricity, sewerage, refuse and up to 4,2kl waste water, which is funded from the grant. Indigent households also receive 6kl free water and 50kwh free electricity per month.

National Expanded public works programme

Current-year receipts	2,300,000	1,922,000
Conditions met - transferred to revenue	(2,300,000)	(1,922,000)
	-	**-**

National Financial management grant

Current-year receipts	1,550,000	1,475,000
Conditions met - transferred to revenue	(1,550,000)	(1,475,000)
	-	**-**

Provincial Graduate internship grant

Balance unspent at beginning of year	47,746	-
Current-year receipts	66,000	60,000
Conditions met - transferred to revenue	(63,545)	(12,254)
	50,201	**47,746**

Conditions still to be met - remain liabilities (see note 15).

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Figures in Rand	2018	2017

22. Government grants and subsidies (continued)

Provincial Human settlement developments grant

Balance unspent at beginning of year	3,924,531	105,817
Current-year receipts	67,831,880	43,391,367
Conditions met - transferred to revenue	(55,825,462)	(39,572,653)
	15,930,949	**3,924,531**

Conditions still to be met - remain liabilities (see note 15).

Provincial Library grant

Balance unspent at beginning of year	969,999	-
Current-year receipts	7,006,000	6,889,000
Conditions met - transferred to revenue	(7,446,624)	(5,919,001)
	529,375	**969,999**

Conditions still to be met - remain liabilities (see note 15).

Provincial Main road subsidy

Current-year receipts	139,000	137,000
Conditions met - transferred to revenue	(139,000)	(137,000)
	-	**-**

Provincial Community development workers grant

Current-year receipts	74,000	75,000
Conditions met - transferred to revenue	(74,000)	(75,000)
	-	**-**

Provincial Greenest municipality competition grant

Balance unspent at beginning of year	50,000	-
Current-year receipts	70,000	50,000
Conditions met - transferred to revenue	(120,000)	-
	-	**50,000**

National Integrated national electrification programme

Current-year receipts	4,000,000	5,000,000
Conditions met - transferred to revenue	(4,000,000)	(5,000,000)
	-	**-**

National Municipal infrastructure grant

Current-year receipts	22,330,000	21,030,000
Conditions met - transferred to revenue	(17,786,160)	(21,030,000)
	4,543,840	**-**

Conditions still to be met - remain liabilities (see note 15).

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Figures in Rand	2018	2017

22. Government grants and subsidies (continued)

Provincial Fire service capacity building grant

Balance unspent at beginning of year	1,200,000	-
Current-year receipts	800,000	1,200,000
Conditions met - transferred to revenue	(2,000,000)	-
	-	**1,200,000**

Conditions still to be met - remain liabilities (see note 15).

Provincial Public transport non-motorised infrastructure grant

Current-year receipts	4,000,000	-
Conditions met - transferred to revenue	(3,610,006)	-
	389,994	**-**

Conditions still to be met - remain liabilities (see note 15).

Provincial Development of sport and recreation facilities grant

Current-year receipts	1,171,000	-
Conditions met - transferred to revenue	(1,171,000)	-
	-	**-**

Provincial Municipal service delivery and capacity building grant

Current-year receipts	360,000	-
Conditions met - transferred to revenue	(360,000)	-
	-	**-**

Provincial Financial management capacity building grant

Current-year receipts	240,000	-

Conditions still to be met - remain liabilities (see note 15).

23. Public contributions and donations

National lotto funds	-	1,000,000
Government contributions non-cash	-	1,200,000
Public contributions non-cash	4,262,945	7,362,912
Spaces for sport	94,161	-
Tourism events	29,400	-
LG SETA	460,801	355,739
Accelerated Community Infrastructure Programme	-	570,895
	4,847,307	**10,489,546**

Reconciliation of conditional contributions

Balance unspent at beginning of year	282,001	1,272,001
Current-year receipts	4,753,146	9,499,546
Conditions met - transferred to revenue	(4,847,307)	(10,489,546)
	187,840	**282,001**

Conditions still to be met - remain liabilities (see note 15)

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Figures in Rand	2018	2017

24. Other income

Administration charges	500,580	539,196
Cemetries and burial fees	279,720	210,715
Cleaning and removals	126,840	517,902
Collection charges	3,695,926	2,888,846
Commission received	-	103,472
Development charges	3,750,175	4,513,819
Entrance fees	82,478	52,331
Fire service charges	786,025	163,315
Legal fees	772,445	1,695,857
Library fees	837	1,851
Management fees	2,048,008	1,739,612
Parking fees	614,164	1,770,214
Photocopy, print and fax charges	106,942	99,906
Planning and development fees	8,870,294	8,459,720
Publications	84,460	103,918
Roadworthy certificates	595,039	623,898
Sundry income	742,520	494,679
Training	14,428	237,188
	23,070,881	**24,216,439**

25. General expenses

Advertising	1,791,626	2,071,501
Assets expensed	795,482	775,374
Auditors remuneration	4,827,414	4,014,544
Bank charges	1,537,523	1,338,602
Commission paid	5,379,841	4,873,840
Contribution to/(from) provisions	7,353,660	5,563,580
Delegate expenses	128,992	97,479
Diesel for boilers	330,180	226,904
Electricity	5,167,137	4,712,310
Full Time Union Representative	74,362	-
Hire	499,500	323,229
IT expenses	5,270,324	4,776,252
Insurance	2,993,242	2,816,034
Licenses and permits	86,770	160,148
Postage and courier	1,264,556	1,302,770
Public functions	11,749	543,918
Reference library	547,539	779,436
Skills development levies	2,657,794	2,421,666
Solid waste dumping fees	-	647,420
Subscriptions and membership fees	3,231,950	3,064,007
Subsistence and transport	1,003,437	1,119,949
Sundry expenditure	237,736	32,139
Telephone and fax	3,155,072	2,903,944
Title deed search fees	105,382	90,118
Training	1,768,698	1,381,316
Transport	39,720	-
Uniforms and protective clothing	2,339,620	2,759,001
Vehicle tracking	713,671	-
Ward committee meetings	528,108	480,800
Water management charges	1,042,682	805,273
	54,883,767	**50,081,554**

Membership fees paid over to SALGA during the period amounted to R 3,181,529 (2017: R 2,745,492).

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Figures in Rand	2018	2017
26. Employee related costs		
Basic	191,162,965	176,054,970
Bonus	15,513,596	14,148,026
Medical aid - company contributions	11,195,194	10,523,203
UIF	1,772,204	1,695,204
WCA	1,583,764	1,541,805
Other payroll levies	105,774	106,924
Leave pay provision charge	771,590	1,385,253
Group life - company contributions	1,315,226	1,197,649
Post-employment benefits - Pension - Defined contribution plans	11,484,369	44,495,453
Travel, motor car, accommodation, subsistence and other allowances	7,850,057	7,601,722
Overtime payments	18,387,973	15,610,379
Long-service awards	6,054,400	1,835,739
Acting allowances	1,125,219	986,791
Housing benefits and allowances	5,482,435	5,064,068
Cellphone allowance	2,013,332	1,483,460
Scarcity allowance	2,142,534	1,997,860
Standby allowance	7,920,641	6,688,778
Sundry allowance	165,789	1,233
	286,047,062	**292,418,517**
26.1. Remuneration of Municipal Manager		
Annual Remuneration	1,328,484	1,256,438
Contributions to UIF, Medical and Pension Funds	317,966	302,529
Entertainment	12,000	12,000
	1,658,450	**1,570,967**
Cellphone allowance	27,540	23,360
Performance bonus	103,390	-
	130,930	**23,360**
26.2. Remuneration of Chief Financial Officer		
Annual Remuneration	1,295,160	1,263,970
Car Allowance	48,000	48,000
Contributions to UIF, Medical and Pension Funds	292,276	283,432
Entertainment	6,000	6,000
	1,641,436	**1,601,402**
Cellphone allowance	24,480	20,360
26.3. Remuneration of Director: Management Services		
Annual Remuneration	1,052,355	974,101
Car Allowance	72,000	72,000
Contributions to UIF, Medical and Pension Funds	256,627	238,441
Entertainment	5,952	6,000
Housing subsidy	9,559	8,904
	1,396,493	**1,299,446**
Cellphone allowance	27,540	23,360
Acting allowance	5,238	-
	32,778	**23,360**

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Figures in Rand	2018	2017

26. Employee related costs (continued)

26.4. Remuneration of Director: Community Services

Annual Remuneration	1,065,127	1,118,776
Car Allowance	78,000	78,000
Contributions to UIF, Medical and Pension Funds	264,512	119,292
Entertainment	7,817	8,082
Computer allowance	3,912	3,912
	1,419,368	**1,328,062**
Cellphone allowance	27,540	25,266
Acting allowance	4,776	-
	32,316	**25,266**

26.5. Remuneration of Director: Infrastructure and Planning

Annual Remuneration	1,279,886	1,247,868
Car Allowance	48,000	48,000
Contributions to UIF, Medical and Pension Funds	308,126	299,885
Entertainment	9,000	9,000
Computer allowance	4,800	4,800
	1,649,812	**1,609,553**
Cellphone allowance	27,540	23,360
Acting allowance	-	26,168
	27,540	**49,528**

26.6. Remuneration of Director: Local Economic Development

Annual Remuneration	1,195,271	1,095,232
Car Allowance	120,000	120,000
Contributions to UIF, Medical and Pension Funds	46,530	51,122
Entertainment	20,000	19,856
	1,381,801	**1,286,210**
Cellphone allowance	24,480	20,360
Acting allowance	-	9,217
	24,480	**29,577**

26.7. Remuneration of Director: Protection Services

Annual Remuneration	1,159,191	1,069,536
Car Allowance	120,000	120,000
Contributions to UIF, Medical and Pension Funds	52,365	49,352
Entertainment	10,000	9,913
	1,341,556	**1,248,801**
Cellphone allowance	27,540	23,360
Acting allowance	-	997
	27,540	**24,357**

The senior managements' cellphone allowances are included in the cellphone allowance item in note 28 above.

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Figures in Rand	2018	2017
26. Employee related costs (continued)		
Employee related costs for municipal staff	286,047,062	292,418,517
Employee related costs for senior management	10,488,916	9,944,441
Total employee related costs	**296,535,978**	**302,362,958**
27. Remuneration of councillors		
Executive Mayor	675,983	755,040
Deputy Executive Mayor	636,909	604,040
Mayoral Committee Members [2018: 4; 2017: 4]	2,785,701	2,343,767
Speaker	636,731	604,040
Councillors [2018: 19; 2017: 18]	4,320,993	4,301,166
Cellphone allowance	1,081,374	657,240
	10,137,691	**9,265,293**
28. Debt impairment		
Debt impairment	18,012,606	22,221,144
Debt impairment consists of the following:		
Fines impairment provision	16,198,026	19,730,069
Consumer debtors impairment provision	1,814,580	2,491,075
	18,012,606	**22,221,144**
29. Investment revenue		
Interest revenue		
Bank	5,586,063	5,090,529
Interest charged on trade and other receivables	2,985,708	2,671,120
Other financial assets	24,699,362	15,225,952
Other interest received	36,380	30,427
	33,307,513	**23,018,028**
30. Fair value adjustments		
Investment property (Fair value model)	9,343,500	2,980,500
Other financial assets		
• Other financial assets (Designated as fair value)	1,633,254	3,261,514
	10,976,754	**6,242,014**
31. Depreciation and amortisation		
Property, plant and equipment	129,375,714	124,408,064
Intangible assets	658,771	447,794
	130,034,485	**124,855,858**
32. Impairment of assets		
Impairments		
Property, plant and equipment	4,365,588	7,675,652
Assets were impaired during the year due to damage and redundancy. The recoverable amount the assets were based on is its fair value less costs to sell.		

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Figures in Rand	2018	2017

33. Finance costs

Finance leases	-	3,080
Current borrowings	46,128,610	45,910,068
	46,128,610	**45,913,148**

34. Auditors' remuneration

Fees	4,827,414	4,014,544

35. Repairs and maintenance

Repairs and maintenance consists of portions of various expenditure items.

2018	Property,plant and equipment	Investment property	Heritage assets	Total
Employee related costs	53,689,440	-	-	53,689,440
Materials	30,000,131	-	-	30,000,131
Contracted services	67,790,749	-	-	67,790,749
Other expenditure	8,555,489	-	-	8,555,489
	160,035,809	**-**	**-**	**160,035,809**

2017	Property,plant and equipment	Investment property	Heritage assets	Total
Employee related costs	44,307,696	-	-	44,307,696
Materials	11,738,179	-	-	11,738,179
Contracted services	26,985,007	-	-	26,985,007
Other expenditure	37,664,352	-	-	37,664,352
	120,695,234	**-**	**-**	**120,695,234**

36. Contracted services

Outsourced services	18,264,746	18,558,298
Consultancy services	13,719,673	22,773,707
Contractors	53,616,620	40,609,000
Sewerage services	42,236,179	37,772,066
Mini dumping sites	6,224,931	5,034,946
Security services	7,424,225	6,694,536
Maintenance of roads	18,687,462	18,090,459
Haulage services	6,891,239	6,192,691
	167,065,075	**155,725,703**

37. Grants and subsidies paid

Other subsidies		
Low income house-hold subsidies	46,180	49,458
Grants to organisations	260,778	348,378
Transfers/donations made to tourism authorities	1,493,050	1,468,215
In-kind donations	-	32,281
	1,800,008	**1,898,332**

38. Bulk purchases

Electricity	225,843,568	217,522,905

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Figures in Rand	2018	2017
39. Cash generated from operations		
Surplus/(deficit)	144,035,841	41,586,978
Adjustments for:		
Depreciation and amortisation	130,034,485	124,855,858
Gain/(loss) on sale of assets and liabilities	(28,077,096)	8,132,724
Fair value adjustments	(10,976,754)	(6,242,014)
Finance costs - Finance leases	-	3,080
Impairment deficit	4,365,588	7,675,652
Debt impairment	18,012,606	22,221,144
Movements in operating lease assets and accruals	379,796	(181,427)
Movements in post-employment benefit obligations	(23,382,310)	12,584,525
Movements in provisions	13,290,302	7,205,826
Movement in housing development fund	7,574	1,074,347
Movement in self insurance fund	1,564,730	1,934,799
Changes in working capital:		
Inventories	(14,656,435)	(12,545,550)
Receivables from exchange transactions	(1,282,695)	(4,280,694)
Consumer debtors	(2,812,295)	(6,799,978)
Other receivables from non-exchange transactions	(20,624,517)	(34,478,912)
Payables from exchange transactions	17,688,003	8,071,302
VAT	(519,938)	(624,770)
Unspent conditional grants and receipts	15,397,922	5,095,437
Consumer deposits	1,423,183	(6,904,251)
	243,867,990	**168,384,076**

40. Commitments

Authorised capital expenditure

Already contracted for		
• Property, plant and equipment	3,886,974	4,181,000
Expenditure approved but not yet contracted for		
• Property, plant and equipment	190,350,087	93,466,977
Total capital commitments		
Already contracted and authorised	3,886,974	4,181,000
Not yet contracted for and authorised by accounting officer	190,350,087	93,466,977
	194,237,061	**97,647,977**

This committed expenditure relates to property, plant and equipment and will be financed by retained surpluses, mortgage facilities, existing cash resources, funds internally generated, transfers and subsidies received etc.

Operating leases - as lessee (expense)

Minimum lease payments due		
- within one year	400,877	616,210
- in second to fifth year inclusive	95,275	-
	496,152	**616,210**

Operating lease payments represent rentals payable by the municipality for certain of its office equipment and office space. Leases are negotiated for an average term of 3 years and rentals are fixed for the lease term. No contingent rent is payable.

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Figures in Rand	2018	2017

40. Commitments (continued)

Operating leases - as lessor (income)

Minimum lease payments due		
- within one year	2,356,064	3,532,040
- in second to fifth year inclusive	7,255,918	8,101,123
- later than five years	11,066,770	12,577,628
	20,678,752	**24,210,791**

Certain of the municipality's property is held to generate rental income. Lease agreements are non-cancellable and have terms from 3 to 99 years. There are no contingent rents receivable.

Commitments are disclosed exclusive of VAT.

41. Contingencies

Contingent liabilities

Kleynhans Family Trust vs Overstrand Municipality

The applicant filed a notice of motion in the Westen Cape High Court requesting that the municipality be ordered to ensure that the Fernkloof Estate is fully protected by electrified fencing that is designed to prevent unauthorised access to the estate.

In February 2015 the High Court found in favour of the Municipality by dismissing the claim with cost. The applicant filed an application for leave to appeal on 4 March 2015. The applicants delivered their Notice of Appeal on 4 September 2015. On 30 June 2016, our attorneys received a notice of application for the allocation of a date for the hearing of an appeal. Appellants have applied on 29 July 2016 for the allocation of a date for the appeal hearing which has been set for 1 February 2017. The court found that there was no ordinate delay or prejudice in this matter, and on this basis the application can not be dismissed. The matter will be kept in abeyance untill we receive further information on the applicants next step.

The financial exposure is approximately R7,000,000.

Overstrand Municipality vs WSSA

The municipality received a review application from WSSA in the first week of September 2015 for purposes of setting aside an administrative decision to identify Veolia as the preferred bidder. The claim by the applicant is of a technical nature, with specific reference to whether the preferred bidders staffing as per the request for proposal achieved regulatory compliance.

The appeal hearing took place on 5 March 2018. On 29 March 2018 the appeal was dismissed with costs. The matter is awaiting taxation in the court.

The financial exposure is approximately R1,500,000.

A Jonathan vs Overstrand Municipality

The applicant was dismissed by the municipality. The municipality received a notice from the Labour Court on 21 December 2016 that the Review Application served on the Municipality by the Applicant have been set down on an unopposed basis.

Our attorneys accordingly filed an urgent notice of opposition. Considering the fact that the Applicants relief relate to reinstatement and reimbursement, and the grounds of his review, it was considered prudent to file the required notice of opposition. We can confirm that the condonation application and founding affidavit was signed, commissioned and filed in court and we can confirm that the applicant did not appear in court on 17 February 2017, with the court postponing the matter sine die.

The matter will be kept in abeyance until we receive further papers from the applicant.

The financial exposure is approximately R300,000.

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41. Contingencies (continued)

Claim for damages to property caused by fire.

On 27 February 2017 a fire broke out at Pringle Bay transfer station. The fire spread to adjacent properties causing damage and on 12 July 2017 a notice in terms of section 3 of the Institution of Legal Proceedings against certain Organs of State Act, 40 of 2002, was issued to the municipality. Damages totalling R121,220 was claimed by two property owners.

The claims have been referred to our insurance broker.

Contingent assets

New Republic Bank

The municipality has an investment with New Republic Bank. The bank is under receivership since October 1999. Interest only accrued untill 31 December 2007. There is no guarantee that the municipality will receive the full value of the investment. After the 2013 financial year-end, a dividend of R0.5268 in the rand on the capital amount still outstanding has been received. Therefore the a portion of the impairment was reversed. This brings the total payout to 99.15% of the original investment.

Due to the fact that the majority of the debt still to be collected, by the receivers, involve some form of legal action, it is not possible to determine a date as to when the liquidation process will be completed.

Management impaired this investment from R2,631,821 to Rnil in the 2010/2011 financial year. The exposure is approximately R405,181.

42. Related parties

Relationships

Senior management and councillors	Refer to note 26.1 to 26.7 and 27

There were no related party transactions that occurred during the period under review.

43. Comparative figures

The information presented below is only the statement of financial position and statement of financial performance items that have been affected by adjustments to comparative figures. The comparative figures have been adjusted for the following reasons:

Accounting errors:

Accounting errors relating to prior periods have been identified during the 2017/2018 financial period. These errors include mathematical errors[1], misapplication of accounting policies[2], oversight or misinterpretation of facts[3] and effects of fraud[4]

Changes in classification:

The municipality reclassified its account structure to allign as far as possible to the mSCOA tables issued in accordance with the Regulations on the Standard Chart of Accounts for Local Government. This necessitated the reclassification of comparative amounts as previously disclosed to those classifications alligned to the Standard Chart of Accounts.

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43. Comparative figures (continued)

The correction of errors and change in accounting policy detailed below has the following impact on the global opening balances as at 1 July 2016:

Assets:	Inventories	R (6,945,432)
	Operating leases	R 188,447
	Other receivables non-exchange	R (759,042)
	Cash and cash equivalents	R 199
	Property, plant and equipment	R 1,199,000
	VAT receivable	R 1,298
Liabilities:	Payables from exchange transactions	R (26,503)
	Unspent grants	R 964
	Provisions	R 565,932
Reserves:	Accumulated surplus	R (5,775,137)

	Amount previously reported	Accounting errors	Change in classification	Change in accounting policy	Restated amount
Statement of financial position					
Assets					
Current assets					
Inventories [1 3]	44,126,085	(8,687,987)	-	-	35,438,098
Operating leases [1 3]	681,145	421,184	-	-	1,102,329
Other receivables from non-exchange transactions [1]	13,909,143	2,100,336	-	-	16,009,479
VAT receivable [1]	7,927,046	(1,574,550)	-	-	6,352,496
Consumer debtors [1]	60,452,646	1,675,918	-	-	62,128,564
Cash and cash equivalents [1]	259,814,433	199	-	-	259,814,632
Non-current assets					
Property, plant and equipment [1]	3,377,482,217	996,828	-	-	3,378,479,045
Liabilities					
Current liabilities					
Payables from exchange transactions [1 3]	(80,535,024)	1,216,438	-	-	(79,318,586)
Unspent conditional grants [1 3]	(6,476,263)	1,986	-	-	(6,474,277)
Provisions [1 3]	(25,157,562)	547,923	-	-	(24,609,639)
Net assets					
Reserves					
Accumulated surplus [1 2 3]	(3,297,199,938)	3,301,725	-	-	(3,293,898,213)
Statement of financial performance					
Revenue					
Revenue from exchange transactions					
Service charges [1 3]	(624,577,317)	(774,167)	54,237,330	-	(571,114,154)
Other income [1 3]	(23,774,203)	(797,975)	355,739	-	(24,216,439)
Rental income [1 3]	(11,393,590)	(219,293)	-	-	(11,612,883)
Revenue from non-exchange transactions					
Property rates [1 3]	(197,047,196)	(57,007)	-	-	(197,104,203)
Penalties - property rates [1 3]	(416,276)	(65,360)	-	-	(481,636)
Fines [1 3]	(36,104,570)	(2,128,367)	-	-	(38,232,937)
Public contributions	(10,133,807)	-	(355,739)	-	(10,489,546)
Expenditure					
Employee related costs [1 3]	301,919,339	443,619	-	-	302,362,958
Contracted services [1 3]	129,646,791	(1,055,646)	27,134,559	-	155,725,704
General expenses [1 3]	103,865,031	16,986	(53,800,466)	-	50,081,551
Depreciation [1 3]	124,786,858	69,000	-	-	124,855,858
Materials [1 3]	20,273,344	1,879,122	26,665,902	-	48,818,368
Grants and subsidies paid	56,135,662	-	(54,237,330)	-	1,898,332
Debt impairment [3]	22,005,469	215,675	-	-	22,221,144

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43. Comparative figures (continued)

The disclosure regarding operating leases (as lerror and as lessee), in the commitments note, has been restated for the 2016/2017 financial year. The total amount was previously presented as R4,313,421 for the operating leases (as lessor) and R0 for the operating leases (as lessee).

44. Risk management

Financial risk management

Due to the largely non-trading nature of activities and the way in which they are financed, municipalities are not exposed to the degree of financial risk faced by business entities. Financial instruments play a much more limited role in creating or changing risks that would be typical of listed companies to which the IFRSs' mainly apply. Generally, Financial assets and liabilities are generated by day-to-day operational activities and are not held to manage the risks facing the municipality in undertaking its activities.

The Finance directorate monitors and manages the financial risks relating to the operations through internal policies and procedures. These risks include interest rate risk and liquidity risk. Compliance with policies and procedures are reviewed by the internal auditors on a continuous basis and annually by the external auditors. The municipality does not enter into or trade with financial instruments for speculative purposes.

Internal audit, responsible for initiating a control framework and monitoring and responding to potential risk, reports periodically to the municipality's audit committee, an independent body that monitors the effectiveness of the internal audit function.

Liquidity risk

The municipality’s risk to liquidity is a result of the funds available to cover future commitments. The municipality manages liquidity risk through an ongoing review of future commitments and credit facilities.

Credit risk

Credit risk consists mainly of cash deposits, cash equivalents, derivative financial instruments and trade debtors. The municipality only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.

The Municipality manages credit risk in its borrowing and investing activities by only dealing with well-established financial institutions of high credit standing, and by spreading its exposure over a range of such institutions in accordance with its approved investment policies. Credit risk relating to consumer debtors is managed in accordance with the Municipality’s credit control and debt collection policy. The Municipality’s credit exposure is spread over a large number and wide variety of consumers and is not concentrated in any particular sector or geographical area. Adequate provision has been made for anticipated bad and doubtful debts. Additional information relating to the analysis of consumer debtors is given in note 13 to the financial statements.

Financial assets exposed to credit risk at year end were as follows:

Counter parties with external credit rating (Fitch's):	**2018**	**2017**
Investments		
F1	380,514,135	170,727,644
F2	44,594,781	37,981,526
Counter parties without external credit rating:		
Receivables from exchange and non-exchange transactions		
Group 1	15,669,193	11,426,542
Group 3	8,285,363	6,004,515
Group 4	21,670,185	22,484,498
Consumer debtors		
Group 1	19,940,683	20,593,870
Group 2	714,598	615,979
Group 3	1,055,096	1,087,935
Group 4	41,415,902	39,830,780
Long term receivables		
Group 4	30,358	38,622

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44. Risk management (continued)

F1 = Highest credit quality. Indicates the strongest capacity for timely payment of financial commitments.

F2 = Good credit quality. A satisfactory capacity for timely payment of financial commitments.

F3 = Fair credit quality. The capacity for timely payment of financial commitments is adequate.

Group 1 = Speculative. Minimal capacity for timely payment of financial commitments, plus vulnerability to near term adverse changes in the financial and economic conditions.

Group 2 = Fair credit quality. The capacity for timely payment of financial commitments is adequate.

Group 3 = Good credit quality. A satisfactory capacity for timely payment of financial commitments.

Group 4 = Highest credit quality. Indicates the strongest capacity for timely payment of financial commitments.

Market risk

Interest rate risk

The municipality's interest rate risk arises from long-term borrowings. Borrowings issued at variable rates expose the municipality to cash flow interest rate risk. Borrowings issued at fixed rates expose the municipality to fair value interest rate risk. Municipality's policy is to maintain approximately 60% of its borrowings in fixed rate instruments. During 2018 and 2017, the municipality's borrowings at variable rate were denominated in the Rand.

The municipality limits its counterparty exposures from its money market investment operations by only dealing with well established financial institutions of high credit standing. No investment with a tenure exceeding twelve months shall be made without consultation with the councillor responsible for financial matters.

Consumer debtors comprise of a large number of ratepayers, dispersed across different industries and geographical areas. Ongoing credit evaluations are performed on the financial condition of these debtors. Consumer debtors are presented net of a provision for impairment. In the case of debtors whose accounts become in arrears, it is endeavoured to collect such accounts by "levying of penalty charges", "demand for payment", "restriction of services" and, as a last resort, "handed over for collection", whichever procedure is applicable in terms of Council's Credit Control and Debt Collection Policy.

Interest rate risk for trade and other payables is managed by ensuring that all payments are made within 30 days of receipt of statement, as prescribed by the MFMA.

Interest rate sensitivity analysis:
Financial assets:
If the average interest rate at a given date had been 100 basis points higher, with all other variables held constant, the fair value impact on the Statement of Financial Performance would have been R 210,409 (2017: R 184,215) with the opposite effect if the interest rate had been 100 basis points lower.

Financial liabilities:
If the average interest rate at a given date had been 100 basis points higher, with all other variables held constant, the fair value impact on the Statement of Financial Performance would have been R 24,503 (2017: R 34,179) with the opposite effect if the interest rate had been 100 basis points lower.

Cash flow interest rate risk

Financial instrument	Current interest rate	Due in less than a year	Due in one to two years	Due in two to five years	Due after five years	Total
Trade and other receivables - normal credit terms	14.19 %	48,042,996	15,083,283	-	-	63,126,279
Cash in current banking institutions	6.31 %	474,953,178	-	-	14,150	474,967,328
Fixed interest rate instruments	10.50 %	77,934,512	77,620,411	214,124,477	351,403,462	721,082,862
Variable interest rate instruments	10.26 %	1,021,041	930,493	137,249	-	2,088,783

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Figures in Rand	2018	2017

45. Unauthorised expenditure

Overspending of the total amount per vote appropriated in the municipality's approved budget		
Directorate: Protection services	-	5,833,790

There was no unauthorised expenditure for the period under review.

The unauthorised expenditure for the 2016/2017 financial year was approved in terms of the 4th Adjustments Budget for 2016/2017, dated 24 January 2018.

46. Fruitless and wasteful expenditure

Opening balance	26,374	210,303
Plot clearing charges not collected	-	30,522
Recovered / written-off by council	-	(214,451)
	26,374	**26,374**

47. Irregular expenditure

Opening balance	191,880	193,292
Procuring Goods and Services without following the official procurement process	24,290	-
Certified as irrecoverable and written-off / recovered / condoned	-	(1,412)
	216,170	**191,880**

Expenditure was incurred in contravention with the municipality's supply chain management policy. Irregular expenditure was approved in accordance with the supply chain management policy.

48. Actual operating expenditure versus budgeted operating expenditure

Refer to Appendix E(1) for the comparison of actual operating expenditure versus budgeted expenditure.

49. Actual capital expenditure versus budgeted capital expenditure

Refer to Appendix E(2) for the comparison of actual capital expenditure versus budgeted expenditure.

50. Deviation from supply chain management regulations

Paragraph 12(1)(d)(i) of Government gazette No. 27636 issued on 30 May 2005 states that a supply chain management policy must provide for the procurement of goods and services by way of a competitive bidding process.

Paragraph 36 of the same gazette states that the accounting officer may dispense with the official procurement process in certain circumstances, provided that he records the reasons for any deviations and reports them to the next meeting of the council and includes a note to the audited annual financial statements.

SCM Policy	**Description**		
Clause 36(1)(a)(i)	Emergency	3,049,293	334,683
Clause 36(1)(a)(ii)	Available from single provider only	968,992	640,689
Clause 36(1)(a)(v)	Impractical or impossible to follow the normal procurement process	7,748,135	8,997,807
		11,766,420	**9,973,179**

51. Multi-employer retirement benefit information

Overstrand Municipality makes provision for post-retirement benefits to eligible councillors and employees, who belong to different pension schemes.

One councillor belongs to the Pension Fund for Municipal Councillors.

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Notes to the Audited Annual Financial Statements

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51. Multi-employer retirement benefit information (continued)

Employees belong to a variety of approved Pension and Provident Funds as described below.

These funds are governed by the Pension Funds Act and include both defined benefit and defined contribution schemes.

All of these afore-mentioned funds are multi-employer plans and are subject to either a tri-annual, bi-annual or annual actuarial valuation, details which are provided below.

The only obligation of the municipality with respect to the retirement benefit plans is to make the specified contributions. Where councillors / employees leave the plans prior to full vesting of the contributions, the contributions payable by the municipality are reduced by the amount of forfeited contributions.

The total expense recognised in the Statement of Financial Performance of R11.5 million (2017: R44.4 million) represents contributions payable to these plans by the municipality at rates specified in the rules of the plans. These contributions have been expensed.

DEFINED BENEFIT SCHEMES

LA Retirement Fund:

The scheme is subject to an annual actuarial valuation. The last statutory valuation was performed as at 30 June 2017. The scheme both operates a Defined benefit and Defined contribution scheme.

Defined Benefit Scheme:
The contribution rate payable under the defined benefit section is 27%, 9% by the members and 18% (up to 31 January 2012) and 23.06% (from 1 February 2012) by their councils. The actuarial valuation report at 30 June 2017 disclosed an actuarial valuation amounting to R1.859 billion (2016 : R2.038 billion), with a net accumulated surplus of R46.989 million (2016 : R49.145 million), with a funding level of 102.6% (2016 : 106.1%).

Defined Contribution Scheme:
The actuarial valuation report at 30 June 2017 indicated that the defined contribution scheme of the fund is in a sound financial position, with a assets amounting to R1911.9 million (2016 : R1960.9 million), net investment reserve of R0 million (2016 : R0 million) and a funding level of 100.0% (2016 : 100%).

South African Local Authorities Pension Fund (SALA):

The scheme is subject to an annual actuarial valuation. The last statutory valuation was performed as at 1 July 2015.

The statutory valuation performed as at 1 July 2015 revealed that the assets of the fund amounted to R13.231 billion (2014 : R12.658 billion), with funding levels of 100% (2014 : 100%). The contribution rate paid by members was 9% and by Council 18% and is sufficient to fund the benefits accruing from the fund in the future. The next statutory valuation of the Fund is due on 1 July 2018.

DEFINED CONTRIBUTION SCHEMES

Consolidated Retirement Fund for Local Government:

The scheme is subject to an annual actuarial valuation. The last statutory valuation was performed as at 30 June 2016.

The statutory valuation performed as at 30 June 2016 revealed that the assets of the fund amounted to R20.075 billion (2015 : R18.322 billion), with funding levels of 100.5% and 118.0% (2015 : 100.0% and 112.1%) for the Share Account and the Pensions Account respectively. The contribution rate paid by the members (8%) and the municipalities (19%) is sufficient to fund the benefits accruing from the fund in the future.

Municipal Councillors Pension Fund:

The scheme is subject to an actuarial valuation every three years. The last statutory valuation was performed as at 30 June 2015.

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51. Multi-employer retirement benefit information (continued)

The statutory valuation performed as at 30 June 2015 revealed that the assets of the fund amounted to R2.552 billion (2014 : R2.229 billion) with funding levels of 101.08% (2014 : 98.83%). The contribution rate paid by the members (13.75%) and the municipalities (15.00%) is sufficient to fund the benefits accruing from the fund in the future.

South African Municipal Workers Union National Provident Fund:

The last statutory valuation was performed as at 30 June 2014.

The statutory valuation performed as at 30 June 2014 revealed that the assets of the fund amounted to R6.574 billion (2011 : R4.022 billion) with funding levels of 111.7% (2011 : 111.1%). The contribution rate paid by the members not less than 7.50% and Council not less than 18.00% is sufficient to fund the benefits accruing from the fund in the future.

52. Distribution losses

Water		
Technical losses		
Rand value	262,104	144,069
No. of units (kl)	163,145	164,841
% loss	2.41 %	2.18 %
Non-technical losses		
Rand value	1,786,269	2,210,719
No. of units (kl)	1,111,851	1,444,192
% loss	16.41 %	19.11 %
Electricity		
Technical losses		
Rand value	8,669,675	8,441,326
No. of units (kWh)	12,550,195	12,287,581
% loss	5.00 %	5.00 %
Non-technical losses		
Rand value	212,634	4,002,006
No. of units (kWh)	307,817	5,825,503
% loss	0.12 %	2.37 %

Non-technical water losses to the amount of R 1,786,269 (16.41%) were incurred as a result of unmetered connections, aging pipeline infrastructure, burst pipes, old reticulation networks and other leakages. Alien vegetation infestation in watercourses and catchment areas are also a contributing factor as well as technical water losses to the amount of R 262,104 (2.41%).

Electricity losses to the amount of R 8,669,675 (5.00%) were incurred as a result of technical losses caused by the nature of electricity and the manner of its distribution, via the network, status/condition and age of the network, weather conditions and load on the system as well as non-technical losses, e.g. theft and vandalism, to the amount of R 212,634 (0.12%).

53. Awards to close family members of persons in the service of the state

Refer to page 59 for detail relating to awards made to close family members of persons in the service of the state for the year ended 30 June 2018.

54. Budget variances

Material variances between budget and actual amounts

Changes from the approved budget to the final budget

The changes between the approved and final budget are a consequence of changes in the overall budget parameters.

Explanations for variances over 10% between budget and actual figures.

Statement of Comparison of Budget and Actual Amounts and Appendix E(1)

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Notes to the Audited Annual Financial Statements

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54. Budget variances (continued)

Statement of financial performance and Appendix E(1):

Revenue:

Rental of facilities and equipment, 149.82% Reclassifications between this item and Other Income

Agency services, 21.37% More vehicle registrations than anticipated

Government grants and subsidies, (10.85%) MIG and Human Setlements Grant underspend .

Public contributions - 100% - Non cash contributions for land and infrastructure that vested to the municipality.

Other income, (14.72%) Reclassifications between this item and Rental of facilities and equipment.

Interest received, 46,97% Slower Capital Budget implementation, Cash flow from Land Sales.

Other revenue and costs:

Gain on disposal of assets and liabilities, 17.86% Proceeds for disposal of Assets higher than estimated)

Fair value - 100% - Budgeting subject to impracticalities for the determination of the outcome in advance.

Expenditure:

Debt impairment, (20.97%) Fines impairment less than estimated

Materials, (22.21%) Underspending on Housing Top Structures

Lease rentals on operating leases - (100%) - Lease rentals budgeted together with general expenses but shown seperate in financial statements.

Statement of financial position:

Receivables from exchange, receivables from non-exchange, operating leases and VAT - (4.9%) (in total, but individual above 10%) - The budget does not provide for detail splitting of the various types of receivables therefore it is shown as one line item in the budget but seperate line items in the financial statements. All these items need to be seen as a whole to determine the actual variance. The actual variance is therefore below 10%.

Inventories, 249.94% Top Structures not completed

Consumer debtors, (13.03%) Effective debt collection regardless of economic slow down

Cash and cash equivalents, 24.19% Increased cash as result of unspend Grants and Loans, Savings on Expenditure.

Heritage assets and Property, plant and equipment - (0.3%) (in total but heritage assets by itself is 100%) - The budget does not provide a seperate item for heritage assets and therefore it is included with property, plant and equipment. These items need to be seen as a whole to determine the actual variance. The actual variance is therefore below 10%.

Investment property, 12.74% Best estimate

Intangible assets, 12.75% Actual prices higher than estimated.

Payables from exchange transactions, 31.49% Yeaar end timing of Creditor Payments.

Consumer deposits, (21.85%) Effective Debt Collection

Unspent conditional grants - 100% - Budgeting subject to impracticalities for the determination of the outcome in advance.

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54. Budget variances (continued)

Provisions and employee benefit obligation - (10.5%) (in total but employee benefit by itself is 100% and provisions by itself is (53.71%)) - The budget does not provide a seperate item for employee benefit obligation and therefore it is included with provisions. These items need to be seen as a whole to determine the actual variance. The same principle applies with regards to the long term portions, which are, in total below 10%. The variance in the current provisions is due to the rehabilitation of tipsites where the lifespan of the open cell increased due to extra capacity and a new cell that became operational.

Housing development fund, 33.54% Timelines for Gap Housing spending not reached

Cash flow statement:

Interest income, 46.97% Slow Capital Spending, Cashflow from Land Sales invested.

Movement in housing development fund and self insurance fund-– 100% - The budget does not provide a seperate item for the movement in the housing development fund and the self insurance fund and therefore it is included with other receipts. These items need to be seen as a whole to determine the actual variance which will then be below 10%.

Other receipts, 13.01% Higher receipts on Other Revenue than estimated

Other payments, (16.49%) Human Settlement Grant underspend, Saving on Operational Expenditure

Purchase of property, plant and equipment and intangible assets-– 11.12% (in total) - The budget does not provide a seperate item for the purchase of intangible assets and therefore it is included with the purchase of property, plant and equipment. These items need to be seen as a whole to determine the actual variance. The variance was due to capital expenditure not realising as planned and rolled over to the next year.

Proceeds on sale of assets (PPE, Investment property, heritage assets etc) - (100.0%) - The budget does not provide a seperate item for the proceeds of other types of assets and therefore it is included with the proceeds of property, plant and equipment, if any. These items need to be seen as a whole to determine the actual variance. Budgeting subject to impracticalities for the determination of the outcome in advance.

Movement in financial assets (17.26%) Fair Value of Sinking Fund - Economic slow-down

Movement in long term receivables (22.61%) Deviation inflated on small amount

Movement in other financial liabilities (92.73%) Deviation inflated on small amount

Net increase/(decrease) in cash and cash equivalents, 75.43% Increased cash as result of unspend Grants and Loans, Savings on Expenditure

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55. Public-private partnership

Gansbaai Landfill Site

The municipality entered into a public-private partnership during the 2010/11 financial year. The service consists of the chipping of garden waste to reduce the transportable volume and the hauling by road of all waste from the Public Drop-offs at Stanford and Pearly Beach to the Gansbaai Landfill as well as the operation of these two Public Drop-offs and the Gansbaai Landfill. The agreement is for a period of eight years terminating in the 2018/19 financial year.

The following facilities are made available to the Contractor:

Gansbaai Landfill Site:

Weighbridge, Office, ablution facilities, kitchen, Material Recovery Facility, Public Drop-off and limited container storage,

Stanford Drop-off:

Access Control Building, ablution facilities and limited container storage

Pearly Beach Drop-off:

Access Control Building, ablution facilities and limited container storage.

Equipment and materials made available to the Service Provider by the Employer, or purchased by the Service Provider with funds provided by the Employer for the performance of the Services shall be the property of the Employer and shall be marked accordingly.

The contract may be terminated by either party due to non-performance.

56. Events after reporting date

Non Adjusting Events

Property, Plant & Equipment

Civil unrest / protest action took place in Overstrand during the period 11 July 2018 until 26 July 2018. This resulted in extensive damage to infrastructure, buildings and equipment for which the replacement value is estimated to be R27 million.

57. Non-compliance with the Local Government: Municipal Finance Management Act, No. 56 of 2003 (MFMA)

The annual financial statements was submitted for auditing to the Auditor-General on 01 September 2018 at 03h44, thus it was not submitted within two months after the end of the financial year (31 August 2018) as required by section 126(1)(a) of the MFMA.

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SUPPLY CHAIN MANAGEMENT - REGULATION 45 DISCLOSURE TO THE ANNUAL FINANCIAL STATEMENTS 2017/2018
AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE IN EXCESS OF R2 000 IN TERMS OF CLAUSE 45 OF THE SCM POLICY FOR THE PERIOD ENDED 30 JUNE 2018

					2017/18	2016/17
No.	**Creditor Name**	**Relationship**	**Person In The Service Of The State**	**Capacity**	**Value (Excl Vat)**	
1	A2 LOODGIETERS CC	SPOUSE	BEATRIX MAGDALENA NEL	Prison Warden (Department of Correction Services)	2,473,630.39	-
2	ADENCO CONSTRUCTION (PTY) LTD	PARENT	HV MACHIMANA	Social worker (provincial government)	-	103,148.40
3	AJ MOTOR TRIMMERS	SPOUSE	HELOISE FORTUNE	TYPIST/CLERK/SECRETARY	-	32,120.00
4	APPEL VM	SPOUSE	DELICIA APPEL	Marketing & Communications Officer (SANBI)	80,750.00	4,500.00
5	ARENDSE RW	SPOUSE	ESMARILDA ARENDSE	Teacher (Depart of Western Cape)	568,714.08	-
6	AURECON SOUTH AFRICA (PTY) LTD	PARENT	BOTHA T	Technical Manager (Oudtshoorn Municipality)	-	655,242.73
7	BERGSTAN SOUTH AFRICA	SPOUSE	JACQUELINE BEUKES	Social Worker (Department of Social Services)	80,171.64	11,192.52
8	BESTER M	PARENT	JAKOBUS JOHANNES ENGEL	Supervisor - driver (Overstrand Municipality)	-	15,960.00
9	BOLAND VALUERS	SPOUSE	ESTER GROENEWALD	Part-time Councillor (Stellenbosch Municipality)	243,800.00	369,987.00
10	BREDASDORP VLAKTE FIRE PROTECTION ASSOCIATION	CHILD	DR PAM ALBERTYN	Fire Protection Office (National Parks)	-	3,560.00
11	CONLOG (PTY) LTD	SPOUSE	MRS N MOODLEY	DIRECTOR: INFORMATRICS, DEPT OF HEALTH	8,223.18	27,607.15
12	CRAZEE DESIGN & PRINTING	SPOUSE	JURITA BOOKER	Senior Clerk: Client Services: OVM	-	3,600.00
13	CUPINC HERMANUS (PTY) LTD CUPBOARDS INC	PARENT	JARRAD PAUL GREY	Seaman (SA Navy)	-	29,310.00
14	CSM CONSULTING SERVICES (PTY) LTD	CHILD	ANDRE VANCOILLIE	Chief Town Planner (Department of Environmental)	46,975.00	-
15	D & J VERVOER	PARENT	JC VERMEULEN (HATIE)	Accountant: Revenue (Overstrand Municipality)	45,298.15	15,136.77
16	DJ MAGIC	PARENT	LOWIES ADONIS, DRIVE	Driver, Refuse (Overstrand Municipality)	39,050.00	81,900.00
17	DU PLESSIS AA (ANGIES CATERING)	CHILD	BRONWYN DU PLESSIS	Temp LED (Overstrand Municipality)	18,750.00	-
18	ELEANOR'S CATERING SERVICE	BROTHER	LIONEL HENEKE	Paramedic (Western Cape dept of health)	-	127,535.00
19	ELMAGER GENERAL DEALERS (PTY) LTD	SPOUSE	GERT WEPENER	Consultant (Stellenbosch Municipality)	-	29,975.55
20	ENGELBRECHT & SCORGIE TEKENKANTOOR BK	SPOUSE	CARLOW ENGELBRECHT	ICT Administrator (Overstrand Municipality)	385,297.34	27,518.69
21	FOUR HELPS ENTERPRISE	SPOUSE	STEPHEN WILLIAMS & M	Clerk: Operational (Overstrand Municipality)	57,812.00	-
22	GREATER OVERBERG FIRE PROTECTION ASSOCIATION	CHILD	DR PAM ALBERTYN	National Parks	54,272.00	-
23	FLORIS SM	BROTHER	ALFRANCO FLORIS	Supervisor: Road Marking OVM	-	24,500.00
24	FOUR HELPS ENTERPRISE	SPOUSE	STEPHEN WILLIAMS	Clerk: Operational Kleinmond (Overstrand Municipality)	-	35,650.00
		BROTHER	GERSHWIN JACOBS	Plumber: Operational Kleinmond (Overstrand Municipality)		
25	GANSBAAI AIRCON AND REFRIGERATION CC	CHILD	HA GOEDDE	General Worker: (Overstrand Municipality)	-	124,035.27
26	HENRY MOSES SPANDIEL PROJECTS	SPOUSE	EC SPANDIEL	Teacher (Western Cape Dept of Education)	812,222.54	-
27	IKAPA RETICULATION & FLOW	SPOUSE	SOPHIA FRANCES ANITA	Teacher (Western Cape Dept of Education)	4,356,727.52	221,664.09
28	JAHWU HIRING	CHILD	ALETHEA JOHNSON	Library Assistant (Overstrand Municipality)	-	5,895.00
29	JORDAAN BJ	SPOUSE	MERLE JORDAAN	Teacher (Depart of Western Cape)	8,500.00	5,000.00
30	KARELSE G (GLENWAN KARELSE CLEANING SERVICES)	BROTHER	WILLIE KARELSE	Truck Driver (Overstrand Municipality)	-	30,780.00
31	LEGUAL DEVELOPMENTS CO-OPERATIVE LIMITED	SPOUSE	LUCINDA BUCCHIANERI&MORE(LIST	Senior Manager: HR (Overstrand Municipality)	-	15,447.12
32	LIEBENBERG R (RL SPARES)	PARENT	ELSABE STADLER	Manager: Client Services (Overstrand Municipality)	-	16,212.50
33	MASIQHAME TRADING 77 CC	CHILD	SIMPIWE GXILISHE	Teacher (Western Cape Dept of Education)	3,377.25	-
		CHILD	BONGIWE GXILISHE	Teacher (Western Cape Dept of Education)		
34	MAXITEC	SPOUSE	RIANA STEENEKAMP	Media Liason Officer (Overstrand Municipality)	190,535.06	-
35	MITCHELL J	PARENT	JOHN MITCHELL (JNR)	Truck Driver (Theewaterskloof municipality)	-	8,097.00
36	NCC ENVIRONMENTAL SERVICES	SPOUSE	K PURNELL COCT&C RHO	City Of Cape town	65,298.60	-
37	NEL MM	SPOUSE	JG NEL, GBAAI ADMIN.	Generla Worker (Overstrand Municipality)	8,330.00	-
38	NXINXIS SERVICES (PTY) LTD	SPOUSE	XOLANI GQOLI	Sergeant (SAPS)	24,150.00	-
39	PATHCARE	SPOUSE	CHRISTINE MAAS	Senior Medical Officer (City of Cape Town)	-	5,846.30
40	PJ BOOKBINDERS	CHILD	SIMONE BARNES	Org. Development Practitioner: Dept of Premier	18,725.30	18,067.86
41	PREMISES	SPOUSE	CHARLOTTE HECTOR	Quality Accessor(NHBRC)	41,825.13	14,881.16
42	QUINTESSENTIAL SECURITY CC	SPOUSE	HANLIE VAN TONDER	Manager: Council Services Support (Overstrand Municipality)	3,894,943.53	48,166.96
43	RHODE BROS STEEL PROJECTS CC	CHILD	DON RHODE - SON OF M	Police Officer (SAP)	70,000.00	12,540.00
44	RITA DU TOIT RECRUITMENT ADVERTISING	SPOUSE	LEON EGBERT DU TOIT	Chief Inspector (Department of Agriculture)	20,057.05	-
45	SALES A	SPOUSE	ELMARIE SALES	Personal Assistant - Department of Social Development	10,060.00	31,570.00
46	SA EMPLOYMENT LAW SERVICES CC	SPOUSE	GERTRUDA ALETTA BUIT	Head Payroll (City Of Cape Town)	18,079.60	-
47	SOBANTU M	SPOUSE	NOMABHELE SOBANTU	Clerk (South African Police Services)	33,470.00	-
48	SOUND WORKS HERMANUS (PTY) LTD	PARENT	JD MITCHELL	Foreman (Theewaterskloof Municipality)	32,260.12	78,500.00
49	SWART JI	SPOUSE	MADELEIN SWART	Administrator(Overstrand Municipality)	6,000.00	-
50	SWARTZ L	CHILD	CARLA C SWARTZ	Administrator(Overstrand Municipality)	10,610.00	-
51	TEMMO'S SHADE PORTS AND CLEANING SERVICES	BROTHER	TEMOHO LEBESANA	Security (Transnet)	-	64,000.00
52	UKHETO PROJECTS (PTY) LTD	SPOUSE	CELESTE HARDING	Administrator(Overstrand Municipality)	99,525.13	-
53	UYLENVLEI RETREAT	CHILD	MS JP VAN DEVENTER	Teacher (Western Cape Dept of Education)	18,870.00	-
54	WAB PRINTMEDIA (PTY) LTD	SPOUSE	ADELINE BRINK	Manager: Corporate Services-Drakenstein Muni.	14,060.00	13,800.00
55	WALLY'S PANELBEATERS	SPOUSE	JONELLE WILLIAMS (TR	Clerk, Traffic- Overstrand Municipality	13,626.95	55,050.00
56	EYONA KHOZA TRADING (PTY) LTD	SPOUSE	Ronald Williams	Prison Warden (Department of Correction Services)	5,500.00	-
57	GIBB (PTY) LTD	Spouse	Alan Moon	Head of Business Continuity (City of Cape Town	4,961,243.96	3,032,262.01
		Spouse	Sonnika Cilliers	Teacher (Western Cape Dept of Education)		
		SPOUSE	Nokuthula Mkhize	Accounting Clerk (Department of Water Affairs)		
		PARENT	Irma Brink	Teacher (Free State Dept of Education)		
		SPOUSE	Nkosinathi Mzayia	Prison Warden (Department of Correction Services)		
		SPOUSE	Jacqueline Gooch	Head of Department (Department of Transport)		
		SPOUSE	Unathi Lekonyana	Deputy Director: Grant Monitoring (National Treasury)		
		SPOUSE	Rajiv Beharie	Senior Engineer (ESKOM)		
		SPOUSE	K Naidoo	Head of Department (Department of Education)		
					18,840,741.52	**5,400,259.08**

AUDITOR-GENERAL SOUTH AFRICA
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Appendix A
June 2018

Schedule of external loans as at 30 June 2018

	Loan Number	Redeemable	Balance at 30 June 2017 Rand	Received during the period Rand	Redeemed written off during the period Rand	Balance at 30 June 2018 Rand
Development Bank of South Africa						
DBSA @ 7.894%	13535/102	2020	942,290	-	314,098	628,192
DBSA @ 7.894%	13543/101	2019	820,847	-	273,615	547,232
DBSA @ 7.594%	13761/101	2020	912,606	-	260,744	651,862
DBSA @ 9.86%	102169/1	2022	8,501,125	-	1,389,611	7,111,514
DBSA @ 10.92%	103946/1	2026	36,000,000	-	4,000,000	32,000,000
DBSA @ 10.60%	103946/2	2026	100,000,000	-	-	100,000,000
DBSA @ 11.833%	61007348	2030	29,079,511	-	963,572	28,115,939
DBSA @ 10.728%	61007381	2030	29,672,827	-	1,065,214	28,607,613
DBSA @ 10.205%	61007382	2030	-	30,000,000	388,899	29,611,101
			205,929,206	**30,000,000**	**8,655,753**	**227,273,453**
Annuity loans						
ABSA @ 10.38%	0387230981	2024	47,455,442	-	4,450,140	43,005,302
ABSA @ 10.44%	4073054262	2024	26,043,529	-	2,686,407	23,357,122
ABSA @ 10.82%	4073923493	2024	27,598,627	-	2,812,243	24,786,384
ABSA @ 7.92%	0387230983	2020	3,469,571	-	1,067,989	2,401,582
ABSA @ 9.11%	0387230982	2028	26,863,838	-	1,504,903	25,358,935
ABSA @ 10.94%	0387230984	2029	36,093,521	-	1,567,942	34,525,579
ABSA @ 9.69%	0387230985	2021	910,906	-	196,515	714,391
ABSA @ 9.95%	0387230986	2030	32,572,142	-	1,312,854	31,259,288
ABSA @ 9.30%	0387230987	2022	4,038,936	-	668,209	3,370,727
INCA @ 10.09%		2022	31,098,928	-	5,045,636	26,053,292
			236,145,440	**-**	**21,312,838**	**214,832,602**
Total external loans						
Development Bank of South Africa			205,929,206	30,000,000	8,655,753	227,273,453
Annuity loans			236,145,440	-	21,312,838	214,832,602
			442,074,646	**30,000,000**	**29,968,591**	**442,106,055**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence

Appendix B
June 2018

Analysis of property, plant and equipment as at 30 June 2018

	Cost/Revaluation							Accumulated depreciation						
	Opening Balance Rand	Additions Rand	Disposals Rand	Transfers Rand	Revaluations Rand	Fair value adjustment Rand	Closing Balance Rand	Opening Balance Rand	Disposals Rand	Transfers Rand	Depreciation Rand	Impairment loss Rand	Closing Balance Rand	Carrying value Rand
Land and buildings														
Land (Separate for AFS purposes)	347,619,160	3,807,945	(2,404,218)	(453,060)	-	**-**	**348,569,827**	(425,208)	-	-	-	-	**(425,208)**	348,144,619
Buildings (Separate for AFS purposes)	445,111,856	7,749,773	-	(300,000)	-	**-**	**452,561,629**	(164,455,265)	-	135,000	(11,860,724)	-	**(176,180,989)**	276,380,640
	792,731,016	**11,557,718**	**(2,404,218)**	**(753,060)**	**-**	**-**	**801,131,456**	**(164,880,473)**	**-**	**135,000**	**(11,860,724)**	**-**	**(176,606,197)**	**624,525,259**
Infrastructure														
Roads, Pavements & Bridges	1,470,949,639	44,153,979	-	-	-	**-**	**1,515,103,618**	(428,025,641)	-	-	(32,760,873)	-	**(460,786,514)**	1,054,317,104
Storm water	292,464,546	10,931,833	-	-	-	**-**	**303,396,379**	(95,703,447)	-	-	(5,822,351)	-	**(101,525,798)**	201,870,581
Electricity	1,018,442,395	18,144,777	(3,664,218)	(2,845,218)	-	**-**	**1,030,077,736**	(483,691,110)	3,664,218	-	(24,861,693)	(1,733,326)	**(506,621,911)**	523,455,825
Water	1,034,458,593	3,248,292	(579,213)	-	-	**-**	**1,037,127,672**	(528,620,373)	579,213	-	(27,417,046)	(302,676)	**(555,760,882)**	481,366,790
Sewerage	646,484,015	8,360,377	(1,021,549)	-	-	**-**	**653,822,843**	(270,364,657)	1,021,549	-	(16,352,995)	(694,175)	**(286,390,278)**	367,432,565
Solid waste disposal	55,867,227	98,066	(1,756,208)	-	-	**-**	**54,209,085**	(20,308,554)	1,756,208	-	(4,746,898)	(585,964)	**(23,885,208)**	30,323,877
	4,518,666,415	**84,937,324**	**(7,021,188)**	**(2,845,218)**	**-**	**-**	**4,593,737,333**	**(1,826,713,782)**	**7,021,188**	**-**	**(111,961,856)**	**(3,316,141)**	**(1,934,970,591)**	**2,658,766,742**
Heritage assets														
Land and buildings	133,265,889	-	-	-	-	**-**	**133,265,889**	(9,250,000)	-	-	-	-	**(9,250,000)**	124,015,889
Other assets	166,309	-	-	-	-	**-**	**166,309**	-	-	-	-	-	**-**	166,309
	133,432,198	**-**	**-**	**-**	**-**	**-**	**133,432,198**	**(9,250,000)**	**-**	**-**	**-**	**-**	**(9,250,000)**	**124,182,198**
Other assets														
General vehicles	60,724,501	8,655,502	(954,224)	-	-	**-**	**68,425,779**	(16,470,439)	881,704	-	(2,822,533)	(527,380)	**(18,938,648)**	49,487,131
Furniture & Fittings	24,244,754	744,417	(1,487,641)	-	-	**-**	**23,501,530**	(13,585,699)	1,486,492	-	(2,006,320)	(497,254)	**(14,602,781)**	8,898,749
Machinery & Equipment	8,451,143	599,234	(119,533)	-	-	**-**	**8,930,844**	(4,688,391)	114,138	-	(724,277)	(24,809)	**(5,323,339)**	3,607,505
	93,420,398	**9,999,153**	**(2,561,398)**	**-**	**-**	**-**	**100,858,153**	**(34,970,307)**	**2,482,334**	**225,778**	**(5,553,130)**	**(1,049,443)**	**(38,864,768)**	**61,993,385**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence

Analysis of property, plant and equipment as at 30 June 2018

Cost/Revaluation — Accumulated depreciation

	Opening Balance Rand	Additions Rand	Disposals Rand	Transfers Rand	Revaluations Rand	Fair value adjustment Rand	Closing Balance Rand	Opening Balance Rand	Disposals Rand	Transfers Rand	Depreciation Rand	Impairment loss Rand	Closing Balance Rand	Carrying value Rand
Total property plant and equipment														
Land and buildings	792,731,016	11,557,718	(2,404,218)	(753,060)	-	**-**	**801,131,456**	(164,880,473)	-	135,000	(11,860,724)	-	**(176,606,197)**	624,525,259
Infrastructure	4,518,666,415	84,937,324	(7,021,188)	(2,845,218)	-	**-**	**4,593,737,333**	1,826,713,782)	7,021,188	-	(111,961,856)	(3,316,141)	**1,934,970,591)**	2,658,766,742
Heritage assets	133,432,198	-	-	-	-	**-**	**133,432,198**	(9,250,000)	-	-	-	-	**(9,250,000)**	124,182,198
Other assets	93,420,398	9,999,153	(2,561,398)	-	-	**-**	**100,858,153**	(34,970,307)	2,482,334	225,778	(5,553,130)	(1,049,443)	**(38,864,768)**	61,993,385
	5,538,250,027	**106,494,195**	**(11,986,804)**	**(3,598,278)**	**-**	**-**	**5,629,159,140**	**2,035,814,562)**	**9,503,522**	**360,778**	**(129,375,710)**	**(4,365,584)**	**2,159,691,556)**	**3,469,467,584**
Intangible assets														
Computers - software & programming	5,995,304	1,070,422	-	-	-	**-**	**7,065,726**	(2,068,065)	-	-	(658,771)	-	**(2,726,836)**	4,338,890
Water rights	2,360,000	-	-	-	-	**-**	**2,360,000**	-	-	-	-	-	**-**	2,360,000
	8,355,304	**1,070,422**	**-**	**-**	**-**	**-**	**9,425,726**	**(2,068,065)**	**-**	**-**	**(658,771)**	**-**	**(2,726,836)**	**6,698,890**
Investment properties														
Investment property	155,268,500	488,000	(50,872,061)	618,061	-	**9,343,500**	**114,846,000**	-	-	-	-	-	**-**	114,846,000
	155,268,500	**488,000**	**(50,872,061)**	**618,061**	**-**	**9,343,500**	**114,846,000**	**-**	**-**	**-**	**-**	**-**	**-**	**114,846,000**
Total														
Land and buildings	792,731,016	11,557,718	(2,404,218)	(753,060)	-	**-**	**801,131,456**	(164,880,473)	-	135,000	(11,860,724)	-	**(176,606,197)**	624,525,259
Infrastructure	4,518,666,415	84,937,324	(7,021,188)	(2,845,218)	-	**-**	**4,593,737,333**	1,826,713,782)	7,021,188	-	(111,961,856)	(3,316,141)	**1,934,970,591)**	2,658,766,742
Heritage assets	133,432,198	-	-	-	-	**-**	**133,432,198**	(9,250,000)	-	-	-	-	**(9,250,000)**	124,182,198
Other assets	93,420,398	9,999,153	(2,561,398)	-	-	**-**	**100,858,153**	(34,970,307)	2,482,334	225,778	(5,553,130)	(1,049,443)	**(38,864,768)**	61,993,385
Intangible assets	8,355,304	1,070,422	-	-	-	**-**	**9,425,726**	(2,068,065)	-	-	(658,771)	-	**(2,726,836)**	6,698,890
Investment properties	155,268,500	488,000	(50,872,061)	618,061	-	**9,343,500**	**114,846,000**	-	-	-	-	-	**-**	114,846,000
	5,701,873,831	**108,052,617**	**(62,858,865)**	**(2,980,217)**	**-**	**9,343,500**	**5,753,430,866**	**2,037,882,627)**	**9,503,522**	**360,778**	**(130,034,481)**	**(4,365,584)**	**2,162,418,392)**	**3,591,012,474**

AUDITOR-GENERAL SOUTH AFRICA
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Appendix C
June 2018

Segmental analysis of property, plant and equipment as at 30 June 2018

	Cost/Revaluation							Accumulated Depreciation						
	Opening Balance Rand	Additions Rand	Disposals Rand	Transfers Rand	Revaluations Rand	Fair value adjustment Rand	Closing Balance Rand	Opening Balance Rand	Disposals Rand	Transfers Rand	Depreciation Rand	Impairment deficit Rand	Closing Balance Rand	Carrying value Rand
Municipality														
Executive & Council/Mayor and Council	133,432,198	-	-	-	-	**-**	**133,432,198**	(9,250,000)	-	-	-	-	**(9,250,000)**	124,182,198
Waste Management	55,867,227	98,066	(1,756,208)	-	-	**-**	**54,209,085**	(20,308,555)	1,756,208	-	(4,746,899)	(585,964)	**(23,885,210)**	30,323,875
Comm. & Social/Libraries and archives	792,305,808	11,557,718	(2,404,219)	(753,061)	-	**-**	**800,706,246**	(164,455,265)	-	135,000	(11,860,724)	-	**(176,180,989)**	624,525,257
Waste Water Management/Sewerage	646,484,015	8,360,378	(1,021,550)	-	-	**-**	**653,822,843**	(270,364,658)	1,021,550	-	(16,352,996)	(694,175)	**(286,390,279)**	367,432,564
Road Transport/Roads	1,763,414,187	55,085,813	-	-	-	**-**	**1,818,500,000**	(523,729,089)	-	-	(38,583,224)	-	**(562,312,313)**	1,256,187,687
Water/Water Distribution	1,034,458,593	3,248,293	(579,214)	-	-	**-**	**1,037,127,672**	(528,620,374)	579,214	-	(27,417,046)	(302,677)	**(555,760,883)**	481,366,789
Electricity /Electricity Distribution	1,018,442,396	18,144,777	(3,664,218)	(2,845,219)	-	**-**	**1,030,077,736**	(483,691,110)	3,664,218	-	(24,861,693)	(1,733,327)	**(506,621,912)**	523,455,824
Corporate Services	257,044,205	11,557,577	(53,433,459)	618,061	-	**9,343,500**	**225,129,884**	(36,812,600)	2,482,339	-	(6,211,903)	(1,049,445)	**(41,591,609)**	183,538,275
	5,701,448,629	**108,052,622**	**(62,858,868)**	**(2,980,219)**	**-**	**9,343,500**	**5,753,005,664**	**2,037,231,651)**	**9,503,529**	**135,000**	**(130,034,485)**	**(4,365,588)**	**2,161,993,195)**	**3,591,012,469**
Total														
Municipality	5,701,448,629	108,052,622	(62,858,868)	(2,980,219)	-	**9,343,500**	**5,753,005,664**	2,037,231,651)	9,503,529	135,000	(130,034,485)	(4,365,588)	**2,161,993,195)**	3,591,012,469
	5,701,448,629	**108,052,622**	**(62,858,868)**	**(2,980,219)**	**-**	9,343,500	**5,753,005,664**	**2,037,231,651)**	**9,503,529**	**135,000**	**(130,034,485)**	**(4,365,588)**	**2,161,993,195)**	**3,591,012,469**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence

Appendix D
June 2018

Segmental Statement of Financial Performance for the year ended

Prior Year				Current Year		
Actual Income Rand	**Actual Expenditure Rand**	**Surplus /(Deficit) Rand**		**Actual Income Rand**	**Actual Expenditure Rand**	**Surplus /(Deficit) Rand**
			Municipality			
74,404,628	110,415,453	(36,010,825)	Executive & Council/Mayor and Council	21,598,636	24,779,537	(3,180,901)
231,316,773	65,318,138	165,998,635	Finance & Admin/Finance	258,884,928	68,160,891	190,724,037
13,688,257	80,291,382	(66,603,125)	Planning and Development/Economic Development/Plan	14,259,224	85,115,122	(70,855,898)
5,729,446	76,448,527	(70,719,081)	Corporate Services	50,817,359	90,118,324	(39,300,965)
9,747,116	31,537,625	(21,790,509)	Comm. & Social/Libraries and archives	4,148,780	33,855,507	(29,706,727)
41,483,423	22,757,711	18,725,712	Housing	56,186,314	12,588,702	43,597,612
44,515,265	81,169,844	(36,654,579)	Public Safety/Police	40,605,211	73,286,398	(32,681,187)
10,371,244	15,886,366	(5,515,122)	Sport and Recreation	8,217,635	18,306,801	(10,089,166)
9,191	5,528,241	(5,519,050)	Environmental Protection/Pollution Control	22,169	5,705,407	(5,683,238)
84,678,048	63,171,605	21,506,443	Waste Water Management/Sewerage	95,069,965	64,937,052	30,132,913
10,418,954	90,046,516	(79,627,562)	Road Transport/Roads	8,969,603	91,196,805	(82,227,202)
129,332,993	66,387,994	62,944,999	Water/Water Distribution	125,311,786	66,052,168	59,259,618
367,810,621	283,956,101	83,854,520	Electricity /Electricity Distribution	380,758,022	295,385,999	85,372,023
66,360,432	55,363,907	10,996,525	Waste Management	72,638,810	63,963,892	8,674,918
,089,866,391	**1,048,279,410**	**41,586,981**		**1,137,488,442**	**993,452,605**	**144,035,837**
			Other charges			
,089,866,391	1,048,279,410	41,586,981	Municipality	1,137,488,442	993,452,605	144,035,837
,089,866,391	**1,048,279,410**	**41,586,981**	**Total**	**1,137,488,442**	**993,452,605**	**144,035,837**

AUDITOR-GENERAL SOUTH AFRICA
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Appendix E(1)
June 2018

Actual versus Budget(Revenue and Expenditure) for the year ended 30 June 2018

	Current year 2018 Act. Bal.	Current year 2018 Adjusted budget	Variance		Explanation of Significant Variances greater than 10% versus Budget
	Rand	Rand	Rand	Var	
Revenue					
Property rates	214,845,385	214,751,786	93,599	-	Refer to note 54
Service charges	590,194,473	586,147,578	4,046,895	0.7	Refer to note 54
Rental of facilities and equipment	12,324,087	4,933,101	7,390,986	149.8	Refer to note 54
Agency services	4,148,923	3,418,500	730,423	21.4	Refer to note 54
Licences and permits	2,526,908	2,373,999	152,909	6.4	Refer to note 54
Property rates - penalties imposed	866,642	-	866,642	100.0	Refer to note 54
Government grants & subsidies	180,668,797	202,658,160	(21,989,363)	(10.9)	Refer to note 54
Public contributions and donations	4,847,308	-	4,847,308	100.0	Refer to note 54
Fines, Penalties and Forfeits	31,633,677	33,261,000	(1,627,323)	(4.9)	Refer to note 54
Other income	23,070,879	27,051,540	(3,980,661)	(14.7)	Refer to note 54
Interest received	33,307,513	22,663,200	10,644,313	47.0	Refer to note 54
	1,098,434,592	1,097,258,864	1,175,728	0.1	
Expenses					
Personnel	(296,535,978)	(329,164,727)	32,628,749	(9.9)	Refer to note 54
Remuneration of councillors	(10,137,692)	(10,252,914)	115,222	(1.1)	Refer to note 54
Depreciation	(129,375,715)	(130,286,709)	910,994	(0.7)	Refer to note 54
Amortisation	(658,771)	-	(658,771)	(100.0)	Refer to note 54
Finance costs	(46,128,610)	(47,440,025)	1,311,415	(2.8)	Refer to note 54
Bad debts written off	(18,012,606)	(22,792,000)	4,779,394	(21.0)	Refer to note 54
Materials	(38,054,292)	(57,089,845)	19,035,553	(33.3)	Refer to note 54
Bulk purchases	(225,843,568)	(216,446,707)	(9,396,861)	4.3	Refer to note 54
Contracted Services	(167,065,074)	(178,459,795)	11,394,721	(6.4)	Refer to note 54
Transfers and Subsidies	(1,800,008)	(1,778,378)	(21,630)	1.2	Refer to note 54
General Expenses	(59,249,358)	(58,485,575)	(763,783)	1.3	Refer to note 54
Lease rentals on operating leases	(590,933)	-	(590,933)	(100.0)	Refer to note 54
	(993,452,605)	(1,052,196,675)	58,744,070	(5.6)	
Other revenue and costs					
Gain or loss on disposal of assets and liabilities	28,077,096	23,822,611	4,254,485	17.9	Refer to note 54
Fair value adjustments	10,976,754	-	10,976,754	100.0	Refer to note 54
Net surplus/ (deficit) for the year	144,035,837	68,884,800	75,151,037	109.1	

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence

Appendix E(2)
June 2018

Budget Analysis of Capital Expenditure as at 30 June 2018

	Capital expenditure Rand	Revised Budget Rand	Variance Rand	Variance %	Explanation of significant variances from budget
Municipality					
Planning and Development/Economic Development	44,990	45,000	10	-	Refer to note 54
Waste Management	1,571,923	1,579,836	7,913	1	Refer to note 54
Comm. & Social/Libraries and archives	2,125,629	2,675,240	549,611	26	Refer to note 54
Housing	34,180,062	37,889,688	3,709,626	11	Refer to note 54
Public Safety/Police	2,489,735	3,194,713	704,978	28	Refer to note 54
Sport and Recreation	5,427,010	6,449,164	1,022,154	19	Refer to note 54
Waste Water Management/Sewerage	21,522,715	27,922,782	6,400,067	30	Refer to note 54
Road Transport/Roads	12,026,166	13,950,700	1,924,534	16	Refer to note 54
Water/Water Distribution	3,256,548	4,037,495	780,947	24	Refer to note 54
Electricity /Electricity Distribution	16,267,579	16,520,000	252,421	2	Refer to note 54
Corporate Services	1,928,644	2,355,000	426,356	22	Refer to note 54
	100,841,001	**116,619,618**	**15,778,617**	**16**	

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence

Appendix F
Disclosures of Grants and Subsidies in terms of Section 123 MFMA, 56 of 2003
June 2018

Name of Grants	Name of organ of state or municipal entity	Quarterly Receipts					Quarterly Expenditure					Grants and Subsidies delayed / withheld					Reason for delay/withholding of funds	Did your municipality comply with the grant conditions in terms of grant framework in the latest Division of Revenue Act	Reason for noncompliance
		Sep	Dec	Mar	Jun	Total	Sep	Dec	Mar	Jun	Total	Sep	Dec	Mar	Jun	Total		Yes/ No	
FMG	Nat Treasury	1,550	-	-	-	1,550	270	261	225	794	1,550	-	-	-	-	-	N/A	Yes	N/A
MIG	Nat Treasury	3,750	10,050	8,530	-	22,330	3,109	6,392	2,622	5,663	17,786	-	-	-	-	-	N/A	Yes	N/A
Public transport infrastructure	Prov Treasury	-	-	4,000	-	4,000	-	-	-	3,610	3,610	-	-	-	-	-	N/A	Yes	N/A
Municipal service delivery and capacity	Prov Treasury	-	-	360	-	360	-	-	56	304	360	-	-	-	-	-	N/A	Yes	N/A
EPWP	Prov Treasury	575	1,035	690	-	2,300	422	670	575	633	2,300	-	-	-	-	-	N/A	Yes	N/A
INEG	DME	3,000	1,000	-	-	4,000	-	-	-	4,000	4,000	-	-	-	-	-	N/A	Yes	N/A
Library	Prov Treasury	2,802	2,102	2,102	-	7,006	1,649	2,217	1,682	1,898	7,446	-	-	-	-	-	N/A	Yes	N/A
Development of sport and recreation	Prov Treasury	-	1,171	-	-	1,171	-	-	-	1,171	1,171	-	-	-	-	-	N/A	Yes	N/A
Social housing	Prov Treasury	11,579	15,939	39,874	439	67,831	5,365	17,789	14,932	17,739	55,825	-	-	-	-	-	N/A	Yes	N/A
CDW	Prov Treasury	-	74	-	-	74	4	40	21	9	74	-	-	-	-	-	N/A	Yes	N/A
Financial management capacity building	Prov Treasury	-	-	240	-	240	-	-	-	-	-	-	-	-	-	-	N/A	Yes	N/A
Main road subsidy	Prov Treasury	-	-	139	-	139	-	-	139	-	139	-	-	-	-	-	N/A	Yes	N/A
Greenest town	Prov Treasury	-	-	70	-	70	-	36	-	84	120	-	-	-	-	-	N/A	Yes	N/A
LG graduate internship	Prov Treasury	-	-	66	-	66	-	-	44	19	63	-	-	-	-	-	N/A	Yes	N/A
Fire service capacity build	Prov Treasury	800	-	-	-	800	-	-	788	1,212	2,000	-	-	-	-	-	N/A	Yes	N/A
		24,056	31,371	56,071	439	11,937	10,819	27,405	21,084	37,136	96,444	-	-	-	-	-			

Note: A municipality should provide additional information on how a grant was spent per Vote. This excludes allocations from the Equitable Share.

AUDITOR-GENERAL SOUTH AFRICA
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ANNEXURE B:

REPORT OF THE AUDITOR-GENERAL

Report of the auditor-general to the Western Cape Provincial Parliament and the council on the Overstrand Municipality

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Overstrand Municipality set out on pages 2 to 59, which comprise the statement of financial position as at 30 June 2018 and the statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.

2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Overstrand Municipality as at 30 June 2018, and its financial performance and cash flows for the year then ended in accordance with the South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act of South Africa, 2017 (Act No. 3 of 2017) (Dora).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.

4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *Code of ethics for professional accountants* (IESBA code) and the ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Restatement of corresponding figures

7. As disclosed in note 43 to the financial statements, the corresponding figures for 30 June 2017 were restated as a result of errors in the financial statements of the municipality at, and for the year ended, 30 June 2018.

Subsequent events

8. With reference to note 56 to the financial statements, civil unrest or protest action took place in Overstrand during the period 11 to 26 July 2018. This resulted in extensive damage to infrastructure, buildings and equipment to the estimated replacement value of R27 million.

Impairments of trade receivables

As disclosed in note 28 to the financial statements, debt impairment of R18 million (2016-17: R22 million) was incurred as a result of irrecoverable trade debtors. This relates largely to the impairment of traffic fines.

Other matters

9. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Unaudited supplementary schedules

10. The supplementary information set out on pages 60 to 67 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion thereon.

Unaudited disclosure note

11. In terms of section 125(2)(e) of the MFMA the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and accordingly, I do not express an opinion thereon.

Responsibilities of the accounting officer for the financial statements

12. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the SA Standards of GRAP and the requirements of the MFMA and Dora and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

13. In preparing the financial statements, the accounting officer is responsible for assessing the Overstrand Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

14. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

15. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

Introduction and scope

16. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report material findings on the reported performance information against predetermined objectives for selected objectives presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.

17. My procedures address the reported performance information, which must be based on the approved performance planning documents of the municipality. I have not evaluated the completeness and appropriateness of the performance indicators/ measures included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.

18. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected objective presented in the annual performance report of the municipality for the year ended 30 June 2018:

Objective	Pages in annual performance report
The provision and maintenance of municipal services	125 – 130

19. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

20. I did not raise any material findings on the usefulness and reliability of the reported performance information for the following objective:

    - The provision and maintenance of municipal services

Other matters

21. I draw attention to the matter below.

Achievement of planned targets

22. Refer to the annual performance report on pages 125 to 130 for information on the achievement of planned targets for the year.

Report on the audit of compliance with legislation

Introduction and scope

23. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the compliance of the municipality with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.

24. I did not raise material findings on compliance with the specific matters in key legislation as set out in the general notice issued in terms of the PAA.

Other information

25. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report which includes the audit committee's report. The other information does not include the financial statements, the auditor's report and the selected development priority presented in the annual performance report that have been specifically reported in this auditor's report.

26. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.

27. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected development priority presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

28. I have nothing to report in this regard.

Internal control deficiencies

29. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. I did not identify any significant deficiencies in internal control.

Auditor- General

Western Cape: Cape Town

30 November 2018

AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure – Auditor-general's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements, and the procedures performed on reported performance information for the selected development priority and on the municipality's compliance with respect to the selected subject matters.

Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:

   - identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control
   - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control
   - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
   - conclude on the appropriateness of the accounting officer's use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Overstrand Municipality's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify the opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease continuing as a going concern
   - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

4. I also confirm to the accounting officer that I have complied with relevant ethical requirements regarding independence, and communicate all relationships and other matters that may reasonably be thought to have a bearing on my independence and, where applicable, related safeguards.

ANNEXURE C:

REPORT OF THE AUDIT COMMITTEE

OVERSTRAND MUNICIPALITY

ANNUAL OVERSIGHT REPORT OF THE JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE (JAPAC) FOR THE FINANCIAL YEAR ENDED 30 JUNE 2018

1. INTRODUCTION

The Joint Audit and Performance Audit Committee (JAPAC) is an independent statutory committee appointed by the Council in terms of section 166 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and Local Government: Municipal Planning and Performance Management Regulations, 2001. We are pleased to present our oversight report for the financial year ended 30 June 2018.

2. JOINT AUDIT AND PERFORMANCE AUDIT COMMITTEE (JAPAC)

2.1 Members

The members of the JAPAC were:

- Mr BH van Staaden (Chairperson)
- Mr R Kingwill
- Mrs K Montgomery (term ended 31 October 2017)
- Mr H Liebenberg (term ended 31 October 2017)
- Mr M Mdludlu (appointed 1 December 2017)
- Mr T Lesihla (appointed 1 December 2017)

2.2 Meetings

The JAPAC met on the following dates during the year under review:

- 25 August 2017
- 27 September 2017
- 13 March 2018
- 30 May 2018
- 27 June 2018

The Executive Mayor, Chairperson of the Finance & Economic Development Portfolio Committee, Municipal Manager, Director: Finance, Director: Management Services and Chief Audit Executive and Internal Audit officials, attended the meetings of the JAPAC.

2.3 Role and responsibilities

The JAPAC was fully functional for the year under review and operated in accordance with the adopted Joint Audit and Performance Audit Committee Charter, which were approved by Council. The provisions contained in the Local Government: Municipal Finance Management Act, 2003 and Internal Audit Framework, which was developed by National Treasury, are included in the Charter.

The JAPAC substantially fulfilled its responsibilities for the year under review, as set out in section 166 of the Municipal Finance Management Act, 2003.

3. INTERNAL AUDIT

The following internal audit engagements was approved by JAPAC and completed by the internal audit unit during the period under review:

3.1 Evaluating the Risk Management Process.

3.2 Ageing and deterioration of fleet and small plant.

3.3 Incapacitated workforce due to medical reasons.

3.4 Service delivery expectations – Vendor's capacity

3.5 Failure to integrate systems

3.6 mSCOA

3.7 Division of Revenue Act (DORA) Audit

3.8 Loss of records

3.9 Digitizing of HR records

3.10 Municipal conformance to basic standards of buildings used for crèches

3.11 Loss of records and inadequate storage space

3.12 Disaster management priorities

3.13 Illegal structures

3.14 Inability to perform on mandated fire, rescue and disaster management functions. (Capacity)

3.15 Compliance with fire safety regulations.

3.16 Inability to perform on mandated traffic services and law enforcement functions. (Capacity)

3.17 Inadequate traffic services infrastructure. (Traffic centre)

3.18 Salary review (2017/18 financial year)

3.19 Follow-up audit: Procurement process – medical emergencies

3.20 Follow-up audit: State of adequacy of traffic and law enforcement vehicles

3.21 Follow-up audit: Limited specialized emergency vehicles. (Fire, rescue and disaster management)

3.22 Predetermined Objectives – Q4 2016/17 financial year

3.23 Predetermined Objectives – Q1 2017/18 financial year

3.24 Predetermined Objectives – Q2 2017/18 financial year

3.25 Predetermined Objectives – Q3 2017/18 financial year

3.26 Bi-annual Key Controls Assessment. (1)

3.27 Bi-annual Key Controls Assessment. (2)

4. ANNUAL FINANCIAL STATEMENTS: 2017/2018 financial year

The Audit Committee commends the municipality for compiling and completing the Annual Financial Statements in-house and with own resources.

The Audit Committee also takes note that the Annual Financial Statements were not subjected to any form of correction with no material misstatements.

5. AUDIT REPORT OF THE AUDITOR GENERAL: 2017/2018 financial year

The Audit Report of the Auditor- General for the 2017/2018 financial year has been reviewed by the JAPAC and we commend the Municipality in maintaining its clean audit status.

6. PERFORMANCE MANAGEMENT

Based on the processes and assurances obtained from management, Internal Audit and Auditor-General, the JAPAC is satisfied that the performance management processes and the reporting thereof are adequate.

The JAPAC has taken note that no material findings were raised by the Auditor-General on the usefulness and reliability of the reported performance information.

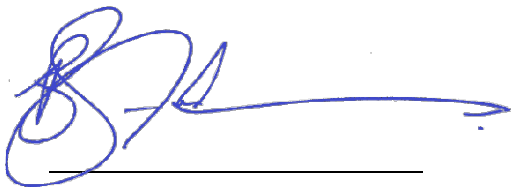
7. RISK MANAGEMENT

The JAPAC is satisfied that the risk management processes and the reporting thereof are adequate.

8. CONCLUSION

The Audit Committees enjoyed the full cooperation of the Municipal Manager, Executive Mayor and councillors who attended meetings of the Audit Committees - with whom the Committees enjoy a good working relationship.

It should be noted that the Internal Audit department did valuable work and the Committees relied heavily on their inputs and effort.



BH VAN STAADEN
Chairperson
Joint Audit Committee and Performance Audit Committee

Date: ***14 December 2018***

ANNEXURE D:

WATER SERVICES PLAN FOR 2017/18

OVERSTRAND MUNICIPALITY

ANNUAL WSDP PERFORMANCE AND WATER SERVICES AUDIT REPORT FOR 2017/2018

EXECUTIVE SUMMARY

Overstrand Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act No.108 of 1997), as well as the "Regulations relating to compulsory national standards and measures to conserve water", as issued in terms of sections 9(1) and 73(1)(j) of the Water Services Act, to report on the implementation of its WSDP during each financial year and to include a water services audit in such an annual report.

Section 62 of the Water Services Act further requires the Minister to monitor every WSI in order to ensure compliance with the prescribed national standards. This regulation requires a WSA to complete and submit a WSDP Performance- and Water Services Audit Report every financial year.

The WSDP Performance- and Water Services Audit is designed to monitor the compliance of the WSA and other WSIs with these regulations. The Water Services Act allows the audit to be used as a tool to compare actual performance of the WSA against the targets and indicators set in their WSDP. The WSDP Performance- and Water Services Audit also assists local communities and DWS to assess how well WSAs are performing relative to their stated intentions and their capacity.

The WSDP Performance- and Water Services Audit Report will give an overview of the implementation of the Municipality's previous year's WSDP, for the 2017/2018 financial year, and can be seen as an annexure to Overstrand Municipality's Annual Report. The Annual Report is compiled as required by the Local Government: Municipal Systems Act, Act no 32 of 2000 (Section 46) and the Local Government: Municipal Finance Management Act, Act no 56 of 2003 (Section 121).

Availability of the Water Services Audit Report: The WSDP Performance- and Water Services Audit Report is a public document and must be made available within four months after the end of each financial year and must be available for inspection at the offices of the WSA. It is also recommended that the document be placed on the Municipality's website and that copies of the document be placed at the public libraries. The Water Services Audit Report also needs to be made available to the Minister of the DWS, the Minister of the Department of Cooperative Governance, the Province and to SALGA, as required by the Water Services Act, 1997.

The WSDP Performance- and Water Services Audit Report include the following detail information:

- The Municipality's performance with regard to their KPIs for water and sewerage services for the 2017/2018 financial year, as included in the Municipality's SDBIP.
- The Municipality's Performance with regard to DWS's Blue and Green Drop Assessments. Blue drop status is awarded to those towns that comply with 95% criteria on drinking water quality management. Green drop status is awarded to those WWTWs that comply with 90% criteria on key selected indicators on waste water quality management.
- DWS's Scorecard for assessing the potential for WC/WDM efforts in the Municipality.
- Information to be included in a WSDP Performance- and Water Services Audit as stipulated in regulations under section 9 of the Water Services Act, "Guidelines for Compulsory National Standards" and also required by DWS's 2014 WSDP Performance- and Water Services Audit Report guidelines.
- Information on the implementation of the various WSDP activities, as included under the WSDP Business Elements in DWS's WSDP guidelines.

The Municipality has a comprehensive Performance Management System in place. The SDBIP is the process plan and performance indicator / evaluation for the execution of the budget. The SDBIP is being used as a management, implementation and monitoring tool that assists and guide the Executive Mayor, Councillors, Municipal Manager, Senior Managers and the community. The plan serves as an input to the performance agreements of the Municipal Manager and Directors. It also forms the basis for the monthly, quarterly, mid-year and the annual assessment report and performance assessments of the Municipal Manager and Directors.

The following water and sanitation related investigations were successfully completed during the last financial year.

- The Water Services Audit Report for 2016/2017 was finalised and approved by Council as part of the Annual Report. The NRW water balance models were updated for each of the distribution systems (Up to the end of June 2017) as part of the Water Services Audit Process.
- Overstrand Municipality continues with the implementation of their Drinking Water Quality and Effluent Quality Sampling Programmes (Both Operational and Compliance Monitoring). Sample results are loaded on a monthly basis onto DWS's IRIS and GDS. All the WTWs and WWTWs are registered on the IRIS and GDS websites.
- Overstrand Municipality continues with their Groundwater Monitoring and Management Programmes (Umvoto Africa for the Greater Hermanus area, Stanford and Baardskeerdersbos, and SRK for the monitoring of the potential impact of the Gansbaai WWTW on the groundwater).
- The information from the previously approved WSDP was transferred onto the new DWS's WSDP website, as rolled-out to the Municipalities in the Overberg Region by the DWS on the 17th of October 2017.
- A leak detection exercise was carried out on all the bulk water pipelines between the Buffels River WTW and the Rooi Els, Pringle Bay and Betty's Bay reservoirs (Visual, Listen and Correlation methods were used). Leak detection was also done on all the water network pipelines within the Hawston residential area (Visual and listen methods were used, with only correlation methods in specific identified areas).
- The Asset Register was updated to include all the water and sewerage capital projects completed during the 2017/2018 financial year.
- Detailed WTW and WWTW Process Audits were completed during the last financial year for all the WTWs and WWTWs.
- The following Technical investigations were completed during the 2017/2018 financial year:
  - Water Conservation and Water Demand Management Investigation into Highest Water Consumers in Overstrand Municipality (GLS). A pipeline replacement prioritisation analysis is also currently being done.
  - Detailed Technical assessments were completed for the Kleinmond and Hawston WWTWs for potential future upgrades (Aurecon).

The Municipality also received the following awards / acknowledgements:

- Overstrand Municipality was the first runner up overall in the 2017 Greenest Municipality competition for the Western Cape. The Municipality came first in the following categories:
  - Waste Management (Won this category 7 times in the last 9 years).
  - Water Management (Won this category 4 times in the last 5 years).
  - Biodiversity Management

  Certificates of outstanding achievement were also received for the outsourcing of Overstrand Municipal Bulk Water and Waste Water Works and for the most improved municipality in the Biodiversity Management category.

- Overstrand Municipality achieved a 100% score for their No Drop assessment by the DWS, which was assessed as part of the 2014 Blue Drop assessment (the last assessment completed by DWS).

- The Municipality's overall Blue Drop score came down from 96.82% for 2012 to 90.79% for 2014. The Overstrand Municipality team was well prepared and demonstrated their commitment to the Blue Drop assessment and water quality excellence. The Municipality obtained Blue Drop status for the Greater Hermanus system. Significant progress has been made by the municipality with regard to WC/WDM and projects have been ongoing for the last three years. Good baseline information and a formal strategy are available that enables the municipality to make informed decisions regarding ongoing planning to minimise NRW.

  The overall 2014 Risk Rating for Overstrand Municipality is 41%, which translates into the 10th best performance in the Western Cape. This risk value is based on Process Control RR, Drinking Water Quality RR and Risk Management RR, with scores above 50% (medium to critical risks) for Process Control in 6 of the 8 systems and Drinking Water Quality in 2 of the 8 systems.

- **2013 Green Drop awards (>90%) were received for four of the WWTWs and drainage systems**. The overall Green Drop Score for the Municipality was 89.14%**.** The strengths noticed by the DWS included the high overall compliance of effluent quality, prominent risk abatement and technical skilled staff with strong management support and involvement. The highest Green Drop score of 93.39% was for the Stanford WWTW and drainage system and the lowest Green Drop Score of 77.61% was for the Kleinmond WWTW and drainage system.

  The CRRs decreased in two of the systems (Hermanus and Kleinmond), increased in two of the systems (Gansbaai and Hawston) and stayed the same for Stanford during the 2013/2014 Green Drop Progress Reporting in 2014. The Municipality is encouraged to continue with implementation of the GDIP and thus to ensure that progress at the systems is achieved and maintained. The overall risk profile is still very good, with 4 of 5 plants residing in low risk space.

- DWS's Western Cape Provincial Office completed an unofficial Green Drop Review process for Overstrand Municipality during the 2017/2018 financial year. **The 2016 Green Drop Scores were as follows**:
  - Hermanus A- (90% - 100%)
  - Kleinmond B+ (80% - 90%)
  - Stanford A- (90% - 100%)
  - Gansbaai C+ (50% - 80%)
  - Hawston C- (50% - 80%)

- 100% MIG expenditure in the previous financial year from the DLG.

Quantity of Water Services Provided (Water Balance)

Detail water balance models are in place for each of the distribution systems in Overstrand Municipality's Management Area. These models include the volume of raw water abstracted from the various resources, the treated volume supplied from the WTW (System Input Volume) and the billed metered consumption for each of the distribution systems. The volume and percentage of NRW were also calculated from the available data. The flows at each of the WWTWs are also recorded by the Municipality.

Water Services Delivery Profile

The number of consumer units per category or user type is available for each of the distribution systems. All the formal households in the urban areas of Overstrand Municipality's Management Area are provided with water connections inside the erven. Informal areas are supplied with communal shared services as an intermediary measure. Overstrand Municipality is committed to ensure that private landowners provide at least basic water and sanitation services to those households in the rural areas with existing services below RDP standard.

Cost Recovery and Free Basic Services

A detail step block tariff system is implemented by Overstrand Municipality. This tariff system discourages the wasteful or inefficient use of water. It is expected that this tariff structure will continue to be implemented in the future. The sustainable supply of potable water is however becoming an ever-increasing challenge.

The first six (6) kl of water is provided free to all indigent consumers. Overstrand Municipality's tariffs support the viability and sustainability of water supply services to the poor through cross-subsidies (where feasible). Free basic water and sanitation services are linked to the Municipality's Indigent Policy and all indigent households therefore receive free basic water and sanitation services. This implies that either the equitable share is used to cover this cost, or higher consumption blocks are charged at a rate greater than the cost in order to generate a surplus to cross-subsidise consumers who use up to six (6) kilolitres per month.

The operational budget of the past five financial years for water and sanitation services is summarised in the table below:

Service	Expenditure / Income	Actual 17/18	Actual 16/17	Actual 15/16	Actual 14/15	Actual 13/14
Water	Expenditure	R115 139 624	R103 668 318-50	R105 388 386-73	R87 684 218-72	R95 829 984-21
	Income	R123 749 823	R121 632 409-97	R117 279 277-35	R109 580 993-32	R96 057 574-71
	Surplus / Deficit	**R8 610 199**	**R17 964 091-47**	**R11 890 890-62**	**R21 896 774-60**	**R227 590-50**
Sanitation	Expenditure	R79 310 459	R67 828 646-82	R64 371 024-75	R59 653 861-52	R57 539 215-06
	Income	R83 627 554	R82 291 447-63	R77 211 013-42	R75 482 947-03	R65 032 183-93
	Surplus / Deficit	**R4 317 095**	**R14 462 800-81**	**R12 839 988-67**	**R15 829 085-51**	**R7 492 968-87**

Water Quality

An Operational and Compliance Water Quality and Final Effluent Monitoring Programme, which meets the requirements of SANS:241 and the DWS's Blue and Green Drop sampling criteria are implemented by the Municipality.

The overall percentage of compliance of the water quality samples taken over the period July 2017 to June 2018 is summarised in the table below per distribution system (SANS 241: 2015 Limits).

Distribution System	Acute Health Microbiological	Acute Health Chemical	Chronic Health	Aesthetic	Operational Efficiency
Buffels River	98.0%	100.0%	100.0%	99.6%	90.4%
Kleinmond	100.0%	100.0%	98.9%	100.0%	98.6%
Greater Hermanus	99.6%	100.0%	99.9%	98.7%	97.6%
Stanford	100.0%	100.0%	100.0%	100.0%	100.0%
Greater Gansbaai	99.2%	100.0%	99.5%	100.0%	92.0%
Pearly Beach	95.3%	100.0%	100.0%	100.0%	98.4%
Baardskeerdersbos	100.0%	100.0%	97.7%	93.6%	*86.6% **
Buffeljags Bay	96.5%	100.0%	97.7%	*77.6% **	97.1%
All Systems	**98.8%**	**100.0%**	**99.5%**	**97.7%**	**94.7%**

Note: * *Unacceptable*

The operational water sampling programmes of Overstrand Municipality complies with the minimum monitoring requirements of the SANS 241-2:2015 (Table 1: Minimum monitoring for prescribed process risk indicators) for the various WTWs and distribution systems.

The table below indicates the compliance of the E.Coli monitoring frequency in the water distribution systems of Overstrand Municipality, in terms of the minimum requirements of SANS:241-2: 2015 (Table 2). The period assessed was for samples taken from July 2017 to June 2018.

Distribution System	Population served	Required number of monthly samples (SANS 241-2:2015: Table 2)	Number of monthly E.Coli samples taken by Municipality during 2017/2018
Buffels River	2 932	2	12.0
Kleinmond	7 688	2	7.8
Greater Hermanus	61 462	12.3	21.8
Stanford	5 593	2	7.9
Greater Gansbaai	17 746	3.5	21.4
Pearly Beach	1 187	2	8.5
Baardskeerdersbos	126	2	8.2
Buffeljags Bay	151	2	6.8

It can be noted from the above table that the number of monthly E.Coli samples taken by the Municipality during the 2017/2018 financial year was far more than the required number of samples for all the water distribution systems.

The overall percentage compliances of the final effluent samples taken over the last three financial years at the Kleinmond, Hawston, Hermanus, Stanford and Gansbaai WWTW (General Limits) are summarised in the table below.

WWTW	Microbiological			Chemical			Physical		
	17/18	16/17	15/16	17/18	16/17	15/16	17/18	16/17	15/16
Kleinmond	100.0%	91.7%	100.0%	83.3%	93.8%	75.0%	97.2%	100.0%	88.9%
Hawston	100.0%	100.0%	91.7%	91.7%	72.9%	73.3%	83.3%	72.2%	77.8%
Hermanus	100.0%	91.7%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	63.9%
Stanford	91.7%	91.7%	91.7%	79.2%	91.7%	95.0%	97.2%	97.2%	97.2%
Gansbaai	91.7%	75.0%	83.3%	97.9%	95.8%	88.3%	97.2%	100.0%	77.8%
Overall Compliance %	**96.7%**	**90.0%**	**93.3%**	**90.4%**	**90.8%**	**86.3%**	**95.0%**	**93.9%**	**81.1%**

WC/WDM

The implementation of Overstrand Municipality's WDM Strategy and Action Plan has been extremely successful and the Municipality was able to reduce the water requirements of the towns significantly. The overall percentage of NRW for Overstrand Municipality for the 2017/2018 financial year was 18.82%. The table below gives a summary of the NRW for the various distribution systems in Overstrand Municipality's Management Area.

Description	Unit	17/18	Record : Prior (Ml/a)				
			16/17	15/16	14/15	13/14	12/13
Buffels River	Volume	265.104	455.126	327.463	400.622	478.209	540.123
	Percentage	45.31%	55.42%	46.22%	50.83%	58.19%	59.72%
	ILI	2.67	4.63	3.36	4.34	5.21	5.45
Kleinmond	Volume	188.379	203.625	202.304	227.374	237.027	283.500
	Percentage	26.90%	27.06%	28.07%	30.88%	33.17%	34.21%
	ILI	2.28	2.48	2.49	2.16	2.26	2.49
Greater Hermanus	Volume	262.270	317.045	474.020	359.729	380.399	324.189
	Percentage	7.20%	7.71%	11.66%	9.13%	10.91%	9.04%
	ILI	0.62	0.77	1.19	0.88	0.96	0.85
Stanford	Volume	78.723	76.937	73.438	80.356	76.516	91.388
	Percentage	26.20%	25.29%	24.19%	26.97%	25.87%	30.83%
	ILI	3.81	3.80	3.69	2.81	2.69	2.90

Description	Unit	17/18	Record : Prior (Ml/a)				
			16/17	15/16	14/15	13/14	12/13
Greater Gansbaai	Volume	449.900	529.125	384.841	363.302	413.621	405.799
	Percentage	32.01%	37.33%	28.49%	27.96%	31.30%	31.19%
	ILI	3.84	4.58	3.35	2.93	3.34	3.15
Pearly Beach	Volume	23.495	21.928	36.951	52.640	87.708	67.435
	Percentage	19.52%	16.54%	25.41%	33.68%	48.42%	41.93%
	ILI	1.43	1.43	1.00	2.86	4.79	4.79
Baardskeerdersbos	Volume	6.752	5.047	6.654	6.251	5.665	4.000
	Percentage	45.91%	38.67%	45.44%	46.26%	48.62%	36.30%
	ILI	2.12	1.58	1.30	1.28	1.16	0.75
Buffeljags Bay	Volume	0.373	0.200	0.705	0.612	0.004	0.090
	Percentage	8.40%	5.09%	15.85%	15.45%	0.12%	2.63%
	ILI	2.0	1.06	3.83	3.80	0.42	0.46
TOTAL	**Volume**	**1 274.996**	**1 609.033**	**1 506.376**	**1 490.886**	**1 679.149**	**1 716.524**
	Percentage	**18.82%**	**21.29%**	**20.60%**	**20.61%**	**24.56%**	**24.20%**
	ILI	1.57	2.03	1.74	1.78	2.02	2.26

Infrastructure Leakage Index (ILI) for Developed Countries = **1 – 2 Excellent (Category A)**, **2 – 4 Good (Category B)**, **4 – 8 Poor (Category C)** and > **8 – Very Bad (Category D)**

Category A = No specific intervention required.

Category B = No urgent action required although should be monitored carefully.

Category C = Requires attention

Category D = Requires immediate water loss reduction interventions

Water Services Infrastructure Management

The CRC, DRC, RUL and Age distribution of the water and sewerage infrastructure in Overstrand Municipality's Management Area is summarised in the table below (June 2018):

Asset Type			CRC	CV	% DRC / CV
Water Infrastructure			R1 216 224 417	R477 806 198	39.3%
Sewerage Infrastructure			R806 815 458	R361 887 267	44.9%
Remaining Useful Life					
Asset Type	**0 – 5 yrs**	**6 – 10 yrs**	**11 – 15 yrs**	**16 – 20 yrs**	**> 20 yrs**
Water Infrastructure	R553 947 406	R50 148 089	R54 072 240	R2 745 961	R555 310 721
Sewerage Infrastructure	R75 355 544	R20 425 919	R132 047 705	R19 476 864	R559 509 426
Age Distribution					
Asset Type	**0 – 5 yrs**	**6 – 10 yrs**	**11 – 15 yrs**	**16 – 20 yrs**	**> 20 yrs**
Water Infrastructure	R90 613 867	R256 123 976	R175 982 089	R57 433 407	R636 071 078
Sewerage Infrastructure	R128 890 990	R91 667 745	R59 830 871	R74 628 856	R451 796 996
Condition grading by Facility Type					
Asset Type	**Very Poor**	**Poor**	**Fair**	**Good**	**Very Good**
Water Infrastructure	R380 615 235	R44 474 651	R429 958 073	R160 049 201	R201 127 257
Sewerage Infrastructure	R23 620 571	R82 453 911	R363 182 727	R243 984 849	R93 573 400

The CRC of the water and sewerage infrastructure that will need to be replaced over the next five years (RUL <5 yrs) is R629.303 million. The CRC of the existing water and sewerage infrastructure with a condition grading of "Very Poor" is R404.236 million.

Some of the key challenges of Overstrand Municipality are to identify adequate funds for the rehabilitation and maintenance of their existing infrastructure, which is critical to ensure the sustainability of the services that are provided by the Municipality. The Water and Waste Water Bulk Works Contract ensures that the new technology installed is adequately maintained and operated in order to prevent a massive increase in maintenance in the future due to backlog being created. This Bulk Works Contract addresses the capacity constraints, the Municipality previously experienced, with regard to the operation of the WTWs and WWTWs.

It is however still important for the Municipality to secure adequate funding for major refurbishment and maintenance work, the provision of bulk infrastructure and development of additional sources to keep up with the high demand for services.

Associated Services

All schools and medical facilities in Overstrand Municipality's Management Area are supplied with adequate water and sanitation services.

Water Resources

The Western Cape is currently experiencing a severe drought, which also impacts on the yield of the Municipality's own existing surface and groundwater resources. WC/WDM measures to lower the future water requirements and the augmentation of the existing water resources with groundwater or other sources are therefore critical at this stage.

Overstrand Municipality continue to actively plan for the augmentation of their existing water resources for the systems where the future water requirements will exceed the safe yields of the existing resources. The table below gives an overview of the years in which the annual water requirements are likely to exceed the sustainable yields from the various resources.

Distribution System	Total sustainable Yield (x 10^6 m^3/a)	Annual Growth on 2017/2018 requirement (2%, 3% or 4%)	Annual Growth on 2017/2018 requirement (4%, 5% or 6%)	WSDP Projection Model
Buffels River	1.717	> 2042 (3%)	2036 (5%)	> 2042
Kleinmond	2.589	> 2042 (3%)	> 2042 (5%)	> 2042
Greater Hermanus	5.200*	2022 (4%)	2020 (6%)	2023
Stanford	1.600	> 2042 (3%)	> 2042 (5%)	> 2042
Greater Gansbaai	2.768	2032 (4%)	2027 (6%)	2036
Pearly Beach	0.307	> 2042 (3%)	2035 (5%)	2038
Baardskeerdersbos	0.090	> 2042 (2%)	> 2042 (4%)	> 2042
Buffeljags Bay	0.028	> 2042 (2%)	> 2042 (4%)	> 2042

Note * With Gateway, Camphill and Volmoed Well Fields fully operational according to the licensed volumes.

Institutional Arrangement Profile

Overstrand Municipality is the official WSA for the entire Municipal Management Area and act as the WSP for the whole area. Current water services are delivered by way of an internally operated and managed mechanism. The Municipal personnel is continuously exposed to training opportunities, skills development and capacity building at a technical, operations and management level in an effort to create a more efficient overall service to the users. A Workplace Skills Plan is compiled every year and the specific training needs of the personnel, with regard to water and wastewater management are determined annually.

A Water and Waste Water Bulk Works Contract was signed in 2015 between Overstrand Municipality and Veolia Water Solutions & Technologies South Africa (Pty) Ltd to operate the bulk infrastructure in Overstrand Municipality's Management Area for a period of fifteen (15) years. The Municipality also has the right to extend the contract for a further five (5) years. The operation and maintenance of the following bulk infrastructure forms part of the Contract:

- Hawston, Hermanus, Stanford, Gansbaai and Kleinmond WWTW;
- Preekstoel, Buffels River, Franskraal, Pearly Beach, De Kelders, Stanford, Kleinmond, Baardskeerdersbos and Buffeljags Bay WTW;
- Resources;
- Surface water pump stations and borehole pumps;
- Bulk water and sewer pipelines;
- Reservoirs; and
- Water and sewer pump stations

DWS's new WSDP website was rolled-out to all the WSAs in the Overberg District on the 17th of October 2017. Overstrand Municipality populated the new WSDP website early in 2018, as requested by the DWS. The Municipality is further busy with the updating of their Water Supply and Sanitation Services By-law, which cover the provision of services for water supply, sanitation and industrial effluent. The updating includes the reviewing of the charges that need to be paid by the industrial consumers for the quality of final effluent discharged into the municipality's sewer system by them.

Social and Customer Services Requirements

In line with Overstrand Municipality's Vision – **to be a centre of excellence to the community** – the Municipality has developed a comprehensive customer care strategy. The strategy has now rolled out into consumer services charters for the following departments: electricity, water and sanitation, solid waste management and roads and storm water.

A comprehensive Customer Services and Complaints system is in place at Overstrand Municipality. The Municipality has maintained a high and a very consistent level of service to its urban water consumers. Help-desks were developed at all the municipal administrations with the objective to assist customers. Disabled people are supported to do business from the help-desks. Requests by the illiterate are being captured and forwarded to the relevant official / section. All municipal buildings are accessible and wheel-chair friendly.

Access to safe drinking water is essential to health and is a human right. Safe drinking water that complies with the SANS:241 Drinking Water specification does not pose a significant risk to health over a lifetime of consumption, including different sensitivities that may occur between life stages. Overstrand Municipality is therefore committed to ensure that their water quality always complies with national safety standards.

The Water Safety Plans of Overstrand Municipality includes an Improvement / Upgrade Plan. The purpose of the Improvement / Upgrade Plan is to address the existing significant risks where the existing controls were not effective or absent. Barriers implemented by Overstrand Municipality against contamination and deteriorating water quality include the following:

- Participate in Catchment management and water source protection initiatives.
- Protection at points of abstraction such as river intakes and dams (Abstraction Management).
- Correct operation and maintenance of WTWs (Coagulation, flocculation, sedimentation and filtration).
- Protection and maintenance of the distribution system. This includes ensuring an adequate disinfectant residual at all times, rapid response to pipe bursts and other leaks, regular cleaning of reservoirs, keeping all delivery points tidy and clean, etc.

Three other important barriers implemented by Overstrand Municipality against poor quality drinking water that are a prerequisite to those listed above are as follows:

- A well-informed Council and top management that understands the extreme importance of and are committed to providing adequate resources for continuous professional operation and maintenance of the water supply system.

- Competent managers and supervisors in the technical department who are responsible for water supply services and lead by example and are passionate about monitoring and safeguarding drinking water quality.

- Well informed community members and other consumers of water supply services that have respect for water as a precious resource.

ANNEXURE E:

INTEGRATED WASTE MANAGEMENT PLAN REPORT FOR 2017/18

OVERSTRAND MUNICIPALITY

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

INTEGRATED WASTE MANAGEMENT PLAN:
Annual Report (1 July 2017 – 30 June 2018)

COMPILED BY:

JPCE

(Specialist Consulting Engineers)

DECEMBER 2018

REPORT: INTEGRATED WASTE MANAGEMENT PLAN: Annual Report (1 July 2017 – 30 June 2018)

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OVERSTRAND MUNICIPALITY

INTEGRATED WASTE MANAGEMENT PLAN: ANNUAL REPORT

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OVERSTRAND MUNICIPALITY

INTEGRATED WASTE MANAGEMENT PLAN: ANNUAL REPORT

1. INTRODUCTION

1.1 BACKGROUND

This report is a requirement as part of the Integrated Waste Management Plan (IWMP) monitoring and review process as well as being a requirement of the Waste Act to be submitted. The purpose is to determine whether the action plans and implementation items contained in the IWMP are being implemented and if not, what the planning is regarding these. Evaluating the above will provide insight into the extent to which the IWMP has been implemented during the evaluation period, the levels of compliance and if the IWMP is still useful in terms of its goals or if it should be updated.

The evaluation period for this report is from 1 July 2017 to 30 June 2018. The latest Overstrand IWMP dated May 2015 was used for the evaluation.

2. OVERSTRAND IWMP

2.1 GOALS AND IMPLEMENTATION ITEMS SUMMARY

The following goals and implementation items were included in the IWMP:

Goal 1: Awareness and Education:
Educate, strengthen capacity and raise awareness in integrated waste management. The public will be informed and continually made aware of the impacts of waste on the environment. Municipal staff will receive training and attend forums.

Goal 2: Improve Waste Information Management:
Ensure the reporting of all waste management facilities to IPWIS. Waste quantification systems to be in place. Registration of hazardous waste generators (industry & medical) and service providers (e.g. transporters).

Goal 3: Effective Solid Waste Service Delivery:
Ensure that waste services are provided in an effective and environmentally responsible manner to all residents of the Overstrand Municipality.

Goal 4: Promote and Ensure Waste Minimisation:
Maximise waste minimisation in the Overstrand Municipality. The aim is to consistently divert high percentages of waste from landfill

Goal 5: Improve Regulatory Compliance:
Ensure the licensing of all waste management facilities that require licensing. Rehabilitate all closed landfills in Overstrand. Ensure auditing of waste management facilities and compliance with licence conditions.

Goal 6: Ensure Safe and Integrated Management of Hazardous Waste:
Provide education and management options for hazardous wastes. Ensure legal compliance by hazardous waste generators and transporters. Ensure the monitoring of the incoming waste stream at disposal facilities.

Goal 7: Ensure Sound Budgeting for Integrated Waste Management:
Ensure that upcoming implementation actions are in the budget. Explore sources of funding.

3. 1 JULY 2017 TO 30 JUNE 2018 EVALUATION

As per the Waste Act, this report must evaluate the implementation of the IWMP in terms of the following:

a) the extent to which the plan has been implemented during the period;
b) the waste management initiatives that have been undertaken during the reporting period;
c) the delivery of waste management services and measures taken to secure the efficient delivery of waste management services, if applicable;
d) the level of compliance with the plan and any applicable waste management standards;
e) the measures taken to secure compliance with waste management standards;
f) the waste management monitoring activities;
g) the actual budget expended on implementing the plan;
h) the measures that have been taken to make any necessary amendments to the plan;
i) in the case of a province, the extent to which municipalities comply with the plan and, in the event of any non-compliance with the plan, the reasons for such non-compliance: and
j) any other requirements as may be prescribed by the Minister.

To reflect the required information, the extent to which action items and goals listed above were implemented are described below:

3.1 GOALS AND IMPLEMENTATION FOR ASSESSMENT PERIOD

Goals and implementation items	2017/2018	2018/2019 and beyond: Not rated, still in progress.
Goal 1: Awareness & education	Implemented: 1 = yes; 0 = no.	
Continue waste education as currently done and make use of the Youth Jobs in Waste project. It is planned that nine individuals will be working in waste awareness and education for the duration of the project.	1	Waste education to continue. See discussion and details of implementation under 4.1. Youth Jobs In Waste Project has been completed and is no longer running.
Overstrand Municipality Solid Waste employees to attend education seminars and waste forums. Capacity training and education conducted within the Municipality where needed.	1	To continue.
Goal 2: Improve Waste Information Management		
Registering of waste generators, transporters and recyclers and reporting to the Municipality.	1	To continue.
Conduct the Waste Characterization Study	0	Moved to another financial year due to budget constraints.
Install a weighbridge at Hermanus transfer station	Completed in 2015.	Completed.
Install weighbridge at Kleinmond transfer station	0	Due to significant damage caused to the facility during protest action, weighbridge installation has been delayed.
Continual recording of weighbridge readings and reporting to the Waste Information System.	1	To continue.
Goal 3: Effective solid waste service delivery		
Collection Service Review: The Overstrand Municipality must ensure that all residents receive an affordable waste service at an acceptable level. Current service levels are good and it needs to be ensured that this remains the case. Waste collection planning must be reviewed in order to provide services to new developments. The Town Engineers must liaise with the town planning department to stay up to date with new areas that require or will require service. The complaints registry and service requests must be reviewed by the Waste Management Officer at least weekly to ensure that these are properly addressed.	1	To continue.
Collection Vehicles Review: The older Municipal collection vehicles currently in the Municipal fleet aged above 7 to 8 years, must be assessed in terms of running cost and effectivity. Where vehicles are operating beyond their effective economic lifetimes or are not the most efficient vehicles for their functions, they must be replaced. It must also be ensured that each vehicle's function is thoroughly assessed in order to replace the old vehicles with the most efficient and cost-effective ones. The Waste Management Officer will be responsible.	1	To continue.
Vacant positions need to be filled. In order to provide an effective service, key vacant positions in the solid waste department need to be filled.	No need to date.	To continue as needed.

Goals and implementation items	2017/2018	2018/2019 and beyond: Not rated, still in progress.
Goal 4: Promote and Ensure Waste Minimisation		
Expand the source separation service where feasible. Part of the collection service review of Goal 3.	Expanded to Mount Pleasant and Hawston. No further expansion planned, due to the Swop shops servicing the other areas.	Completed.
Goal 5: Improve Regulatory Compliance		
Enforce by-laws and review as is necessary alongside new national and provincial legislation.	No need in assessment period.	To be done when required.
Rehabilitate the Onrus, Hermanus, Hawston, Fisherman's Haven, Voëlklip, Stanford and Pearly Beach landfills.	1	To continue in phased approach.
Conduct annual internal and external audits for waste management facilities.	1	To continue.
Goal 6: Ensure safe and integrated management of hazardous waste		
The public must be informed about household hazardous waste and the avoidance, reduction and disposal options available to them regarding these wastes. This forms part of Goal 1 of this plan. Provision has been made at the transfer stations to allow household hazardous waste to be offloaded.	1	To continue.
As part of Goal 2 of this plan, the registration and reporting of hazardous waste generators at the Municipality will allow the Municipality as the service authority to ensure that the waste is stored, transported, treated or disposed as is legally required.	Already rated under Goal 2. No large generators of hazardous waste.	To be done if required.
'Monitoring of waste: It must be ensured that waste management employees are familiar with the latest legislation regarding hazardous waste, the identification thereof and the disposal options that are legal. Employees at waste management facilities must be able to identify the received waste loads and prohibit the disposal or offloading where required. The incoming waste loads at disposal and waste management facilities must be monitored.	1	To continue.
Goal 7: Ensure sound budgeting for integrated waste management		
The Municipality will ensure that there is sufficient provision in the budget for upcoming projects and action items. This can be done with the annual IWMP implementation programme review and project evaluation.	1	To continue.
The Municipality will explore other sources of funding.	1	To continue.
The Municipality will as part of Goal 3 ensure that the service delivered is cost efficient.	1	To continue.
IWMP implementation % (2017 - 2018)	**87%**	

4. ADDITIONAL PROJECT INFORMATION

4.1 AWARENESS AND EDUCATION

The Overstrand Municipality has conducted numerous awareness campaigns and educational exercises in terms of solid waste management, reducing waste, safe disposal, etc. Examples of these are as follows:

- The Overstrand Junior Town Council (JTC) which consists of learners from Hermanus High, Qhayiya Secondary, Hawston Secondary, Northcliff House College and Gansbaai Academia were taken on an educational tour of municipal facilities. Mr Van Taak delivered the educational talk at the site visit to the Hermanus transfer station and material recovery facility.

- A campaign was launched to raise awareness regarding the volume of and impact of cigarette butts that are discarded on the street and in the storm water drains. Social media was used to drive the campaign (Facebook) and the public were given the opportunity and contact numbers to report persons who do not dispose their cigarette butts properly. The Municipality also installed several "Bin Your Butt" containers at various locations where smokers can deposit their cigarette butts.

- Waste information and circulars published in the Overstrand Bulletin newsletter. These are distributed in hard copy and published on the Overstrand website (www.overstrand.gov.za). Excerpts from the Bulletins with solid waste information are attached as part of Annexure 1 of this report. A summary of the information published on solid waste is the following:

    - Guide on recycling for the public
    - Locations and times where the public can bring their waste for disposal
    - Alert regarding the washing up of plastic hurdles on the beaches due to spillage from shipping containers in Durban. Means to report and what to do were detailed.
    - Coastal clean-up campaign
    - Recycling motivation
    - Lecture by a leading expert (Dr Jenna Jambeck) delivered to the public regarding marine plastic pollution
    - Concerns over illegal dumping and encouraging better care for the environment
    - "Refuse the straw" reduce plastic use campaign
    - "Plastic free July" campaign

- Publication on the participation and success of the Overstrand Municipality in the Greenest Municipality Competition.

- Information distributed regarding the disposal options of household hazardous and e-waste.

- Numerous activities and campaigns promoted on Facebook and Twitter.

- Employees were trained in First Aid, Hazardous waste identification and handling, Health and Safety training and Digger loader operational training.

- Puppet shows about recycling were held at Gansbaai, De Bron, Hawston, Kleinmond and Mount Pleasant Primary Schools and 1200 children were reached. Puppet shows were translated to Xhosa and 1910 Xhosa speaking children attended the shows at Zwelihe, Lukhanyo and Masakhane Primary Schools.

The on-going and extensive waste awareness and education campaigns in the Overstrand, makes the municipality compliant with this goal of the IWMP.

4.2 WASTE INFORMATION MANAGEMENT & ENSURE WASTE MINIMISATION

Goals 2 and 4 are addressed in this section, as the waste information management system quantifies the extent of waste minimisation achieved by the Overstrand Municipality during the evaluation period.

The ongoing implementation of this goal is under way and accurate data has been used to determine the portions of waste diverted from landfill. The monthly data is also reported to the Integrated Pollutant and Waste Information System (IPWIS) by the Municipality. This information is summarised as follows:

	Waste Diverted							Waste Disposed	
Month	Builder's Rubble used as Cover at Gansbaai (tonnes)	Builder's Rubble used as Cover at Karwyderskraal (tonnes)	Chips used as Cover at Gansbaai (tonnes)	Organic waste Composted at Karwyderskraal (tonnes)	Recycled at Gansbaai (tonnes)	Recycled at Hermanus (tonnes)	Total % diverted	Disposed at Gansbaai landfill (tonnes)	Disposed at Karwyderskraal (tonnes)
Jul-17	828.90	2,581.26	36.28	1,432.22	35.52	199.72	60%	931.34	2,536.06
Aug-17	1,251.10	2,286.16	278.83	818.36	40.16	157.15	56%	775.47	2,981.40
Sep-17	2,126.10	2,895.56	83.12	599.68	31.10	207.33	59%	1,046.48	3,165.64
Oct-17	998.26	3,720.48	75.96	706.34	42.67	220.89	58%	958.78	3,160.62
Nov-17	1,105.92	4,381.38	71.92	551.82	36.20	160.61	57%	1,399.52	3,371.42
Dec-17	690.40	2,704.50	39.06	480.22	41.68	313.13	41%	1,221.39	4,818.28
Jan-18	945.00	747.10	55.60	506.40	34.68	233.38	36%	1,177.30	3,302.38
Feb-18	1,818.00	1,925.38	32.40	989.36	35.16	251.84	48%	1,099.98	4,327.20
Mar-18	1,389.42	2,232.54	23.44	1,942.68	36.56	216.22	56%	966.66	3,617.89
Apr-18	1,547.58	1,609.38	138.30	553.32	50.44	131.35	51%	956.72	2,893.48
May-18	987.58	1,514.58	67.52	687.50	37.58	119.32	49%	806.76	2,728.48
Jun-18	3,298.32	3,861.04	73.12	1,280.82	58.04	96.87	63%	984.89	4,159.29
Year Total	**16,986.58**	**30,459.36**	**975.55**	**10,548.72**	**479.79**	**2307.81**	**54%**	**12,325.29**	**41,062.14**
Average Monthly	1,415.55	2,538.28	81.30	879.06	39.98	192.32		1027.11	3421.85
Average Daily (6day)	54.44	97.63	3.13	33.81	1.54	7.40		39.50	131.61

From the table above, it can be seen that on average, 54% of the Overstrand's solid waste stream has been diverted during the evaluation period. This is over and above the target of 20% by 2019 and has increased by 3% since the previous evaluation period. Part of the successful diversion rate can be attributed to the municipality's extensive education and awareness campaigns.

During the evaluation period, the Hermanus and Gansbaai material recovery facilities were successfully operated by private contractors, but the Hermanus MRF was significantly damaged during the protest actions in June 2018.

4.3 EFFECTIVE SOLID WASTE SERVICE DELIVERY & SAFE MANAGEMENT OF HAZARDOUS WASTE

The Overstrand delivers weekly solid waste collection services to all residences in the municipal area. These services are also rendered free of charge to all registered indigent households. There are on average approximately 6500 registered indigent households which receive free basic services.

Waste is collected in informal settlements in the form of communal collection points (bins and skips). In addition to collection services at households, there are numerous public drop-off facilities where the public can offload their waste for collection and disposal. These facilities are either larger drop-off facilities which accommodate vehicles and large loads or "weekend" drop-offs which are smaller and convenient for weekend visitors who cannot put out their waste on collection days to deposit their waste before leaving the Overstrand. These facilities the following:

- Hermanus Transfer Station, Material Recovery Facility & Public Drop-off
- Kleinmond Transfer Station & Public Drop-off
- Pringle Bay Drop-off
- Betty's Bay Drop-off
- Hawston Drop-off
- Sandbaai Weekend Drop-off
- Voëlklip Weekend Drop-off
- Stanford Drop-off
- Pearly Beach Drop-off

Waste is collected from households in either wheelie bins or refuse bags. A 2-bag system is implemented in order for residents to practice source separation. The 2-bag system is not available in all neighbourhoods yet, but is being expanded as it becomes feasible.

Household hazardous waste containers are available at the Gansbaai Landfill, Kleinmond Transfer Station, Stanford Drop-off and Hermanus Transfer Station for the temporary storage of these waste types. When the containers reach capacity, they are transported to the Vissershok Hazardous Waste Landfill in Cape Town for disposal. Storage capacity at each facility for household hazardous waste is kept below 80m^3.

The rendered services as well as the availability of the above facilities prove adequate for effective solid waste service delivery.

All received complaints regarding solid waste are logged on the internal system. A work order is created when a complaint is received and sent to the appropriate responsible person. This person must then address the complaint and report back in order to complete the order.

Complaints can be logged at the following numbers for each area:

Hermanus:	(028) 313 8000
Gansbaai:	(028) 384 8300
Kleinmond:	(028) 271 8400
Stanford:	(028) 341 8500

4.4 IMPROVE REGULATORY COMPLIANCE

All solid waste management facilities that require licensing have been licensed in the Overstrand. Due to the requirements stipulated in the licences, regular audits are required of the facilities, even if they are no longer operational.

Annual external audits are conducted by an independent service provider. These reports are submitted to the Municipality and the D:EADP. The municipality conducts quarterly internal audits on the operational facilities.

The following solid waste facilities were audited during November and December 2017 in terms of their respective licence/permit conditions:

- Hawston Closed Landfill
- Hermanus Closed Landfill
- Stanford Closed Landfill
- Voëlklip Closed Landfill
- Gansbaai Operational Landfill
- Hermanus RTS
- Kleinmond RTS

The audits are used by the municipality to identify the non-compliances and addressing the identified issues. Not all issues can or need to be immediately addressed, but are scheduled according to the available budget and/or according to stipulated dates in the licences. The audit reports can be obtained from the municipality on request.

The Municipality has therefore implemented the action under this goal in order to evaluate their solid waste management facilities and improve compliance.

4.5 BUDGETING

The municipality appoints an external service provider annually in order to evaluate the waste disposal facilities and calculate cost estimates in order to rehabilitate each facility. This is done in accordance with the relevant accounting standards (GRAP19). The evaluation date of this annual report is at the municipal financial year-end, 30 June.

These costs need to be recalculated annually to provide the best estimate due to changes in legislation, rehabilitation requirements, expected year of rehabilitation and changing site conditions. A summary of the latest cost estimate (30 June 2018) for each site that would require future rehabilitation is provided below:

Site Name:	Onrus Landfill	Hermanus Landfill	Hawston Landfill	Fisherhaven Landfill
Total (Excl. VAT)	R 11,514,707.80	R 11,711,308.78	R 4,284,323.46	R 9,589,323.30
Site Name:	**Voëlklip Landfill**	**Stanford Landfill**	**Pearly Beach Landfill**	**Gansbaai Landfill**
Total (Excl. VAT)	R 15,177,942.49	R 4,259,278.43	R 4,702,078.02	R 32,583,819.89

These cost estimates are not all required in the assessment period, but are scheduled for upcoming financial years.

Adequate budget is available for the solid waste operational services, but currently limited funds are available for capital projects. It is planned to remove and remediate the Hawston Landfill. The waste will be transported to the Karwyderskraal Landfill for disposal.

The Municipality needs to explore sources of funding in order to implement capital projects.

4.6 SOLID WASTE EXPENDITURE DURING EVALUATION PERIOD

OPERATING REVENUE	
Service Charges	57,740,545
Transfers Recognised - Operating	14,811,601
Other Revenue	86,664
Total Operating Revenue Generated	72,638,810
Less Revenue Foregone	0
Total Operating Revenue	**72,638,810**
OPERATING EXPENDITURE	
Employee Related Costs - Wages & Salaries	-22,785,413
Employee Related Costs - Social Contributions	-3,373,549
Debt Impairment	-708,376
Depreciation and Asset Impairment	-4,928,931
Interest Expense - External Borrowings	-952,614
Other Materials	-2,461,939
Contracted Services	-20,693,922
Other Expenditure	-705,488
Contributions To/(From) Provisions	-7,112,461
Total Direct Operating Expenditure	**-63,722,692**
SURPLUS	
Surplus / (Deficit) After Tax, Cross Subsidies & Share of As	**8,916,118**

4.7 IWMP REVIEW AND UPDATE

No substantial amendments or updates are recommended to the IWMP. The next generation IWMP should be developed during the 2019/2020 period.

5. CONCLUSIONS AND RECOMMENDATIONS

Based on the goals that were set in the IWMP for each solid waste management category it is evident that the Overstrand Municipality followed the IWMP and implemented all actions as far as the budget allowed.

The Overstrand Municipality is committed to deliver efficient waste management services as is evident from the basic services they render as well as the supporting functions by implementing awareness and education, post-collection recycling, garden waste chipping and composting.

The only concern is the availability of fund for capital projects which would require large sums such as the future rehabilitation of disposal facilities.

ANNEXURE 1

AWARENESS AND EDUCATION EXAMPLES

Puppet Show

LET'S RECYCLE RIGHT!

HOW TO RECYCLE

- Place a clear plastic bag with your recyclables on the sidewalk on the same day the municipality would normally collect refuse
- The municipality gives you a free clear plastic bag every time that you put out a full bag of recyclables
- If your clear bag was inadvertently not replaced, you are welcome to collect one at the nearest municipal office

RECYCLE RIGHT

- Paper and cardboard must be dry and free of food debris
- Paper/canned food containers must be rinsed out
- Paper that has been in contact with food is not acceptable
- Make sure all containers have been emptied
- Separate plastic lids from plastic bottles (made from different materials)
- Keep medical waste (syringes, needles) out of recycling bags

WHAT TO RECYCLE

- You don't need to separate the different items into different bags - just put paper, glass, tins and plastics into the one clear bag
- Food waste, polystyrene foam cups and/or polystyrene containers can not be recycled
  - **REMEMBER**: All food scraps and other waste goes into the black refuse bag

HERMANUS ADMINISTRATION: PROPERTY OWNERS AND AGENTS:
PLEASE FORWARD THE RECYCLING / REFUSE REMOVAL SCHEDULE TO HOLIDAY TENANTS:
MONDAY: Vermont, Fisherhaven, Voëlklip • **TUESDAY:** Onrus, Chanteclair, Berghof, Sandbaai, Hemel-en-Aarde • **WEDNESDAY:** Zwelihle, Mount Pleasant • **THURSDAY:** Westcliff, Northcliff houses in the CBD and Hermanus Industrial Area • **FRIDAY:** Hawston, Eastcliff, Hermanus Heights, Kwaaiwater.
DAYS REMAIN THE SAME REGARDLESS OF PUBLIC HOLIDAYS.

YES! These go into a clear bag:

PAPER / CARDBOARD

Newspapers, magazines, paper, cardboard and boxes

GLASS

Bottles and jars.
No other glass (window panes, windscreens etc)

PLASTICS

Cold-drink, water and milk containers, yoghurt and ice-cream containers, bubble wrap, plastic bags

CANS

Cold-drink and food cans, deodorant and hairspray cans, cans containing household cleansing aids

NO! These go into a black bag:

FOOD WASTE, SCRAPS AND PEELINGS

DISPOSABLE NAPPIES, TOOTHPASTE TUBES

WET OR FOOD-SPOILED PAPER & CARDBOARD

OLD CLOTHING AND SHOES

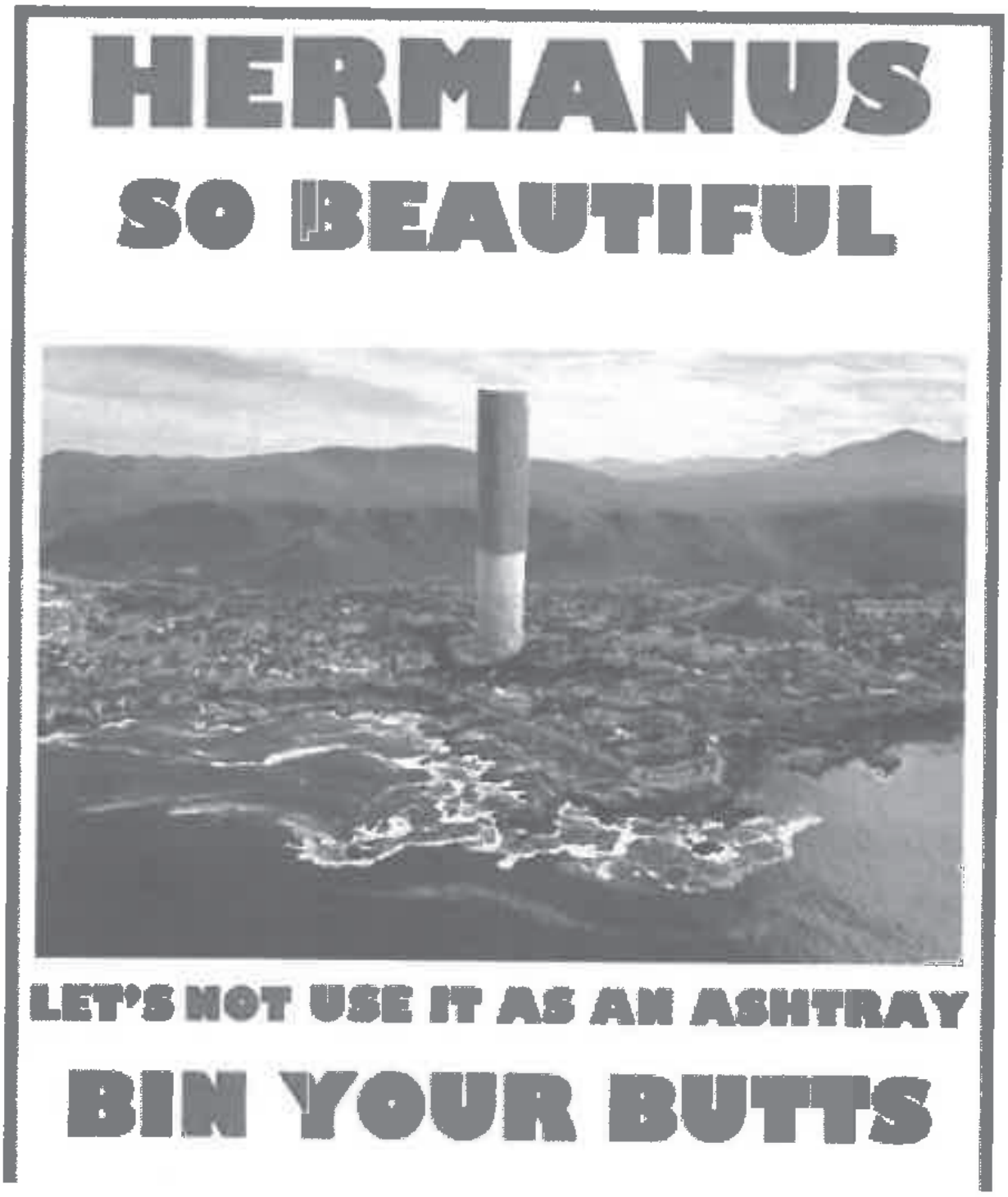
TAKE NOTE: - *Only put refuse and recycling bags out before 07:30am of the day of collection, not the day before - Each household is permitted one bin or four bags of household waste (which may only include one bag of garden refuse) - Garden waste, household hazardous waste (paint, thinners, pesticides, etc) and e-waste can be taken to Hermanus transfer station.*

Municipaliteit • U-Masipala • Municipality
OVERSTRAND

Overstrand Municipality
November 22 at 3:38pm ·

CIGARETTE BUTTS have increasingly become one of our major litter issues. The problem has escalated to a greater extent in recent years, due in part to government legislation that restricts smoking in public buildings and restaurants. This, in turn, forces smokers outside, where butts are often littered.

Cigarette butts may seem small - however, with an estimated 28.5 million cigarette butts (equivalent to 14,3 tonnes) being discarded annually in the Hermanus CBD (an area of 0... See More



Overstrand Municipality
November 23 at 8:33am ·

We appeal to all business owners and staff to dispose of cigarette butts responsibly.

PLEASE smokers - use a portable cigarette butt holder available on the market or something as simple as an empty bottle or can laden with a bit of water to dispose of butts.

If you see someone flicking cigarette butts in the storm water drain, report the incident to law enforcement on 028 313 8980 or to the Overstrand control room on 028 313 8000/8111. ... See More

Smokers - this is for you

Research shows that about 28 MILLION STOMPIE BUTTS ARE THROWN DOWN IN PUBLIC SPACES IN HERMANUS EVERY YEAR. That is the equivalent of 300 butts for every man, woman and child in the entire Overstrand.

If you have friends or family who smoke, remind them to throw their butts away responsibly.... See More

7,420 people reached

Boost Post

Like Comment Share

Heather Violet Sunshine, Anina Lee and 43 others

Chronological

22 Shares

MEDIAVERKLARING / PRESS RELEASE

CONTACT:
Municipal Manager: Coenie Groenewald
Tel: 028 313 8003 | cgroenewald@overstrand.gov.za
Overstrand Municipality

Media Liaison & Social Media Officer
Riana Steenekamp
Tel: 028 313 8043 | rsteenekamp@overstrand.gov.za

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OVERSTRAND

27 November 2017

E-waste: Recycle old electronics responsibly

Too often, out dated electronics such as expired telecom equipment, servers, computers, laptops, tablets, smart phones, and more end up in landfills and contaminate our environment.

Help us make our recycling program as efficient as possible by not dumping your electrical/electronic waste on sidewalks or other open spaces as we have special disposal methods for items such as e-waste and certain hazardous products.

All the municipal waste transfer stations in Overstrand have bins where you can dispose of your electronic waste (computers, cell phones, etc.)

- KLEINMOND: Kleinmond Transfer Station, Main Road
- HERMANUS: Hermanus Transfer Station, Swartdam Road
- STANFORD: Stanford Drop-off, Rivier Street, Industrial Area
- GANSBAAI: Gansbaai Landfill, Voortrekker Street

Overstrand Municipality
June 22 at 8:21am

here to dump?

ome owners can dump their refuse free of charge 24 times per year at any the facilities, but businesses must pay a fee for the dumping of business fuse since they are only charged for one bag of office refuse.

ne following facilities exist within the four administrations:... See More

277 people reached

Boost Post

Like Comment Share

Gansbaai Business Chamber, Erika van Staden and 10 others

shares

Used motor oil can be taken to the Hermanus Transfer Station or Walker Bay Recycling in Swartdam Road, Hermanus, where a special bin has been provided for this purpose.

Please do not pour motor oil, paints or solvents down your drain or into sewers. Never pour antifreeze or other chemicals onto the ground. ...
See More

2,780 people reached

Boost Post

Like Comment Share

8

Chronological

1 share

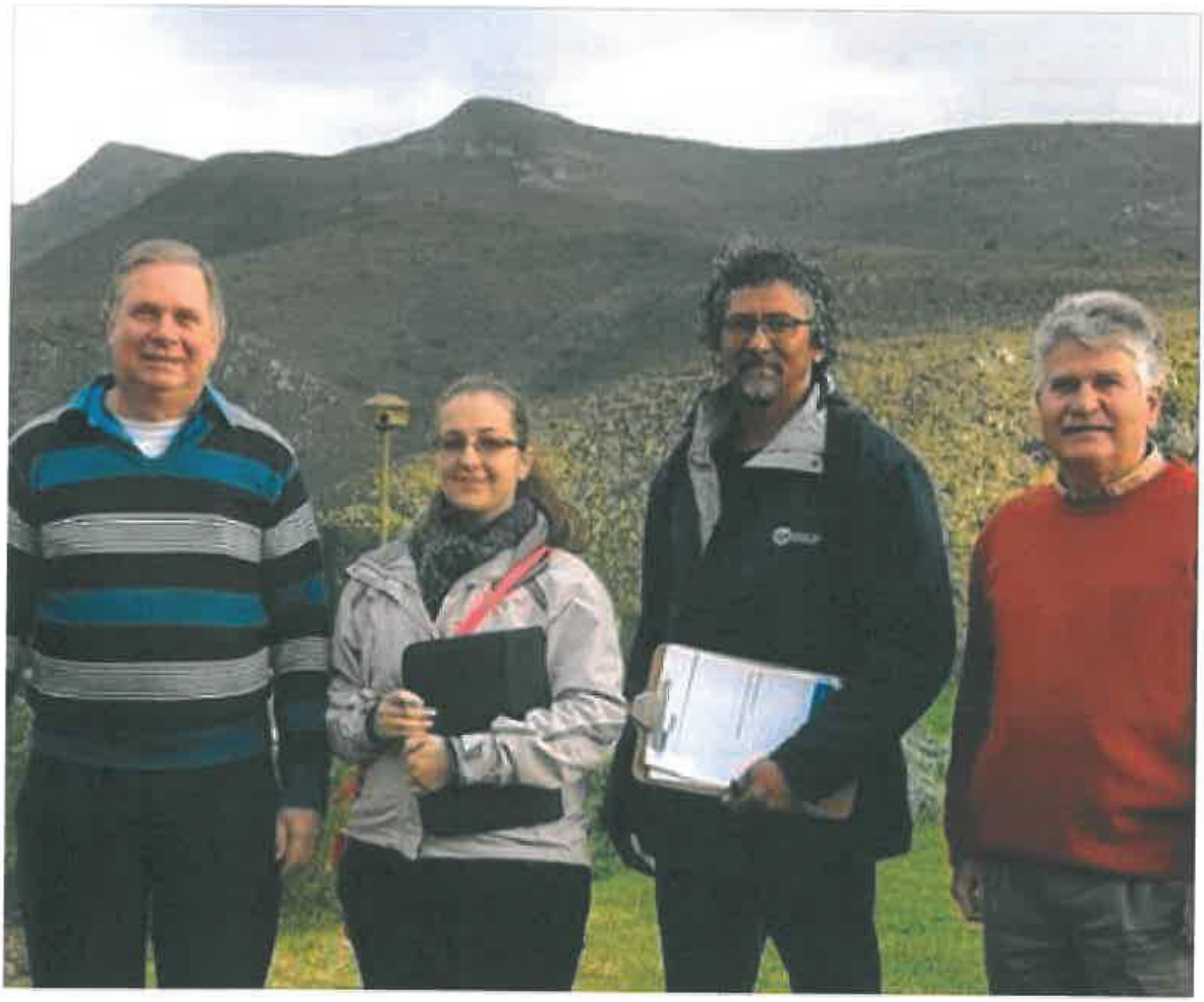
Wendy Bennett I have some old paint full tins but old and expired and some bits is used tine where can I dispose of these?
Like · Reply · See Response · 1 · June 21 at 4:24pm

Overstrand Municipality Hi Wendy, the Hermanus Transfer Station in Swartdam Road accepts oil-based paint as part of our hazardous waste collection programme.
Like · Reply · 1 · June 30 at 6:52pm

GREENEST MUNICIPALITY COMPETITION ADJUDICATORS VISIT OVERSTRAND

The adjudicators of the Waste Management category of the 2017 Greenest Municipality Competition (GMC) received a warm welcome when they visited Overstrand Municipality earlier today.

Overstrand ranked third amongst Western Cape's Greenest Municipalities overall, and walked off as winner in the category Waste Management for the sixth time in last year's competition.... See More



3,757 people reached

Boost Post

Like Comment Share

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OVERSTRAND

P.O. Box 20, Hermanus 7200
www.overstrand.gov.za

	Telephone	Fax
Hermanus	028 313 8000	028 312 1894
Gansbaai	028 384 8300	028 384 0241
Kleinmond	028 271 8400	028 271 4100
Stanford	028 341 8500	028 341 0445

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

FEBRUARY 2018

Bulletin

Official newsletter of the Overstrand Municipality

MESSAGE OF BEREAVEMENT ALDERMAN RUDOLPH SMITH

It is with profound sadness that Overstrand learned of the sudden demise of Executive Mayor, Ald Rudolph Smith, who died during the early hours of Friday, 5 January 2018.

Rudolph became a DA Councillor in the Overstrand in 2009 and Ward Councillor for Ward 8 in 2011.

In 2014 he was elected Deputy Mayor and served as Chairperson for the Community Services and the Infrastructure and Planning portfolios as well as on the Overstrand Disciplinary Committee. After the 2016 municipal elections, he was elected Executive Mayor of Overstrand Municipality.

Rudolph Smith was the custodian of the Old Age Member Club in Hawston and the Chairperson of the School Governing Body of Hermanus High School.

The Mayor was diagnosed with a benign brain tumour towards the end of November last year. Sadly he did not survive the surgical procedure that was performed in an effort to reduce the mass.

Fire fighters demonstrating their readiness for the fire season

FIRE FIGHTERS IN TRAINING: Pictured here are fire fighters Neil Cloete (back) and Maxisole Langatye (in front) - practising.

Given that hot, windy and dry weather conditions will prevail in the foreseeable future, the risk of runaway veld fires are greater than ever this year.

Our Fire Brigade is prepared and have full-time fire officers in all areas and a large contingent of volunteer fire fighters. Practices are held on a regular basis to prepare our fire fighters, but as the old adage tells us, *prevention is better than cure!*

Overstrand Fire Chief, Lester Smith, appeals to all residents and visitors to exercise extreme caution as far as fires are concerned.

In case of an emergency, please contact Overstrand Fire, Rescue & Disaster Management on **028 312 2400**. Also, please do report any suspicious activity immediately to your nearest police station, or call Overstrand's Law Enforcement on **028 313 8996** or **028 313 8000/8111**.

JOINING THE LIBRARY

You can become a member of the library, free of charge, by completing a membership form to apply for membership.

You need to provide a valid identity document together with proof of your home address (such as a utility bill) and a maximum of two references.

If you are applying for a card for a child who is younger than 17, you will need to sign their application form and bring along their identity document as well as your own.

If you are renting a property you must bring a copy of the first page of your agreement. If you live with somebody, he/she must give you a letter of confirmation.

LIGHTS ON MAIN GAVE KLEINMOND A GLOW

This annual event kicked off - as usual - during the early evening of Monday, 11 December, as usual - with food stalls and live entertainment from the Handevat Marimba Band, who delivered a wonderful medley of Christmas carols, campfire songs and folk tunes.

In her address, Cllr Elnora Gillion, mayoral committee member for Local Economic Development, called on the public to let the spirit of Christmas be their guide this holiday season. "As we celebrate the birth of our Lord, I pray that the light of kindness and hope be reborn in you. Peace and goodwill to you and your loved ones this Christmas season".

Residents and visitors were further urged to be thankful, never to forget the past and to trust the future.

"We should never become too busy to live, that we eventually forget that we need to make a life," she added.

The festivities concluded with Councillor Fanie Krige expressing his gratitude to the organisers, shopkeepers and residents for their co-operation and support.

"Happy Holidays! Best wishes for you and your family this Christmas," he said.

Seen at the 'Lights on Main' Festival on Monday, 11 December 2017, are (from left): Overstrand's Area Manager: Kleinmond Administration - Desmond Lakey, MC of the evening and Principal Clerk: Records - Dencil Arendse, Ward 9 Councillor - Grant Cohen, Mayoral Committee Member for Economic Development and Tourism - Cllr Elnora Gillion, Tourism Manager: Cape Whale Coast - Frieda Lloyd, Tourism Manager: Hangklip-Kleinmond - Anecia Abrahams and Ward 10 Councillor - Fanie Krige.

HERMANUS LEVEL 1
WATER RESTRICTIONS UPDATE

The De Bos Dam level was at 56.7% by end December 2017, compared to 62.9% by end November 2017, and 87.9% by end December 2016.

Hermanus had 3.2 mm of rain during December 2017, for a total of 502.9 mm in 2017, compared to the long-term average of 620 mm per year.

The average daily water demand of Hermanus during December 2017 was 13.0 million litres per day, compared to 15.98 million litres per day during December 2016. This amounts to a saving of 18.6%, or 92.1 million litres of water in December compared to the previous year.

The good co-operation and sense of responsibility demonstrated by consumers since the implementation of water restrictions in Hermanus is commendable.

The Buffels River Dam, which supplies water to Rooi-Els, Pringle Bay, and Bettiesbaai, is still filled to 93% of capacity, the Kraaibosch Dam at Gansbaai at 91.6% and the Pearly Beach Dam at 85%. The boreholes supplying Hermanus, Stanford, Baardskeerdersbos and Buffeljagsbaai have not been adversely affected by the drought at this stage.

The Overstrand Municipality continuously monitors the water situation in all its supply areas, and additional measures will be taken when deemed necessary.

We need your help to stop illegal dumping on commonages and open erven in the Overstrand.

Please see the below list of facilities where domestic waste is accepted at no charge to the public. Note, small quantities of building rubble (bakkie builders) 0 to 1 ton, general and garden refuse as well as industrial waste can also be disposed of here. However, a disposal fee may apply, depending on the volume and type of waste. Builder's rubble of more than one ton can be dropped off at Karwyderskraal Landfill.

Weekend visitors are also urged to make use of one of the following transfer sites for the disposal of house hold refuse.

For your convenience, the transfer stations are also open during weekdays from 08:00 - 18:00 and Saturdays from 09:00 - 16:00.

As a reminder of where and when you can dispose of general waste

DROP-OFF	DAYS	TIMES
■ KLEINMOND: KLEINMOND TRANSFER STATION, MAIN ROAD		
Kleinmond Transfer Station	Monday - Friday	07:30 - 18:00
	Weekends & public holidays	07:30 - 16:30
Betty's Bay Drop-off	Monday - Sunday	08:00 - 16:00
■ HERMANUS: HERMANUS TRANSFER STATION, SWARTDAM ROAD		
Hermanus Transfer Station	Monday - Friday	08:00 - 18:00
	Saturdays	09:00 - 16:00
	Public holidays	09:00 - 14:00
Voëlklip Drop-off	Mondays	08:00 - 16:00
	Tuesdays - Fridays	08:00 - 18:00
	Saturdays	09:00 - 16:00
	Public holidays	09:00 - 14:00
Hawston Drop-off	Mondays - Fridays	08:00 - 18:00
	Saturdays	09:00 - 16:00
	Public holidays	09:00 - 14:00
■ STANFORD: STANFORD DROP-OFF, RIVIER STREET, INDUSTRIAL AREA		
Stanford Drop-off	Mondays - Fridays	08:00 - 17:00
	Saturdays & public holidays	09:00 - 14:00
■ GANSBAAI: GANSBAAI LANDFILL, VOORTREKKER STREET		
Gansbaai Landfill	Mondays - Fridays	08:00 - 18:00
	Saturdays & public holidays	08:00 - 16:00
Pearly Beach Drop-off	Mondays - Fridays	08:00 - 17:00
	Saturdays & public holidays	09:00 - 14:00

As part of a trial run, additional bulk waste skip bins were placed at strategic positions in Franskraal (Rossouw Street), Kleinbaai (Perlemoen Street), Blompark (Kampeerweg) and Masakhane. This was to address the need of holidaymakers who are unable to dispose of their DOMESTIC refuse on the scheduled collection days in the areas concerned.

OVERSTRAND ARTS/KUNSTE (OAK) will present two young Belgian artists in concert on Friday night, 9 February, at the Civic Auditorium in Hermanus. **Nikolaas Kende** (piano) and **Jolente De Maeyer** (violin) who hail from Antwerp in Belgium, have proved to be firm audience favourites when it comes to applying their skills and technique. They will play the *Sonata for violin and piano in F Minor, Op. 4* of Felix Mendelssohn; *Romanza for violin and piano* of *Lodewijk Mortelmans*, *Sonata for violin and piano in A minor, Op. 162 - 'Grand Duo'* of Robert Schumann and lastly, the *Sonata No. 9 in A Major, Op. 47 - 'Kreutzer'* of L van Beethoven. *The concert will commence at 19:00. Tickets are R140 per person (R60 for students) and available at the Tourism Office in Mitchell Street (tel. 028 312 2629). Further enquiries can be made to Secretary René du Plooy on tel. 082 940 4238.*

OAK

SUCCESS FOR THE PILOT BLUE FLAG STATUS AT CASTLE BEACH

Overstrand Municipality, especially the Gansbaai Administration, is incredibly proud and honoured to be awarded a pilot status for Pearly Beach. Pictured here, are Environmental Officer - Benjamin Kondokter, Area Manager: Gansbaai Administration - Francois Myburgh, Horticulturist and Blue Flag Co-ordinator - Lauren Rainbird, Deputy Mayor - Dudley Coetzee and some visitors, enjoying the day at the beach.

Not only has Blue Flag status once again been bestowed on Grotto, Hawston and Kleinmond - but Castle Beach in Pearly Beach received pilot Blue Flag status for the first time! The pilot period for Castle Beach ended on the 15 January 2018. Pilot beaches are not required to comply with all Blue Flag criteria, but must work towards meeting fundamental elements like water quality, environmental education and information, beach and environmental management, and safety and services within a two-year period, to stand a chance to ultimately acquire full Blue Flag status. Each Blue Flag site is compelled to conduct several environmental education activities during the year, and to practise effective and efficient conservation management.

The accreditation is awarded for one season at a time and if conditions deteriorate at the beach, it can be withdrawn.

Grotto's Blue Flag status kicked in on 1 December and remains effective till 31 March 2018. In the case of Hawston and Kleinmond, this status lasted till 15 January 2018. It should be noted that no pets are allowed on Blue Flag beaches for the duration and that the consumption and/or possession of any alcoholic beverages is strictly prohibited in all public areas, including beaches. Life-saving and security services will be fully operational for the duration of the holiday season on the afore-mentioned beaches, as well as at the two municipal swimming pools, namely Hawston (next to the camp site) and Hermanus (Zwelihle).

RESCUE TRAINING EXERCISE SUCCESS

A joint rescue operation training exercise was conducted at Fernkloof Nature Reserve in December, to hone the search skills and to bolster the rescue capability of the various rescue teams involved. According to Angelo Aplon, Assistant Fire Chief: Operations and Training, the exercise was a 'mock' search and rescue operation that was based on a past scenario and one that could likely happen again. "These exercises help to ensure that staff and volunteers throughout the Overberg region, working in the emergency and rescue services field, are familiar with their roles and responsibilities in the event of a search and rescue emergency", he added. Overstrand Fire fighters, Environmental Officers, Traffic and Law Enforcement Officers - including members of the Task Team - as well as Western Cape Emergency Medical Services and Hermanus NSRI Station 17 took part in the successful rescue operation.

Calling for assistance in an emergency

Any emergency and/or distress call regarding drowning or accidents, can be reported to the Municipality's 24-hour Emergency only number, on 028 312 2400.

For day-to-day law enforcement complaints, phone 028 313 8996.

For general enquiries, contact Overstrand's control room on 028 313 8000/8111.

NSRI: 082 990 5967

EMR PRIVATE AMBULANCE: 076 585 0899

AMBULANCE PROVINCIAL: 028 312 3219

RESIDENTS ADHERE TO CALL

The Overstrand Municipality would like to thank residents of the Overstrand for their co-operation during the festive season when a call was made for no fireworks and especially during new year's eve celebrations. Fireworks were banned throughout the Overstrand this summer as the drought resulted in extremely high fire risk conditions. There were few incidents and minor disturbances. The Directorate for Protection Services reported that new year's celebrations went 'relatively well' and thanked members of the public for their co-operation in ensuring the safety of all across our region.

Munisipaliteit • UMasipala • Municipality

OVERSTRAND

P.O. Box 20, Hermanus 7200
www.overstrand.gov.za

	Telephone	Fax
Hermanus	028 313 8000	028 312 1894
Gansbaai	028 384 8300	028 384 0241
Kleinmond	028 271 8400	028 271 4100
Stanford	028 341 8500	028 341 0445

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

JANUARY 2018

Bulletin

Official newsletter of the Overstrand Municipality

Public warned to be vigilant of opportunistic criminals during holiday season

With the summer holiday season about to unfold, the Overstrand Municipality would like to warn residents and holidaymakers to be extra careful and aware of their safety over the period.

Criminals are known to be more opportunistic during the high-season and visitors are therefore urged to be vigilant at all times to prevent being targeted during the holiday season.

Items such as cell phones, wallets, and other valuables should not be left unattended or in plain sight. Similarly, motorists should refrain from keeping anything of value on car seats where it is easily visible. Rather, it is advised that items to that effect be stowed in the boot of your vehicle.

Also, should you decide to go for a walk along the beach or cliff path, tell somebody where you're going and when to expect you back.

Rand Water and Water Research Commission visits Overstrand

Pictured are Hanré Blignaut (Deputy Director: Engineering Planning), Godfrey Madzivire (Council for Geoscience), Paul Lee (Umvoto), Shafick Adams (Water Research Commission), Danny Kuya (Rand Water) and Patrick Robertson (Manager: Water Infrastructure and Quality).

On 29 November 2017, a delegation from Rand Water in Johannesburg and the Water Research Commission paid a visit to Overstrand Municipality to learn more about adaptive water management and the successful implementation of groundwater.

As Preekstoel Water Treatment Works (WTW) is a first of its kind in South Africa, the Overstrand is setting the bar for other municipalities regarding harvest potential of groundwater (aquifer systems).

Hanré Blignaut, Deputy Director Engineering Planning spoke about challenges associated with water resource prioritisation and sustainability issues and also highlighted the issue of governance and institutional alignment.

Paul Lee of Umvoto, the contracted hydrogeological consultants to support the municipality in the development of its well-fields, shared information on challenges in managing the aquifer and well-fields with specific reference to an automated, high tech approach incorporating live data and fast response time.

The delegation was taken on a tour of the Preekstoel Water Treatment Works, and shown one of the municipality's key groundwater projects, i.e. the Gateway well field in Hermanus, by Patrick Robinson, Manager Water Infrastructure and Quality.

What makes the Preekstoel Plant so special?

The specific purpose of the Preekstoel plant is to remove the very high iron and manganese content from the borehole water before it is blended with the treated surface water from the De Bos Dam. Preekstoel has a unique bio-filtration system used to remove manganese and iron content found in ground water. This entails creating ideal conditions for specific iron and manganese consuming bacteria to grow in the filter media. The pH and dissolved oxygen content of the water are controlled to create the right conditions for the bacteria.

R44 (Clarence Drive) roadworks put on hold for festive season

The Department of Transport and Public Works (DTPW) has started periodic maintenance on the R44 between Rooi Els and Gordon's Bay. It is anticipated that this R59 million project will be completed in mid-2018.

The road was last refurbished in 1985. However, because of severe road surface cracks and other surfacing failures, it now needs to be resurfaced. Ancillary elements such as stone walls, structures and side drains also require repairs. The project will include crack sealing, patching, asphalt overlay, as well as repairs to culverts and gabions.

Half-width construction (involving the closure of one lane) will take place in sections with stop/go controls to manage the flow of traffic, and motorists can expect a 15-minute waiting period at these points.

DTPW is aware that delays are frustrating, but some inconvenience during construction is inevitable. However rest assured, road users will soon be able to enjoy a safer and more pleasant travelling experience on this road.

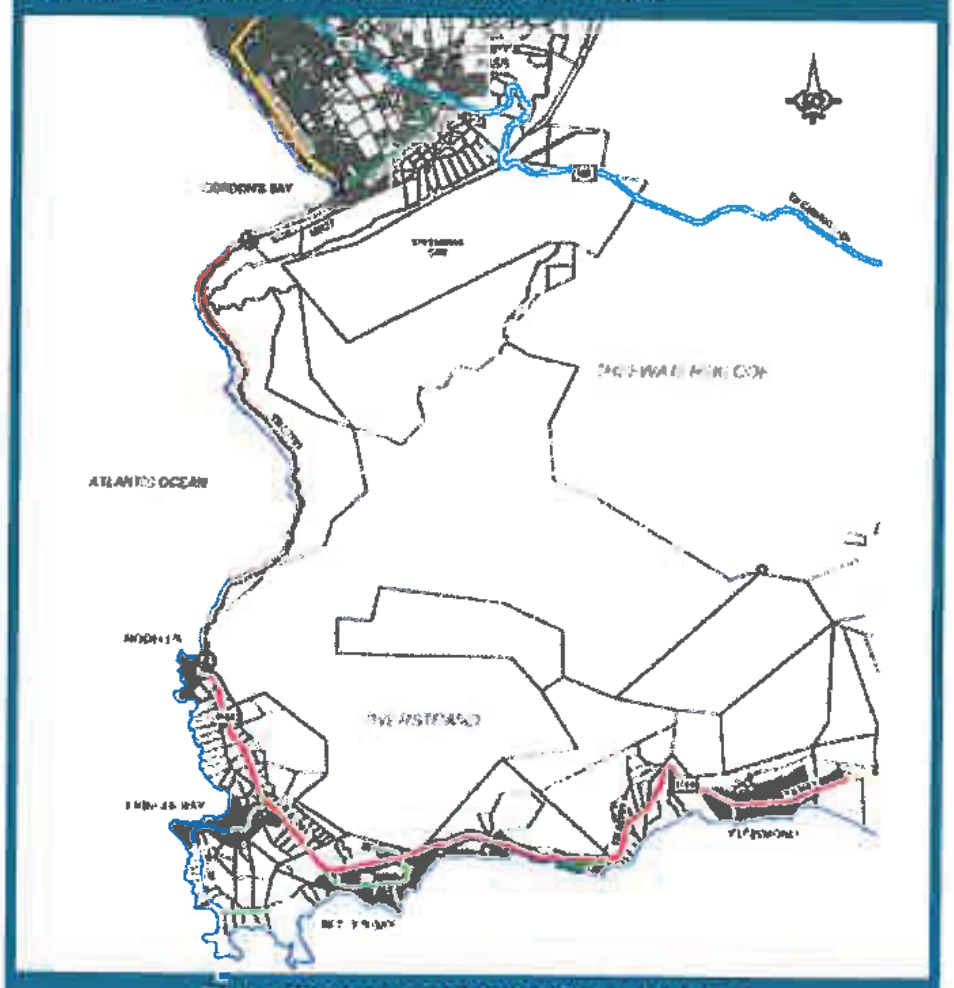
Holidaymakers will not be affected by roadworks on the R44 though, as the stop/go controls will be temporarily removed to accommodate the festive season traffic.

The road will be open to two-way traffic from 15 December 2017 to 14 January 2018.

The stop/go system will be reinstated on 15 January 2018.

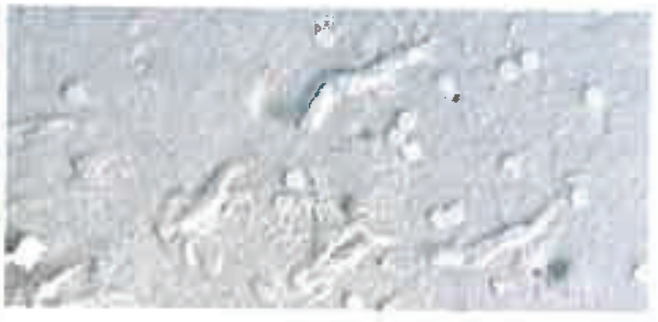
Overstrand Traffic Chief, Rudi Fraser, has asked the public to remain vigilant when it comes to road safety and to maintain the speed limit, as traffic is expected to peak between 16 December 2017 and 2 January 2018.

The high-quality road infrastructure that DTPW provides is an important component of a safe and effective transport system, and an enabler of economic and social development in the Western Cape.



The affected road is indicated in red

Plastic pellets nurdle *alert*



Overstrand Municipality has asked members of the public to be on the lookout for any nurdles that may be found along our coastline, and to report sightings to help track the movements of these potentially lethal little beads.

The tiny pellets of plastic - known as nurdles - were first reported on the Gansbaai shoreline on 26 October, barely a week after vast quantities initially washed up on Durban's shores. This, after two shipping containers housing 49 tons of nurdles pitched off a Mediterranean Shipping Company (MSC) vessel, that broke its moorings and collided with another ship in Durban Harbour. The containers and packaging ruptured, effectively ejecting hundreds of millions of nurdles into the sea.

According to Overstrand's Environmental Department, nurdles were spotted on Grotto and Voëlklip Beaches as well. "Thus far we have only had a few reports of them washing up on our coast. However, the shoreline is currently being monitored by not just South African Shark Conservancy (SASC), but also other Cape Whale Coast Hope Spot members that include Dyer Island Conservation Trust and the Municipality," confirmed Environmental Officer Tarron Dry.

"SASC does a weekly sampling check and is furthermore in communication with the Abalone farms in the area, asking them to check their filtration systems for any nurdles," he added.

The Problem

The pesky little critters never go away. Nurdles are harmful to animals which often mistake them for food. Not only are they toxic, but they cannot be digested - with a dire end-result of digestive blockages, starvation and eventual death.

Moreover, the worn-down micro-fragments block filter feeders and clog respiratory gills. They look just like fish eggs, which impacts birds as well as marine animals.

Recommended Disposal

Should you encounter these nurdles, please contact SASC on 028 312 3029 or Dyer Island Conservation Trust on 082 907 5607, and remember to mention exactly where they were found.

Awards to celebrate greening

Pictured are the Overstrand delegation who received the Greenest Municipality trophies and certificates on behalf of the municipality (left to right): Mike Bartman (Deputy Director: Community Services), Johan van Taak (Manager: Solid Waste), Lauren Rainbird (Horticulturist and Blue Flag coordinator) and Hanré Blignaut (Deputy Director: Engineering Planning).

Another feather in the cap for Overstrand Municipality, as it takes second place in the Western Cape 2017 Greenest Municipality Competition! The competition was won by Swartland Municipality (Malmesbury), while Hessequa Municipality (Riversdale) came third.Overstrand took top honours in the categories for Waste Management, Water Conservation & Water Management, as well as Biodiversity Management. Overstrand won the Waste Management category seven times in the last nine years and won the Water Management category four times in the last five years.

The Municipality was also recognised for innovative projects/ practices in water (for the long-term operation and maintenance contract of the bulk water services to improve efficiencies) and waste, ('Rethink the Bag Plastic shopping bags') in the same competition.The Greenest Municipality Competition Awards were handed over by Western Cape Premier Helen Zille and Anton Bredell, Minister of Local Government, Environmental Affairs and Development Planning, at a function at the Lord Charles Hotel in Somerset West on 27 November.

Showing their delight at having received the Certificate of Outstanding Achievement as the First Runner up Overall are (left to right) Overstrand's Municipal Manager Coenie Groenewald, Director of Infrastructure and Planning Stephen Müller and Executive Deputy Mayor Dudley Coetzee.

In his keynote address, MEC Bredell said: "The Greenest Municipality Competition Awards celebrate the constant hard work which makes our towns function, the passion of officials who carry out work against challenging odds, and the spirit of cooperation and efforts to use our resources wisely for the benefit of all our citizens."

Elements that were evaluated for the Greenest Municipality Competition include waste management, energy efficiency and conservation, biodiversity management, water management and conservation, air quality management, leadership, institutional arrangements and public participation. Along with scoring second place in the overall competition, Overstrand also secured prize money of R70 000. The competition is arranged by the Western Cape Department of Environmental Affairs and Development Planning, and will henceforth be held every 2 years, with the next round set for 2019.

LEVEL 1 WATER RESTRICTIONS CONTINUES

With water restrictions implemented only in the Greater Hermanus area as from 1 November 2017, Overstrand is happy to report that residents are adhering to the call and we appreciate the efforts. Please continue to follow the restrictions below during the festive season:

- No watering of gardens, flower beds, sports fields, parks, lawns and other open spaces is allowed with municipal drinking water, except for:
  - One hour per day, before 09:00 or after 17:00, two days per week.
  - Even numbered street addresses ONLY on Wednesdays and Sundays.
  - Uneven numbered street addresses ONLY on Tuesdays and Saturdays.
- Washing of vehicles and watercraft with hosepipes is only allowed if fitted with automatic self-closing devices.
- No washing or hosing down of hard-surfaced or paved areas with municipal drinking water is allowed.

Automatic exemptions

- Watering of plants in nurseries, etc. for commercial purposes, is exempted from the water restrictions.
- If alternative water sources are utilised, consumers must ensure that they display the appropriate signage to this effect; clearly visible from a public thoroughfare.

Queries may be directed to Ms A Bayley on tel. 028 313 8972 or via e-mail to depdircomsec@overstrand.gov.za

BLUE FLAG *FLYING*

It's official - three Overstrand beaches have been awarded the right to wave the prestigious Blue Flag for the summer. Ceremonial events to herald in the Blue Flag season were held at Grotto, Hawston and Kleinmond beaches on Thursday, 30 November 2017. The hoisted flags will also serve as an indicator to both locals and visitors that the facilities concerned have met the relevant criteria that render them clean, safe and environmentally friendly.

In addition, the Blue Flag Programme is designed to raise environmental awareness and to educate the community about the need to care for our coastline. The programme furthermore stipulates that water samples are taken at regular intervals and that an independent laboratory should be responsible for testing all sea water samples. Further recognition was also given to Castle Beach in Pearly Beach which received Pilot Status.

Speaking at the flag ceremony in Grotto, Mayoral Committee Member for Community Services, and the Portfolio Chairman under which blue flags in Overstrand falls under, Cllr Andrew Komani, commended the stakeholders, partners and all contributors for ensuring Overstrand was able to attain the Blue Flag status another year running.

"We place a very high value on the Blue Flag from an economic and tourism marketing point. Tourists are undoubtedly drawn to our beaches because of what the Blue Flag represents," Komani added. We, therefore, urge all residents and visitors to use these beaches and its facilities responsibly. Stay mindful of the conservation of our marine and coastal environments and keep the impact of your presence to a minimum," he concluded.

Grotto's Blue Flag-status kicked in on 1 December and will remain effective till 31 March 2018. In the case of Hawston and Kleinmond, this status will come into effect on 15 December and remain in place until 15 January 2018. In South Africa, the programme is run by WESSA (the Wildlife and Environment Society of South Africa) in conjunction with participating municipal authorities. This year, 44 South African beaches were awarded Blue Flags, of which 28 received the title in the Western Cape. An additional 22 beaches across the three provinces have been given pilot status.

Blue Flag standards are only enforced at the participating beach's stated season, which varies from just one month of a year to the full 12 months.

Grotto beach has been part of this coveted award for 17 consecutive years, whilst Hawston and Kleinmond beaches have both enjoyed Blue Flag status for 12 years.

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OVERSTRAND

P.O. Box 20, Hermanus 7200
www.overstrand.gov.za

	Telephone	Fax
Hermanus	028 313 8000	028 312 1894
Gansbaai	028 384 8300	028 384 0241
Kleinmond	028 271 8400	028 271 4100
Stanford	028 341 8500	028 341 0445

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

DECEMBER 2017

Bulletin

Official newsletter of the Overstrand Municipality

Mayoral Festive Greetings

I extend warm season's greetings, to our wider Overstrand community and all our visitors from near and far.

Thank you for choosing the Overstrand as your preferred festive holiday destination. We are truly proud and overjoyed to welcome you in our service area, and trust you will have an unforgettable stay.

2017 has flown by and as we take time to reflect on the highs and the lows, let us maintain a sense of hope. It is easy to get lost in our daily struggles, look back and relive the challenges, while there are beams of hope sprung from little miracles which move us forward every day.

Let us embark, this Christmas season, with peace in our hearts, goodwill towards our fellow man and love for our country.

May the message of hope portrayed in the celebration of the birth of our saviour, be reflected in our approach to the New Year. May we have faith in the unseen direction, trust the guidance from above and walk in a certain belief that the future holds prosperity and success.

As we take time with our nearest and dearest, family and friends, let us cherish life and celebrate responsibly. May those who choose to travel this festive season, adhere for calls to maintain a safe following distance, drive cautiously and "Arrive Alive".

On behalf of the Councillors and staff of the Overstrand Municipality, I wish you and your families a safe, joyful and blessed Christmas and a Prosperous 2018.

Executive Mayor:
Ald Rudolph Smith

NO FIREWORKS ALLOWED IN OVERSTRAND

Overstrand Municipality would like to advise residents and visitors that the discharge of fireworks from any area (including your own backyard) is not permitted at any time in the Overstrand and especially not on New Year's Eve!

During previous years, designated areas on beaches were approved where fireworks were permitted on New Year's Eve between 23:00 and 01:00. HOWEVER, due to the high fire risk and implementation of water restrictions within the jurisdiction, the stakes are simply too high.

We would also like to appeal to residents and visitors not to use so-called 'Chinese lanterns' as these pose a significant fire risk. The National Sea Rescue Institute (NSRI) also asks people not to use sky lanterns as they float out to sea and are often reported as emergency flares which in turn cause Sea Rescue hours of fruitless searching.

Despatch of any fire crackers or emergency flares for celebratory purposes are also prohibited in terms of the applicable by-laws of the Municipality.

Let us work together to make these festive season celebrations safe and happy for all.

- **Any special requests for controlled and strictly supervised firework exhibition events and/or other enquiries must be directed to the Chief Fire Officer on 028 313 5014 during office hours 14 days prior to the event.**

For the duration of the fire season, Bulletin will regularly remind its readers to be vigilant around fires and offer a couple of handy tips on how best to prevent loss of life and serious damage to your property in the event of a fire. To begin with, we quote this advice offered by the Western Cape Government:

PREVENTION IS BETTER THAN CURE

Landowners, and especially hospitality and tourism businesses operating in an area where wildfires are common, should pay particular attention to the protection and safety of their guests and employees.

Any fire strategy should include the following components:

- **Awareness**

It is estimated that as many as 90% of unwanted unnatural fires are caused by people. It is important to know where and when these dangers occur and where the high-risk areas are.

- **Prevention**

Education and new management systems may be necessary to prevent fires.

- **Preparedness**

The best way to be prepared is to comply with the provisions of the National Veld and Forest Fire Act, creating and maintaining adequate fire breaks and to join or form a local Fire Prevention Association in your area.

Should you require assistance with devising a fire strategy, feel free to contact Overstrand's Fire Chief, Lester Smith, on 028 313 5041 or visit www.overstrand.gov.za

UNIFORMED OFFICIALS CELEBRATED AT THANKSGIVING SERVICE

On Sunday, 29 October 2017 a large crowd gathered at the Thusong Centre in Hawston to honour and celebrate the Overstrand's uniformed officials. There to pay homage and show their appreciation, were the Western Cape MEC of Environmental Development and Planning Anton Bredell and Overstrand Executive Mayor Rudolph Smith. Also in attendance were a host of Overstrand councillors, as well as contingents of senior clergymen, SAPS, SA Navy, government and municipal officials; as too the public at large.

A cavalcade comprised of the Hawston and Atlantis cadettes, Overstrand's Protection Services and SA Navy and SAPS squads were cheered on by local residents who joined in the march that coursed through the streets of Hawston. At the Thusong Centre, MEC Bredell, Mayor Smith and Municipal Manager Groenewald greeted the procession, followed by a ceremonial 'Inspection of the Troops'.

The occasion was then officially opened with a prayer by Minister Charlie Matinka and a warm welcome from Overstrand Ward 3 councillor, Kari Brice.

A common thread of gratitude and appreciation towards those who serve under the banner of the various protection agencies that affords the relative safety and security enjoyed in the area, was evident in the many messages of goodwill conveyed by the host of speakers. Mayor Smith augmented these efforts by saying "Let us help our law enforcement staff who often put their own lives at risk by offering them the respect and necessary support; and not take for granted the protection they give us in the execution of their duties."

The Hawston Cadette Squad stands to attention as MEC Anton Bredell (1st left), Executive Mayor Rudolph Smith (2nd left) and Municipal Manager Coenie Groenewald (1st right) execute an "Inspection of the Troops", under the guidance of Overstrand Director of Protection Services, Neville Michaels (maroon suit). Seen with the cadettes are their managers and drill commanders, SA Navy W/O Noel Dreyer (white uniform, front), along with retired SA Army Rifleman Irvin Sauls.

Saluting in respect during the National Anthem being sung at the Thanksgiving Uniform Service held at the Thusong Centre in Hawston on Sunday, 29 October 2017, are members of the South African Police Services (left) and a contingent of councillors, Municipal Management and Government Officers. Included, were the Western Cape MEC of Environmental Development and Planning Anton Bredell, Overstrand Executive Mayor Rudolph Smith, Councillors Arnie Africa, David Botha, Elnora Gillion, Christine May and Fanie Krige - amongst others."

More testimony to this was found in the words of MEC Bredell who stated, "My deep gratitude is extended to the men and women in uniform who serve our communities so ably. Our duty and responsibility as a government is to make sure they are provided with the necessary support and training to enhance their efficacy." "But, let us not forget to give thanks to their families who make tremendous sacrifices so that we can sleep well at night. These officers go to such extraordinary lengths to safeguard us, so let's do all that we can to support them," encouraged the MEC.

With proceedings drawing to a close, the congregation singing out on "In the Shadow of your wings, I know I am safe" was perhaps the most fitting way to end what was by many accounts a glorious and heart-warming affair.

Overstrand keeps Sandbaai's ageing and overgrown vegetation in check with controlled block burning

On Thursday, 5 October 2017, Overstrand Fire and Disaster Management in cooperation with Overstrand Environmental Services, embarked on a programme to reduce aged and overgrown vegetation in the Sandbaai area. The aim was to better manage runaway veld fires and to improve the ecological biodiversity of the neighbourhood concerned.

The identified prescribed block burn was dependent on season and weather conditions, which are conducive for the burning of firebreaks or blocks. Fire safety is of utmost importance in incidents like this and, where necessary, the programme was adapted in order to maintain safe burning conditions. This means that the prescribed burn was carefully assessed by a committee, comprised of Overstrand Fire and Disaster, and Overstrand Environmental Services.

All resources were under the control of an Incident Commander. The Incident Command System (ICS) is a standardised approach to the command, control and coordination of emergency response, providing a common hierarchy within which responders from multiple agencies can be effective.

Coastal fynbos is more succulent, which means that no big flames were expected. The Working on Fire (WOF) teams engaged were divided into two; with the one division initiating the burn from the east end into the wind in a westerly direction on the topside, and the other unit continuing the process on the lower side.

In events like these, all surrounding roads are treated as a controlled and restricted access area for the duration of the burn and for 48 hours thereafter, with access being contained to residents of the affected area only.

Beach Safety Tips

The recent **WARNING** of Large swarms of "Portuguese man o' war" / Blue Bottles that washed up on some of our beaches, described them as animals that can cause severely painful stings, even when dead. People walking barefoot and bathers should take caution, especially in the Hermanus area. Do you know the best way to treat a blue bottle sting? Or, what to do if you are caught in a rip? **Remember these 9 tips** to keep you and your family safe at the beach this summer.

1. Always swim between the red and yellow flags: Always swim or surf at places patrolled by lifesavers. The red and yellow flags show where a lifesaving service is on patrol, as well as the safest area of the beach for swimming.

2. Read safety signs: Before you go into the ocean read the safety signs first. This way, you will be aware of any warnings or dangers on the beach, such as dangerous currents and blue bottles.

3. Swim with a friend: To avoid getting in trouble in the water, always swim with a friend or family member so you can keep an eye out for each other. If you need a lifeguard's assistance, raise your arm in the air and wave it from side to side. Save your energy by floating on your back and staying calm.

4. Blue bottle stings: If stinging occurs, wash off the tentacles with water, or pick off with fingers. Place the affected area in hot water for 20 minutes. If you don't have access to hot water, a cold ice pack is also effective. Do not rub sand, pour soft drinks or urinate over the sting - it doesn't work.

6. Rip currents: Spot a rip by looking for deeper darker water, fewer breaking waves and sometimes sandy-coloured water. If caught in a rip, stay calm, float and raise an arm for attention. While floating, rips can flow in a circle and return you to shore. Or you may escape a rip by swimming parallel to the beach, towards breaking waves. Don't struggle in a rip, or you will become exhausted.

7. Sunburn: Apply sunscreen at least 15 minutes before going into the sun and reapply regularly, particularly after swimming. Wear a shirt and hat for extra protection. If you get sunburned drink lots of fluids to avoid dehydration. If you have severe sunburn, with blistering and nausea, see a doctor.

8. Heat exhaustion: Heat exhaustion is relatively common with beachgoers, particularly the young and elderly. Physical activity and a lack of hydration can cause weakness, nausea, vomiting and light-headedness. To treat it, stop any activity and move to a cooler environment to rehydrate with water and sports drinks.

9. No alcohol: Don't ever swim in the ocean directly after a meal or under the influence of alcohol or drugs. Alcohol and swimming don't mix well. Over summer, there will be a lot of security and police to ensure everyone's safety and they will be ready to fine anyone drinking in alcohol-free zones.

The viability of a Special Rating Area (SRA) for Onrus and Vermont is currently being investigated by a steering committee, which consists of members representing the neighbourhood watch, the ratepayers' associations, the estuary forum and other entities.

What is an SRA?

The SRA model is based on international best practice. It is aimed at preventing the degeneration of towns and the consequential urban decay, as well as facilitating their upliftment, economic growth and sustainable development. SRAs are a potential tool for assisting the municipality to fulfil its constitutional and statutory obligations, whilst also allows for property owners within a geographical area to improve and upgrade their area.

An SRA functions with the aid of the local municipality, which adds an additional calculated rate to the rates of members within the selected area, and who will then proceed to pay the non-profit company (NPC) in charge of the upkeep of that SRA.

The basic idea is that a group of property owners in a selected area can come together to discuss the lack of security and services; and agree to find a way to address these problems. They can then apply to the local municipality to incur special rates, payable by the owners within that area, to fund the needs of the area.

SRAs help to strengthen the relationship between local government and the community, in order to promote the well-being of the selected area.

Some of the issues surrounding the proposed SRA were addressed at a recent ward 13 committee meeting in Onrus. So far, the process has been adhered to, as set out in the by-law and policy regarding the establishment of an SRA.

This is the process that should be followed (currently finalising step 4):

Initiation:

1. A steering committee is created in the community.
2. The steering committee meets with the municipal CFO & legal department to discuss the parameters of the SRA.
3. The committee creates draft documents including a Memorandum of Intent, Business Plan, etc. to show the municipality what they believe is viable.
4. The steering committee also sets a perception survey, which is circulated in the community to determine how people feel about the current status of the area.
5. After the completion and analysis of the survey, the committee meets with the municipality again, following which the municipality evaluates the proposal to determine the rate which they believe would be affordable/feasible.

Official start:

6. A public meeting is planned to give the community full insight into the process and documentation.
7. The steering committee now officially applies to the municipality and submits the proposal and all relevant documentation.
8. More public meetings, etc. are held to ensure everyone is informed and has a chance to give inputs and raise objections.
9. A public vote is held by which 60% + 1 of property owners in the proposed area must vote in favour for the SRA to be approved.
10. Then the municipal council votes on the proposed SRA.

Implementation:

11. A Not-for-Profit Company (NPC) is created with a management committee elected from the community.
12. The levied extra rate is applied for five years and is paid over to the NPC to supply the agreed upon services.
13. The NPC can appoint people to deliver the services; or put it out to tender and award it to a professional company/companies to provide these services.
14. The NPC must be fully accountable to the community and municipality.
15. If deemed necessary, the project can be extended after a properly motivated request is sent to the municipality and approved.

For any queries regarding the proposed SRA, contact the steering committee at onrus.vermont.sra@gmail.com

Emergency Numbers:

24 Hour Emergency Control Room	028 313 8111
Overstrand Fire & Rescue	028 312 2400
Overstrand Law Enforcement	028 313 8980
Ambulance	10177
NSRI	028 312 3180
Marine & Coastal Management	028 313 2703
Hermanus Provincial Hospital	028 313 5200
Hermanus Private Hospital	028 313 0168
Hermanus Child Welfare	028 313 0831
Hermanus Animal Welfare	028 312 1281
Hermanus Police	028 313 5300
Gansbaai Police	028 384 0201
Stanford Police	028 341 0601
Kleinmond Police	028 271 8200

Overstrand's newly elected ***2017/18 Junior Town Council*** is inaugurated

Seen celebrating their internship as the Overstrand 2017/18 Junior Town Council (JTC), is the recently elected junior council along with Executive Mayor Rudolph Smith (front row, 2nd left), Speaker Anton Coetsee (front row, 1st left), and Executive Deputy Mayor Dudley Coetzee (front row, 3rd right). Also in the front row, is the new Junior Mayor Tumelo Mohaka of Qhayiya Secondary School (maroon scarf - centre), as well as his Deputy Mayors Odi Chadinha of Hermanus High and Lorenzo Geldenhuys of Gansbaai Academia. JTC manager, Unity Mtomile (second row, 1st left) of the Enlighten Education Trust was also there to join in the happy moment.

On Thursday, 19 October 2017, the Overstrand introduced its newly elected 2017/18 Junior Town Council (JTC), at a specially held inauguration ceremony that took place at the municipal auditorium in Hermanus.

Now in its 14th cycle, a complement of 35 junior council members comprising primarily of grade 10-12 learners from the six high schools in the area, took up their term of office under the stewardship of the new Junior Mayor, Tumelo Mohaka of Qhayiya Secondary School. The two Deputy Mayors who will serve along with him are, Odi Chachinha of Hermanus High and Lorenzo Geldenhuys of Gansbaai Academia.

Managed by the Enlighten Education Trust in partnership with the Overstrand Municipality, the initiative affords junior council members the opportunity to unlock their leadership potential, whilst being exposed to elements such as public affairs, the mechanisation of local government and participation in the delivery of various development projects, aimed at the general upliftment of the community and environment.

In his maiden speech, the new Junior Mayor, Tumelo Mohaka made an impactful statement, saying: "I look forward to working with my fellow junior councillors in coming up with fruitful ideas and ways to improve the community. As young South Africans, we can play a real and important role in the development of our country and we have an ideal chance here to be effective change agents. Let's make the 365 days that we serve count, in ways that matter."

On addressing the freshly appointed JTC, Overstrand Executive Mayor Rudolph Smith said, the words of Mohaka resonate strongly as it is against such background that the municipality puts great emphasis on youth developmental issues. "Whenever I am in the presence of young people like you, I'm encouraged by the vibrancy, energy and potential that exists. Sitting amongst you could very well be a future mayor, captain of industry, principal, or leader. I say this confidently as I believe in all of you is the potential for greatness," encouraged the Mayor.

Forming part of the evening's entertainment was a beautiful rendition of the Ed Sheeran song 'Photograph' by Hermanus High's Matthew Smith and Jordan Linehan. This was followed by a stirring poem that left many with room for thought, titled "What If" delivered by its composer, Qhayiya Secondary's Natasha Makholwana. Not to be missed, was the soulful performance of 'You Raise Me Up' by Nonqaba Futshane, also of Qhayiya Secondary, that had the crowd responding in rapturous appreciation.

The event concluded on the glorious note of Nonqaba leading the audience in the National Anthem before Unity Mtomile, JTC manager extended her thanks to the municipality, the Enlighten Education Trust, the community and all stakeholders for their on-going support of the mentorship programme.

CLOSING OF OFFICES DURING HOLIDAYS

Municipal offices in the Overstrand area including libraries, but excluding other essential services, will be closed as from 13:00 on Friday, 22 December 2017 and Friday, 29 December 2017 and respectively reopen at 07:45 on Wednesday, 27 December 2017, and Wednesday, 3 January 2018.

However, during these times, the delivery of essential services will continue as normal. Remember, municipal accounts can be settled through the Easy Pay system at several chain stores and at the Post Office. In the case of any emergency, contact our 24-hour Control Room at 028 313 8111.

LEVEL 1 WATER RESTRICTIONS

Water restrictions will be implemented only in the Greater Hermanus area, as from 1 November 2017. Water sources in the other areas of the municipality are still at satisfactory levels, but will be monitored closely.

Rainfall in Hermanus in 2017 until the end of September was only 398 mm, compared to the long-term average rainfall of 620 mm per year.

The level of the De Bos Dam is currently at 66.7% of capacity, compared to 98% at the same time last year. The De Bos Dam remains a very important source of water for the Hermanus area, despite a significant contribution from municipal boreholes. It was therefore decided to implement level 1 water restrictions from 1 November 2017, in order to reduce the water demand during the warm dry summer months and to make provision, should another dry winter be experienced in 2018.

In terms of the Overstrand Tariff Policy, water tariffs will only be increased to the level 1 restriction tariffs once the level of the De Bos Dam drops below 40%. By using water sparingly and by adhering to the water restrictions, consumers can contribute to delaying and hopefully avoiding the need for tariff increases.

Restrictions are implemented as follows and are applicable to all consumers:

- No watering of gardens, flower beds, sports fields, parks, lawns and other open spaces is allowed with municipal drinking water, except for:
  - One hour per day, before 09:00 or after 17:00, two days per week.
  - Even numbered street addresses ONLY on Wednesdays and Sundays.
  - Uneven numbered street addresses ONLY on Tuesdays and Saturdays.
- Washing of vehicles and watercrafts with hosepipes is only allowed if fitted with automatic self-closing devices.
- No washing or hosing down of hard-surfaced or paved areas with municipal drinking water is allowed.

Automatic exemptions

- Watering of plants in nurseries, etc. for commercial purposes, is exempted from the water restrictions.
- If alternative water sources are utilised, consumers must ensure that they display the appropriate signage to this effect, clearly visible from a public thoroughfare.

Water Tariffs

In accordance with Overstrand Municipality's Tariff Policy, water tariffs will only be increased to the 1st level of water restriction tariffs when the water level in the De Bos Dam drops below 40%.

Applications for Exemption

Customers who wish to apply for an exemption or relaxation of the restrictions can apply to the Deputy Director: Engineering Planning, by emailing a motivation to:

depdircomsec@overstrand.gov.za, or posting it to:
Deputy Director: Engineering Planning
Overstrand Municipality
PO Box 20
Hermanus
7200

Queries may be directed to Ms A Bayley on tel. 028 313 8972 or via e-mail to depdircomsec@overstrand.gov.za

REPORT ILLEGAL DUMPING OF BUILDER'S RUBBLE

Increasingly, people seem to be dumping their builder's rubble illegally on commonages and open erven; this despite the fact that Overstrand Municipality has transfer stations, drop-off facilities and a dumping site available, where builder's rubble can be dumped. Each area has facilities within easy reach, yet some seemingly prefer to dump their builder's rubble on any open erven or commonages they can find. It is also illegal to take builder's rubble to residential areas, should you be requested to do so.

The Overstrand regards this unlawful behaviour in a very serious light and will take the necessary steps against offenders.

If builder's rubble is sorted, the disposal thereof will cost you no money. Builder's rubble is used for covering of waste at the landfill site. If it is not sorted, however, you will pay per ton disposed of.

Members of the public are kindly requested to report incidents of illegal dumping of builder's rubble immediately to Overstrand's 24-hour control room **(Tel: 028 313 8111)**.

The problem with illegal dumping of builder's rubble

Illegal dumping destroys our beautiful environment, the plant and animal life, and can contaminate the soil and our limited water supplies. It further devalues property and drives tourists away, whilst at the same time lowers community pride.

Sometimes harmful material, i.e. chemicals, asbestos, sharp objects, etc. is dumped, which can cause injury and harm to people in the community.

Moreover, the municipality must spend a lot of money on clearing illegally dumped waste, that could have been spent on other more important priorities.

The following facilities exist within the four administrations:

Kleinmond Administration:

- Pringle Bay weekend drop-off for household refuse;
- Betty's Bay weekend drop-off for household refuse;
- Betty's Bay drop-off for general and garden refuse; and
- Kleinmond Transfer Station for household, general and garden refuse and small quantities of builder's rubble (bakkie builders) 0 to 1 ton.
- Karwyderskraal Landfill for all your builder's rubble of more than 1 ton.

Hermanus Administration:

- Hawston drop-off for garden and general refuse;
- Hermanus Transfer Station for household, general and garden refuse and small quantities of building rubble (bakkie builders) 0 to 1 ton.
- Voëlklip weekend drop-off for household refuse; and
- Voëlklip drop-off for garden refuse.
- Karwyderskraal Landfill for builder's rubble of more than one ton.

Stanford Administration:

- Stanford Transfer Station for general and garden refuse and small quantities of building rubble. More than one ton to be taken to Gansbaai Landfill.

Gansbaai Administration:

- Gansbaai dumping site for building rubble and general and garden refuse; and
- Pearly Beach drop-off for general and garden refuse and small quantities of building rubble (bakkie builders).

Overstrand Municipality does not tolerate any unlawful behaviour. Trespassers will face stiff penalties.

Seen at the launch of the 2017 Bags-of-Love Campaign that took place recently at Overstrand Executive Mayor Rudolph Smith's office are (L-R) Spar Eastcliff's Manager Christopher van Niekerk and owner Bern van Niekerk, Overstrand Cllr Elnora Gillion and St. Vincent de Paul's Terry McCarthy and Des Collins.

BAGS-OF-LOVE CAMPAIGN BRINGS EARLY CHRISTMAS CHEER FOR THE NEEDY

On Tuesday, 31 October the 2017 Bags-of-Love Campaign got off to a great start with a ceremonial stakeholders gathering in the office of Overstrand Executive Mayor Rudolph Smith, who has generously lent his support to the cause by becoming its Patron.

Now in its tenth year, the endeavour is aimed at distributing bags of essential grocery items to the most needy families in the area. Run by the Hermanus Conference of Saint Vincent de Paul, the program has drawn widespread support from Rotary, various church groups, Eastcliff Spar and a host of individual donors. Interest has grown steadily over the years to the point where more than 1000 bags were filled and distributed during the 2016 campaign. This year, the organisers aspire to increase this even more and have appealed to the public, business, churches and concerned parties to donate to this worthy drive. At the launch of the campaign, Cllr Gillion said, "I will donate 2 bags, and I challenge my fellow councillors and Overstrand officials to better that. I also urge all those who can, to contribute in whichever way possible. This way, we can meet the needs of even more families in dire straits and hopefully this Christmas won't be as bleak for them."

The bags are filled at a charge of R165-00 and donors, while shopping at Eastcliff Spar Hermanus, can simply ask the cashier to add this cost to their purchases. Alternatively, a monetary donation can be made directly into the following bank account: **Account name SVP-Bags of Love, ABSA Bank, Hermanus Branch, Account number 925 114 2278.** All funds donated will be used to make up bags which will be distributed by Saint Vincent de Paul to those in need.

For more information on the Campaign, contact the convenors on their respective cell numbers, i.e. Terry McCarthy (083 255 8614), Des Collins (082 824 1058) and Bruce Fraser (083 270 3230).

Munisipaliteit • U-Masipala • Munisipaliteit
OVERSTRAND

P.O. Box 20 Hermanus 7200
www.overstrand.gov.za

	Telephone	Fax
Hermanus	028 313 8000	028 312 1694
Gansbaai	028 384 8300	028 384 0241
Kleinmond	028 271 8400	028 271 4100
Stanford	028 341 8500	028 341 0445

NOVEMBER 2017

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

Bulletin

Official newsletter of the Overstrand Municipality

MAYOR GIVES RECOGNITION TO COMMUNITY LEADERS

On Thursday evening 21 September 2017, the Overstrand Executive Mayor Ald Rudolph Smith, honoured community members who are making a difference in their communities, at a prestigious Night of Achievers Awards ceremony that was held in the Auditorium at the Overstrand Municipality.

This annual occasion, recognises individuals who contribute exceptionally well towards their communities. This year, recognition was given to global stalwart, Archbishop Desmond Tutu, who's name was among those who received a certificate for the Honorary Citizens Charter/Honorary Citizens Award - *in acknowledgement of a life-long devotion to the wider South African communities, and in honour of continuing his human rights work in the Overstrand area. Unfortunately, he was not present to receive his award.* Other awards included the Mayoral Trophy for Environmental Conservation, the Overstrand Woman of the Year, and certificates for Achievers of Excellence.

This year, the following Categories were recognised:

Category 1: ACHIEVER OF EXCELLENCE

RUNNERS UP:

- **Nols Jonas** - In honour of his wide-ranging care of stray and neglected "pets" through BARC.
- Stanford Conservation & Recycling (SCORE) - **Elma Hunter** - In honour of social impact made in the Stanford community through conservation education, with their "littering and recycling" programme.
- NIKA Trust - **Hennie Nieman** - In honour of proactive efforts in poverty alleviation, through the rendering of support to disadvantaged individuals and families, as well as organisations and communities of the Overstrand.
- **Nellie Nokwanele Tebele** - In honour of years of dedicated and pioneering service to the community of Zwelihle.

CATEGORY WINNER:

- **Michael Lutzeyer** - In honour of his contribution to the development of responsible ecotourism, through the establishment of the "Grootbos Nature Reserve" and the associated "Grootbos Foundation".
- **Gladys Gillion** - In honour of her continued contribution to the social upliftment and promotion of education in the community of Hawston.

Category 2: WOMAN OF THE YEAR

RUNNERS UP:

- **Carolyn Martin** - In honour of her pioneering business acumen and contributions to social development, with the promotion of the Hemel-en-Aarde wine industry.
- **Tronel Meintjies** - In honour of her charitable contributions made to Overstrand communities as the founder of "Hermanus staan saam".
- **Johanna Lidia Morgan** - In honour of her contributions to the social upliftment of the community of Zwelihle.
- **Julie Cheetham** - In honour of her extensive contribution to youth development in the Overstrand as an employee of the "Grootbos Foundation".

CATEGORY WINNER:

- **Ann Wright** - In honour of her invaluable contribution to community upliftment through her work with various charity organisations.

Category 3: ENVIRONMENTAL CONSERVATION

RUNNERS UP:

- **Grootbos Foundation Conservation Team** - In honour of their contribution towards the preservation and conservation of fynbos in the greater Overstrand area.
- **Antonio de Silva-Swart** - In honour of his passionate contribution to the conservation of our beaches and educating others about the environment.
- **Dr Vic Hamilton-Attwell** - In honour of his passionate contributions and education in the fields of Botany and Zoology.
- **Duncan Heard** - In honour of his long-standing contribution to conservation in the greater Hermanus area.

CATEGORY WINNER:

- **Sheraine van Wyk** - In honour of her invaluable contribution to nature conservation, as well as socio-environmental education.

In the picture with the Mayor Rudolph Smith, from left to right, are: Bantu Sam (obo) Sheraine van Wyk, Conrad strydom (Youth achiever of the year), Ann Wright (Woman of the year), Johan Hugo (Tourism Development and Marketing), De Waal Steyn (Entrepreneurial) and Michael Lutzeyer (Achiever of excellence).

Category 4: ENTREPRENEURIAL

RUNNERS UP:

- **Jan Lutzeyer** - In honour of the successful establishment of innovative online ventures.
- **Margaret Motsoene** - In honour of her entrepreneurial spirit and contributions to entrepreneurial skills development.
- **Gilbert Muchanyara** - In honour of his entrepreneurial success in the catering industry.

CATEGORY WINNER:

- **De Waal Steyn** - In honour of his contribution and success in the industry of print and online media.

Category 5: JUNIOR ACHIEVER

CATEGORY WINNER:

- **Conrad Strydom** - In honour of his outstanding contribution to the promotion of education in the Overstrand and greater South Africa.
- **Camden Jansen** - In honour of his exceptional effort in caring for animals and volunteering at the "Hermanus Animal Welfare Society".
- **Tairemo Pietersen** - In honour of his exceptional effort in caring for animals and volunteering at the "Hermanus Animal Welfare Society".
- **Marlen Plaatjies** - In honour of his exceptional effort in caring for animals and volunteering at the "Hermanus Animal Welfare Society".

Category 6: TOURISM DEVELOPMENT AND MARKETING

RUNNERS UP:

- **Jan Lutzeyer** - In honour of contributions to the tourism industry and promotion of the Overstrand as a world-class travel destination.

CATEGORY WINNER:

- **Johan Hugo** - In honour of services to the Overstrand community that include the development of a unique tourism product and contributions to Local Economic Development (LED).

Category 7: OVERSTRAND OFFICIAL OF THE YEAR

CATEGORY WINNER:

- **Aden Johannes** - In honour of exceptional client service and dedication beyond the call of duty.
- **Liezl de Villiers** - In honour of her innovative solution towards baboon control in the Hermanus area.
- **Marzaan Middleton** - In honour of exceptional and versatile service delivery beyond the call of duty.

PRINCIPALS NOMINATED

- **Lionel Pedro** - Die Bron Laerskool, Stanford
  In honour of services to Overstrand communities beyond the call of educational duty.
- **Tommy Wilson** - Gansbaai Academia
  In honour of services to Overstrand communities beyond the call of educational duty.
- **Tommy Volkwyn** - Gansbaai Primêre Skool
  In honour of services to Overstrand communities beyond the call of educational duty.
- **Julius Swart** - Hawston Primêre Skool
  In honour of services to Overstrand communities beyond the call of educational duty.
- **Johannes Mouton** - Curro School
  In honour of services to Overstrand communities beyond the call of educational duty.
- **T Morris Tsabalala** - Lukhanyo Primary School, Zwelihle. In honour of services to Overstrand communities beyond the call of educational duty.

SPECIAL AWARD

- **Archbishop Desmond Tutu** - Honorary Citizens Charter/Honorary Citizens Award. In acknowledgement of a life-long devotion to the wider South African communities, and in honour of continuing his human rights work in the Overstrand area.

Onrus mini-transfer station closes

Following repeated complaints in recent years about safety, untidiness and the associated health and safety risk of the facility, the mini-transfer station at the Onrus Trading Post Shopping Centre will be closed before December 2017.

This decision was taken after Ward 13's ward committee recommended it during September 2017's public meeting. Several other options were considered and a survey was made about, among others, who make use of the transfer station. Because the facility is on municipal land, it can't be expected of the tenants in the centre to take responsibility for the transfer station. The intention of the transfer station was never that residents could dump their garbage, including garden refuse, there. It was erected in 2006 so that visitors, who depart on a day other than when garbage is removed, have a waste facility for household refuse. It would prevent full black bags standing around that get destroyed by stray dogs.

"Even though the transfer station is there, visitors still put their bags on the sidewalk on days when refuse is not removed," said Hermanus Area Manager, Don Kearney.

Unfortunately, it is also a meeting place for homeless people. A number of homeless people have grown in numbers and intensity over the years. "It is also disruptive for visitors to the centre and does not create a good overall impression at the entrance of the town," said Kearney. "We also notice more and more baboons in the area and are worried that they will 'discover' the mini-transfer station." When refuse is off-loaded, leftover food is often given to the homeless community. Particularly elderly people are targeted under the pretext of assistance, while the actual motivation is the tips.

The Onrus mini-transfer station will not be closed summarily, but it's intended to close ultimately by 30 November 2017. The Municipality requests residents - especially those who rent out holiday homes - to make early arrangements regarding garbage disposal. They could arrange with a permanent resident to make the bins and bags available on the scheduled days for removal. Municipal disposal of household waste takes place on Mondays (Vermont) and Tuesdays (Onrus River).

Hawston sod-turning grounds for *celebration*

Western Cape MEC for Human Settlements, Bongikosi Madikizela (fourth left) and Overstrand Executive Mayor, Rudolph Smith (next to minister) seen at the sod-turning ceremony of the Hawston Housing Development Project on Friday, 8 September 2017. With them were the respective provincial and municipal officials, Overstrand councillors, Hawston community social compact members, as well as representatives of the implementing agency and contractors.

The Provincial MEC for Human Settlements Bonginkosi Madikizela, along with Overstrand Executive Mayor Rudolph Smith, launched the multimillion-rand Hawston Housing Development Project, with a sod-turning ceremony held on the site where the new housing project is taking place on Friday, 8 September 2017. The event was marked with much elation from community members, contractors and stakeholders concerned.

The Hawston Integrated Residential Development Project (IRDP), situated on a portion of land adjacent to the R43 in Hawston, forms an extension of an existing residential area and is approximately 13 hectares in extent. It comprises 489 sites that include 107 residential sites for the affordable housing market, i.e. Grant Assistance Programme (GAP) and Finance Linked Individual Subsidy Programme (FLISP), 378 residential sites for the Breaking New Ground (BNG) market, two business sites, two community zoned sites and nine open public spaces, roads and a stormwater retention pond. This development is representative of the Department's mandate to deliver integrated and sustainable human settlements, in which beneficiaries have access to the resources they need in order to thrive in life.

On addressing those present Mayor Smith stated, "My thanks go to the Western Cape Department of Human Settlements, the project managers, implementing agent, contractors, my fellow councillors and the Overstrand administration, whose combined efforts have led us here today."

In his keynote speech, MEC Bonginkosi Madikizela commended the Municipality for the progress made in the delivery of housing in the region. However, he pointed out that government is unfortunately not in a position to provide free housing indefinitely, and its strategic objective is to promote partnerships with the business and banking sector in the Western Cape, in order to help alleviate the housing need. To this end, Madikizela stated, "We will continue to work closely with the banks and financial institutions, to ensure that carefully constructed mortgage packages that cater for the lower income brackets, become available to more people."

"This development will benefit a number of people and is aimed at meeting the needs of the most vulnerable and deserving beneficiaries, and addressing the problem of those people that earn too much to get a free house and too little to get a bond," said the minister. With that in mind, he cautioned the municipality to listen to the requirements of the middle earning class, and to try to find the means to accommodate this group who in essence are valuable tax paying contributors. He further urged the community to assist with ensuring that the development reaches completion, by not entertaining those who may have a tendency of blocking and sabotaging projects such as this, saying: "Toy-toying" slows down service delivery. People should rather speak up so that we can look at ways to address any problems they may encounter along the way."

Career Exhibition generates great interest amongst Overstrand Youth

Qhayiya Senior Secondary pupils listen attentively as Luvo Bomvana of Overstrand's Local Economic Development provides them with some insights of the mechanisations and prospective career opportunities within the organisation.

On Thursday, 7 September 2017, the Department of Government Communication and Information System (GCIS), in partnership with Zwelihle Youth Café and Overstrand's Zwelihle North Ward Councillor Vuyani Macotha, hosted a career exhibition for grades 9, 12 and out of school youth.

The event forms part of the government's activities to mark Heritage, Public Service and Tourism Month that falls in September.

Aimed at creating a platform for the youth to engage with various stakeholders and receive information on career prospects and accompanying skills development programmes, the exhibition is also a means to try and reduce the number of unemployed youth or graduates in the country.

Overstrand on a roll towards less plastic

The Cape Whale Coast and Hermanus, in particular, has always had quite a few environmentally aware people residing in this beautiful part of the world. What's more is, they want to keep it that way and are starting to push back against the oncoming tide of plastic packaging we are subjected to, whether it be at the supermarket, local take away or restaurants.

More individuals and groups are organising themselves to say that, they don't want overpackaged grocery products or fresh produce that could be sold loose, wrapped in plastic or on a polystyrene tray. People are tired of having a plastic straw plonked in their drink - whether they want it or not - and takeaways in polystyrene, when more earth-friendly alternatives are available.

There have been campaigns against trash for years, which is highly commendable, but it's really more than just about litter, isn't it? All this collected litter just goes to the recycling depot or to landfill. What the aim should be, as more people are realising, is to radically reduce the amount of trash completely.

To quote the motto of Bea Johnson, the doyen of zero waste living:

REFUSE - what you really don't need or want, such as single-use packaging

REDUCE - what you need, stop mindless shopping - you will save so much money and time

REUSE - what you already have - glass jars, paper bags, fix things, repair clothes.

RECYCLE - what you can't use. Ideally, there should be very little to recycle

ROT - Compost your food waste or use a Bokashi bin if you live in a flat.

The Country market is radically reducing plastic and numerous restaurants are also cutting out straws and another single-use packaging. There is still lots of room for improvement, but we are definitely moving in the right direction in the Overstrand.

For more information, please contact Fiona: fionamatthes@gmail.com or visit Facebook - Rethink Single Use Plastics.

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OVERSTRAND

P.O. Box 20, Hermanus 7200
www.overstrand.gov.za

	Telephone	Fax
Hermanus	028 313 8000	028 312 1894
Gansbaai	028 384 8300	028 384 0241
Kleinmond	028 271 8400	028 271 4100
Stanford	028 341 8500	028 341 0445

OCTOBER 2017

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

Bulletin

Official newsletter of the Overstrand Municipality

STOLEN TAPS CAUSE PRECIOUS WATER WASTAGE

Thieves targeting homes and stealing tap fittings are doing the rounds in the Overstrand again.

During August, several incidents occurred where copper taps and fittings were stolen from private properties.

Besides the theft of the water meters and taps, the water wastage in the middle of a drought emergency is concerning.

It is believed thieves steal taps to sell as scrap metal. Captain Fadila September of SAPS Hermanus issued a stern warning to scrap yard owners who buy stolen copper items.

Residents are urged to assist the Municipality by reporting any water leaks, burst pipes, illegal connections, blocked sewer drains, water supply interruptions and any other water-related issues to the different administrations, during office hours (07:45 - 16:30) at the following numbers:

Kleinmond: 028 271 8400 or 028 271 8465
Hermanus: 028 313 8000 or 028 313 8196
Stanford: 028 341 8500 or 028 341 8516
Gansbaai: 028 384 8300 or 028 384 8328

After hours' services have been centralised and all the above numbers will automatically be diverted to the Overstrand's 24-hour Control Room (028 313 8000/8111).

In the event of floods and accidents within the Overstrand area, the Fire and Rescue Emergencies number (028 312 2400) can be used. For day-to-day law enforcement complaints dial 028 313 8980.

How do I know if I have a water leak on my property?

It is possible to have an underground leak on your property and not notice it until you receive a very large water account. If you receive a water bill that is unusually high, it may well be due to a leak.

To check whether there is a leak on your property, try the following:

- Close all the taps in your house.
- Find your water meter. (This is located outside your house, possibly on the boundary).
- Your meter will have a row of numbers.
- Check the meter for movement of the numbers; if there is no visible movement then do the following:
- Take a meter reading by writing down all the numbers on the meter dial.
- Advise all the people on the property not to use any water for at least one hour; this can also be done overnight (don't flush the loo during the night!)
- Take a second meter reading after that time; if the reading has increased, then there is a leak. The numbers on the meter move to measure water flow, so if they have moved, there is a leak.

HAWSTON LIBRARY CELEBRATES TO COMMEMORATE 30 YEARS

The Hawston Library is 30 years old and celebrated this milestone with a commemorative event at Hawston Primary on Monday, 4 September 2017. For both past and current staff, it was an ideal opportunity to regale attendees with fond recollections of their experience over the years at the facility, as well as the huge impact it has had, and continues to have, on the community. For Phillipus May especially, Hawston's first librarian and former councillor, the dream to establish a library for the Hawston community - and and in particular its learners who, who did not have access to a library, was very important.

Front from left to right: Francois Myburgh (area manager: Gansbaai Administration), Julius Swart (Principal), Don Kearney (area manager: Hermanus Administration), Phillipus May (first librarian and former councillor), Christine Marais (honorary guest) and councillor Elnora Gillion.
Behind: Belinda May (librarian), Ronel Salies (Thusong manager, previously employed at Hawston Library), Francina Philander (library assistant), Lucelle Wyngaard (library assistant), Christopher Bruintjies (general worker) and Hillary Wessels (library assistant)

"In those days children had to be transported to Mount Pleasant to take out books," said Phillipus. After hard work behind the scenes and many appeals to community leaders and those of influence leaders, this dream became a reality in August 1987 when Hawston Library opened its doors for the first time, and he was appointed as the librarian.

"Being unable to read is a terrible thing. You rely on others for 'what does it say here' and 'what's the price of this product?' I hope you realize that the library can play an important role in your lives. Participate in the free activities the library offers, do research, read up on your tasks and ask for guidance", he encouraged. Cllr Elnora Gillion, Ward Councillor for Ward 8, said that learners are privileged to get opportunities to improve themselves. "Start reading, take the first step. Do not dismiss this opportunity here. Watch a little less TV and your cellphones aside for a while. Accept responsibility for yourself and for what you want to do with your life." "If you fly somewhere someday, it's important to find your way at the airport; to look up and to read where you should go," she added.

Hawston Primary's principal Julius Swart echoed this sentiment by saying that the children should not lose courage because their parents have no money or literacy. "Get away from this mindset that you can't go anywhere anyway, because there is no money for further studies. If you work hard and pass your subjects, there are bursaries available. Of course, it's not easy if mom and dad work full-time and are not at home. Of course, it's not easy to grow up with your grandmother - a grandmother who may have left school after grade 2 and can't help you with your homework. Of course, it is not easy if there is no money for a newspaper or a few magazines - use the library's service and guidance. "He added that Hawston Primary is now in the privileged position to have its own library. "But we still have a good partnership with the big library. Thank you, aunty Belinda for your support, leadership and partnership. You still assist our children, even though our school now has its own library. "

Librarian, Belinda May, closed the proceedings by saying that she and her staff are privileged to be part of a team that has won several awards over the past few years. Hawston Library was, among others, designated as Best Public Library: Children's Services, and made history when they received a Minister's Award for outstanding work delivered to children. She also told everyone of the fantastic holiday programmes they offer for children. During the past winter holiday, for instance between 200 and 250 children were kept busy daily. She thanked the Area Manager, Don Kearney (under whom all the Hermanus libraries fall) for his support.

GREENEST MUNICIPALITY COMPETITION ADJUDICATORS VISIT OVERSTRAND

The adjudicators of the Waste Management category of the 2017 Greenest Municipality Competition (GMC) received a warm welcome when they visited Overstrand Municipality on Wednesday, 23 August 2017.

Overstrand ranked third amongst Western Cape's Greenest Municipalities overall, and walked off as winner in the category Waste Management, for the sixth time in last year's competition.

Johan van Taak, Overstrand Municipality's coordinator for the competition and the municipality's Solid Waste Manager Planning, said that Overstrand has always been a keen supporter of the competition. This competition helps the municipality to focus on things that really matter and help to improve the quality of our environment and the quality of life, he added.

The adjudication panel consisted of Gregg Adams and Theona Oberholzer from the Provincial Department of Environmental Affairs.

The panel had a question and answer session with Johan van Taak and Deputy Director of Infrastructure & Planning, Hentie Blignaut, before they embarked on site visits to solid waste facilities and activities across the Overstrand area.

The winners of the competition will be announced in November 2017.

#GreenestMunicipalityCompetition

FICK'S POOL DEVELOPMENT TO BEGIN SOON

Following a series of hiccups experienced over some time, Overstrand Municipality has awarded a lease agreement to Tasoclox (Pty) Ltd, to develop the area in and around Fick's Pool. This ±5 300m² piece of land is situated in Westcliff, Hermanus and was made available for the specific purpose of developing and operating a restaurant. Also included, is the maintenance of the natural pool and the upgrading of the ablution facilities on the property, over a 20-year lease agreement period. Development will start as soon as the lease agreement is finalised and signed.

Access to the site and ablution facilities remains open to the public.

Join us monthly for the International Coastal Clean-up campaign

Let's keep litter off our beaches and out of the sea by thinking twice before using plastic straws. Let's be mindful of where cigarette butts are thrown. Let's get into the habit of carrying re-usable shopping bags with us.

Let's all do our part in keeping our communities clean. Let's look after our environment and save the planet - one bag at a time!

WHY?

Because what ends up in the stomach of a fish can also end up on your dinner plate!

Dedicated wildlife enthusiast, Sue-Ann Schutte, explains it best in the George Herald: "Plastic is made of chemicals that are poisonous to marine life and us. Plastic pollution affects more than 600 species of marine animals and South African seabirds are among the worst affected in the world."

"Enough plastic is thrown away each year to circle the earth four times. Not biodegradable, an ordinary plastic container can take anywhere between 50 and 100 years to degrade, and some will never degrade.

"Pollution on beaches has serious visible effects on the surrounding environment, but what most people do not see, are the effects it has on marine animals and their ecosystems. Of all the types of pollutants that make their way into the marine environment via littering, plastic is the worst.

STARVE TO DEATH

"Naturally, marine animals are affected by litter disposal on beaches which land up in their environment. As most marine mammals are inquisitive by nature, they will swim through plastic and rope to get a closer look and it can ultimately cause cruel injury or death.

"Another more lethal way in which litter affects marine animals, is through ingestion. Even very tiny animals will consume minute pieces of plastic which look no different from plankton due to their small size. The ultimate tragedy is that by eating indigestible materials the animal will feel full and eventually starve to death.

"Seabirds are naturally curious and will eat anything. One of the biggest problems we are faced with, is when marine birds eat fish heads that still have a hook inside the mouth and are often connected to a length of fishing line and a sinker," says Schutte.

There will be monthly clean-ups, parties doing their bit for the environment, all along the Overstrand coast. Why not join one of the clean-up parties from 08:30 to 11:30 at a beach near you?

For more information on clean-ups on our beaches, phone Antonio da Silva-Swart on 072 462 4274; Petro on 079 807 9726 or Whale Coast Conservation on 028 316 2527. Everyone is welcome to participate in the beach clean-ups. #TeamUpToCleanUp #WasteStopsWithMe

Environmental Impact of food

Nowadays, more and more people are aware of the environmental impact of our lifestyles on the planet. Most people look at cutting back on fossil fuels, buying a more fuel-efficient car, using public transport where possible or managing their waste water, but most of us are blissfully unaware of how our food choices also affect the environment.

Livestock production is known to have a serious impact on the planet - it affects air and water quality, ocean health and is the largest land user in the world.

The raising of livestock is responsible for around 20% of global greenhouse gas emissions. Scientists in various countries have studied the impact on land, irrigation water and greenhouse gas emissions of various agricultural categories i.e. wheat, dairy production etc and found that producing beef required 28 times more land than pork, dairy or egg production, used 11 times more water and resulted in 5 times more greenhouse gas emissions.

With South Africa being an extremely water scarce country, these figures are very relevant to us. When you discover that it takes about 2 400 litres of water to make a 150g beef burger, perhaps beef is one of the first items one should be cutting back on, rather than just having a 2-minute shower every other day? For more information please contact Fiona Matthes on the Facebook link @rethinkthebagshermanus or via e-mail, Fiona.econatural@gmail.com.

Reporting faulty street lights

Residents can report faulty street lights at the following numbers during office hours (07:45 - 16:30):

Hermanus administration:	**028 313 8000/8111 or 028 316 2630**
Kleinmond administration:	**028 271 8400 or 028 271 8484**
Gansbaai administration:	**028 384 8300 or 028 384 8358**
Stanford administration:	**028 384 8500 or 028 384 8376**

Any fault which occurs outside normal working hours must be reported to the 24-hour control room on 028 313 8000/8111, or via email to enquiries@overstrand.gov.za. Note, e-mails sent will be attended to during office hours.

Information needed to ensure a quick response:

- **Detail of problem**
- **Physical address**
- **Nearest street corner from faulty light**

CHANGED YOUR DETAILS?

Moved or changed telephones recently?

Have you recently moved and changed your address or do you have a new mobile phone number? Please remember to notify the Municipality of these changes and furnish them with your new details.

The request to change or update information must be done in writing and not telephonically. Changes can also be sent to enquiries@overstrand.gov.za

Alternatively, visit a client service officer at the administration closest to you, to ensure that your information has been updated:

KLEINMOND: 33 5th Avenue, Kleinmond or
P/Bag X3 Kleinmond 7159. Tel: 028 271 8400

HERMANUS: Magnolia Street, Hermanus or
PO Box 20, Hermanus 7220. Tel: 028 313 8000/8111

STANFORD: 17 Queen Victoria Street, Stanford or
PO Box 84, Stanford 7210. Tel: 028 384 8500

GANSBAAI: Main Road, Gansbaai or
PO Box 26, GANSBAAI 7220. Tel: 028 384 8300

Your contact information will be treated as confidential and will not be disclosed to other parties.

ZUILL BAILEY FROM USA TO PERFORM IN THE OVERSTRAND

Zuill Bailey, considered the best cellist in the world at present, will perform for Overstrand music lovers on Sunday afternoon, 29 October!

OVERSTRAND ARTS/KUNSTE (OAK) brings you this distinguished soloist, recitalist and teacher. Among other positions simultaneously held, he is currently Professor of Cello at the University of Texas at El Paso. He will play Sonata in C Major by Boccherini; Sonata No. 4 by Beethoven; Paganini Variations by Piatigorsky and Daugherty's Concerto.

Tickets (R140) will be sold out long before the concert, so book early at the TOURISM OFFICE on 028 312 2629, to avoid disappointment.

The concert will take place in the Civic Auditorium in Hermanus on Sunday afternoon, 29 October, and commence at 15:30. Contact René du Plooy on 082 940 4238 or 028 312 1895, for further enquiries.

Munisipaliteit • U Masipala • Municipality
OVERSTRAND

P.O. Box 20, Hermanus 7200
www.overstrand.gov.za

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Hermanus	028 313 8000	028 312 1894
Gansbaai	028 384 8300	028 384 0241
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SEPTEMBER 2017

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

Bulletin

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OVERSTRAND HOLDS COMMUNITY UPLIFTMENT HIGH ON MANDELA DAY

On Tuesday, 18 July 2017, Overstrand Executive Mayor, Ald Rudolph Smith accompanied by mayoral committee members Cllrs Elnora Gillion and Amie Africa, set the pace in Overstrand's contribution to the Mandela Day Campaign by paying a visit to the Health and Welfare Centre in Hawston.

The event afforded the opportunity for the facility's Chairperson, Wally Moosa, to take the Mayor and his party on a guided tour of the premises. This included a walk through the wards, kitchen, laundry and an inspection of its well-kept sustainable vegetable and herb garden. During the stay, the mayor engaged with several in-care patients and staff before lending a hand in dishing out 67 cups of soup and bread to a queue of children who stood patiently in line waiting their turn.

While there, Mayor Smith also took the time to handover a wheelchair that Centre Manager, George Kinnear said would do much to assist with the service offering they provide to the community.

Other activities comprised sprucing up the building that had kids of the Hawston Library School Holiday Programme washing windows, while a group of Overstrand firefighters took turns at cleaning and sweeping the hall ways.

Speaking at the Mandela Day commemoration, the mayor said, "The work carried out at facilities like this has a meaningful impact on our communities and showcases the spirit of social responsibility, that was espoused so well by the late Tata Madiba."

"This has been a very moving and emotional experience and I applaud the centre and its staff for the efforts and wonderful work that they do," stated the mayor.

While the Mayor commerated Mandela Day in Hawston, other councillors around Overstrand also did their bit to honour the legacy of Madiba. Ward 5 councillor Valerie Pungupungu gathered young children in Zwelihle to clean up a play park in the area; she also used the moment to educate them on how to take care of their environment. Valerie further visited the Siyazama Old Care Center where she treated the elderly to a hearty lunch of soup.

At another event, members of the Hermanus Division of the Overstrand Fire and Rescue Services put in some hard work too; cleaning and preparing soup for children at Khanya Educare Center in Zwelihle.

Staying in Zwelihle, Cllr Connie Tafu-Nwonkwo helped by donating food and disposable napkins to children at Ikhaya Lezibusiso.

In Kleinmond, ward 10 Cllr Fanie Krige collaborated with the KBRC to paint a container and teach youngsters to propagate seed at the Mandela Circular Random Harvest gardening project at Mthimkhulu Village. Ward 9 Cllr Grant Cohen and a group of volunteers, in turn, assisted staff at the Kleinmond Animal Welfare Society and Child Welfare offices.

Mayor Rudolph Smith (centre) handing out cups of soup to children at a Mandela Day commemoration event held at the Hawston Health and Welfare Organisation on Tuesday, 18 July 2017. There to assist, was Mayoral Committee Member and Portfolio Head of Local Economic Development and Tourism, Cllr Elnora Gillion (second left).

Staff of the Hangklip-Kleinmond offices, along with Cllrs Fanie Krige and Grant Cohen, ran a blanket drive which concluded with Cllr Krige and the team doing a handover of the collection on Mandela Day to Esmien van Zyl of the Child Welfare Kleinmond office.

Cllr Connie Tafu-Nwonkwo (right) handing out food to elderly women and children at a Mandela Day commemoration on Tuesday, 18 July 2017. This was done with the help of other community members of Zwelihle.

Cllr Valerie Pungupungu with children from Zwelihle ward 5, seen carrying cleaning material before they went on to give their 67 minutes for Madiba day. Cllr Pungupungu used the day to teach young children in ward 5 to take care of their surroundings and to keep it clean at all times.

Lending a hand in the kitchen are Overstrand firefighters (from left to right) Ebriam Isaacs, Brendan Hunter, Kyle Alberts and Owen Stewart.

SARS
South African Revenue Service

Date: 09 October 2017
Venue: Hawston Thusong Centre
Time: 09h00 - 15h00

Date: 10 October 2017
Venue: Kleinmond Youth Centre
Time: 09h00 - 15h00

Date: 07 November 2017
Venue: Gansbaai Communal Sportgrounds
Time: 09h00 - 15h00

Date: 08 November 2017
Venue: Mount Pleasant Moffat Hall
Time: 09h00 - 15h00

"BABOON CONTROL"

The Municipality has been aware of and concerned about the baboon problem in the Overstrand area for many years. As a result, in 2013, it obtained a Senior Counsel's opinion as to what powers it had to take action, and to assist its residents with baboon control.

The opinion categorically states that the Municipality has no powers to undertake baboon control. The Municipality is an organisation of statute/legislation. In other words, it can only act on and expend funds on functions which are assigned to it by the Constitution and legislation. This opinion was confirmed by Senior Counsel last year, after queries were raised about a judgment handed down in a matter brought by the City of Cape Town. The facts of the matter were different, and the case was wrongly decided. A municipality does not have the duty or power to control baboons.

Baboon Control is a function assigned to the Provincial and National spheres of government by the Constitution. Following this, the Nature Conservation Ordinance 19 of 1974 confers this power on the Western Cape Nature Conservation Board ("CapeNature"). CapeNature, therefore, has the power and duty, as conferred on them by the Nature Conservation Ordinance, to identify those baboons known as causing damage, to be hunted.

The Municipality has appealed to CapeNature to take action, to protect its residents from the baboons who have caused damage to property and demanded that they fulfil their duties and control the baboons.

LEADING EXPERT SHARES HER INSIGHTS ON MARINE PLASTIC POLLUTION

Dr. Jenna Jambeck, an associate professor at the University of Georgia and expert in ocean plastic pollution, shared her insights with a packed audience at the Civic Auditorium in Hermanus on Monday evening, 17 July 2017, by delivering a talk titled "Impacts of Marine Waste".

In South Africa to speak at the African Marine Waste Network Conference, organised by the Sustainable Seas Trust (SST) that was held in Port Elizabeth last week, the presentation formed the second of a series done by Dr. Jambeck during her US State Department-sponsored visit to the country.

The address focused on the impact of the enormous amount of plastic waste entering the world's oceans on a daily basis. A key point included the fact that plastics being non biodegradable, break down into 'microplastics' that either float or sink to the seabed; the latter creating huge 'plastic patches' in the ocean.

Ingested by marine animals, microplastics are becoming an insidious part of the marine food-chain.

Whilst paying compliment to the Overstrand for its recycling bins and the cleanliness of the beaches she visited earlier in the day, Dr. Jambeck nevertheless cited local research that is finding microplastics in the stomachs of marine animals in the area.

The talk was opened by Dr. Tony Ribbink of the SST with a short presentation and introduction to the newly formed African Marine Waste Network. Dr. Ribbink also heads up South Africa's Hope Spots - of which the Cape Whale Coast, that stretches from Rooi Els to Quin Point, is one.

Also on the programme were Overstrand's Manager of Solid Waste, Johan van Taak and Senior Environmental Manager, Liezl Bezuidenhout, who afforded further insight on the dangers and negative impact of plastic bags on the environment and the ocean in the delivery of their respective presentations, named "Re-Think the Bag" and "Cape Whale Coast - The Hot Spot".

Dr Jenna Jambeck, an associate professor at the University of Georgia and expert in ocean plastic pollution, delivered a passionate address on the "Impacts of Marine Waste" to an attentive audience at Civic Auditorium in Hermanus on Monday evening, 17 July 2017.

While emphasis was placed on the relative marine health the country's Hope Spots indicate, and the motivation that it has provided for the formation of the African Marine Waste Network, the overall message of the evening was clear: The alarming increase of plastic entering into our oceans is a global problem that needs a global solution.'

On a local level, we can make a difference through our consumer choices and by putting pressure on businesses and retailers to dispense with single-use plastics (such as plastic shopping bags and straws).

With the view of getting involved on a global level, Dr Jambeck introduced attendees to the 'Marine Debris Tracker' App which she helped co-develop. Thus far the App has been used to document the location of over a million marine debris items throughout the world and forms part of developing an in-depth understanding of how trash travels to and around, the world's oceans. To learn about the App and how to contribute to the exercise, click on https://play.google.com/store/apps then type in 'Marine Debris Tracker'.

Shirley Mgoboza, a Whale Coast Conservation (WCC) Youth Environmental Programme Coordinator, seen manning a stand at the Marine Waste Pollution event on Monday evening, 17 July.

Whale Coast Conservation (WCC) displays a dish of plastic sushi to demonstrate how microplastics ingested by marine animals could find its way further up the food chain and eventually end up on our plates.

60th Anniversary of Fernkloof Nature Reserve to be celebrated in September

The Fernkloof Nature Reserve will celebrate its 60th anniversary during the Hermanus Flower Festival from 22 to 25 September 2017.

This will be a special event with a book being launched to showcase Fernkloof and what it has to offer. This handy A5 soft cover book in glossy colour offers lots of information and almost 400 photographs of the local fauna and flora. It also acts as an informative hiking trail guide to lead nature lovers along a 60 kilometre network of paths to waterfalls and breathtaking views high up on the Kleinriver Mountains overlooking Hermanus, a popular tourist town in the Western Cape. The reserve is 1,800 hectares in area, ranging from sea level to 842 metres and harbours more than 1 250 species of indigenous fynbos species.

The Fernkloof Nature Reserve forms part of the Cape Floristic Region near the southern tip of South Africa. Although it is the smallest of the six recognised floral kingdoms of the world, it boasts the highest concentration of indigenous plants per square metre and extraordinarily high fynbos diversity.

The economical worth of the CFR, based on harvests of fynbos products (e.g. wildflowers) and eco-tourism, is estimated to be in the region of R77 million a year. Thus, the Cape Floristic Region has both economic and intrinsic biological value as a biodiversity hotspot, and as a major tourist attraction.

Visitors are welcome to attend the diverse programme during the celebrations: including Citizen Science Walks to explore and find rare endangered species of fauna in the area, like the Drewes' Moss Frog and Cape Dwarf Chameleon. Other creatures found, albeit in smaller numbers, are the Grey Rhebok, Cape Grysbok, Klipspringer, Baboon, Mongoose and Dassie. More than 100 bird species have also been recorded, namely the Black Eagle and Jackal Buzzard, Cape Sugar Bird, Sunbirds, Rock Thrush and Rock Jumper.

Family fun activities are being planned over the four days to entertain all ages. Enjoy the gorgeous floral displays, environmental exhibits and labelled specimens of up to 400 fynbos species indigenous to the area. Enticing products will be for sale in the marquee, all with a botanical or nature theme, including books, cards and needlework. Other products such as gardening pots & stepping stones made by Wheel Chair entrepreneurs will also be available. Moreover, bunches of fresh blooms can be purchased and the nursery will have a wide variety of stunning indigenous plants on offer. Linger longer and enjoy something to eat and drink at the Fynbos Café in the gardens.

Other activities to explore:

Back by popular demand: 10 Mini Demonstration Gardens to give you ideas for your own garden; Land Art Workshops: Design your own Land Art Sculpture from what nature has on hand; Exhibits by Environmental organisations such as Cape Nature and Whale Coast Conservation; The Botanical Society's Stand in the Marquee will offer precious treasures and souvenirs; Slithering Snake Fynbos Demonstration - another popular features; Special schools programmes for children from all communities; Citizen Science Exploration Walks - keep your eyes peeled; Bugz Train through the gardens - for children; Student Art Competition exhibition; Alpacas and their products; Design a Fairy Garden; Raffle with great prizes.

Mark the event off in your diaries to ensure you don't miss what promises to be an experience of note. The custodians of Fernkloof Nature Reserve are the Overstrand Municipality and the Fernkloof Advisory Board. The Hermanus Botanical Society has a mandate to protect the flora and fauna and is passionate about educating people on the need for conservation of the Reserve.

For more information:

Website: www.fernkloof.org.za, see 'Directions and Maps'.
Facebook: www.facebook.com/hermanusbotanicalsociety
E-mail: botsochermanus@telkomsa.net, or altapretoriushermanus@gmail.com.

Munisipaliteit • U Masipala • Municipality
OVERSTRAND
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AUGUST 2017

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MINISTER ENGAGES WITH YOUTH ON TOURISM ISSUES

The National Department of Tourism in conjunction with the Overstrand Municipality, hosted a Youth Tourism Imbizo in Zwelihle on Friday, 23 June 2017. As part of her Youth Month activities, the Minister of Tourism, Tokozile Xasa, used the occasion to engage and interact with the community, as well as tourism students, aspiring young entrepreneurs, women and stakeholders in the industry who were in attendance.

The aim of the event was also to stimulate township tourism and inculcate a culture of domestic tourism in ordinary people. The Minister was welcomed by the Mayoral committee member and portfolio chairperson for Local Economic Development (LED) and Tourism Cllr Elnora Gillion. In her opening remarks she said, "We are honoured to have you in our midst today and appreciate your being here."

The councillor further welcomed the stakeholders, tourism students of Qhayiya, Blue Flag Stewards, Fernkloof Rangers and Zwelihle Primary principal, Ntombizanele Booysen. She also highlighted that communities must look at tourism as another vehichle to create economic opportunities for themselves. Tourism manifests itself in opportunities for economic exchange, where locals can empower themselves and be sustainable. In her keynote address, the Minister stated that: "Tourists are attracted to destinations by experiences and real, authentic offerings. Overstrand has a diverse product range: natural beauty, heritage, culture, etc. which can be packaged for various markets," Minister Xasa explained. She added that "tourism is not complete without people, infrastructure and nature. We are informed that tourism contributes greatly to the GDP of this area and therefore it needs to be encouraged and looked after."

#WeDoTourism. Pictured at the Youth Tourism Imbizo are (from left to right) Cllrs Simphiwe Tebele and Vuyani Macota, Zwelihle Primary school principal Ntombizanele Booysen, Cllr Elnora Gillion, Minister of Tourism Tokozile Xasa, Cllr Andrew Komani, ODM Deputy Mayor Archie Klaas and Cllr Lindile Ntsabo.

Minister of Tourism, Tokozile Xasa (middle), flanked by WESSA Wildlife and Environment Society of South Africa Blue Flag beach stewards and Cape Whale Coast Tourism Manager Frieda Lloyd (far right).

Moreover she stated, "We need a solid base of young, well-qualified people, who are equipped with the necessary skills to advance into management positions, and to be better prepared to be business owners and entrepreneurs of the future.

I urge you to engage with the municipality and my department, to see how your talent can be harnessed and help you yield much more desirable outcomes for yourselves and your families," commented Minister Xasa.

The Zwelihle community appealed to the Minister and ward councillors present to provide guidance on the accessibility of information and resources to grow their small businesses. The Minister encouraged the youth to recognise their value and power and invest in their own education. "Take pride in what you have. People want to experience your lifestyle; they want to see your house. There is a market. There is an opportunity to make money. Tourists want to buy something to take home."

"I urge you to take advantage of opportunities provided by the government to build your skills, access training opportunities and seek internship and employment opportunities, when they arise. As today's youth, you have the power of choice. You can choose the direction of your lives for today, but also for tomorrow. Let it be a wise choice - one that will see you improve your own life and advance the wellbeing of your family and community," the Minister said. In conclusion, the Minister encouraged the Overstrand Municipality to identify tourism prospects in the area and then work with national government to develop them to the benefit of all.

Speaking on behalf of Cape Whale Coast, Tourism Manager Frieda Lloyd, encouraged the community to ensure that they develop products that can attract tourists. "If there is a reason for tourists to stop in Zwelihle, they will do so. You just need to enhance what you already have on offer," she said.

As a coastal region, the Overstrand takes special care to focus on the opportunities of the ocean's economy. Besides its reputation as the whale watching capital, the region has many business links that entrepreneurs can explore as career options. The youth should consider developing products that could fill the gaps and look at untapped areas.

Local Economic Development offices

Contact your nearest LED office during normal office hours for regular updates, training sworkshops, as well as other opportunities and programmes.

Hermanus:
Myrtle Street, Chantel on 028 313 8192

Gansbaai:
Municipal Offices, Yonela on 028 313 8333

Kleinmond:
Housing Department, Lukhona on 078 578 4839

Hawston:
Thusong Centre, Eli on 072 899 9289

OVERSTRAND RECEIVES SPORT FACILITY FUNDING FROM MINISTER

Western Cape Minister of Cultural Affairs and Sport, Anroux Marais, has officially handed over a ceremonial cheque to the amount of R1, 171 million to Overstrand Executive Mayor, Ald Rudolph Smith on the 4 July 2017 at a ceremony held at Cape Town.

The Overstrand Municipality entered into a partnership agreement with the Hermanus High School, the Overberg Sport Council and the WP Hockey Federation to develop a Hockey Academy to be used by all interested parties in the area. The allocated funding is earmarked for the completion of the change rooms and clubhouse facilities of the synthetic hockey field development that is already underway.

The Mayors of the Breede Valley and Mossel Bay municipalities have also received cheques from Minister Marais. Breede Valley was afforded R100 000 to fund a feasibility study for the planning of a swimming pool facility in Zwelethemba, whilst Mossel Bay was apportioned R200 000 for a new netball facility. The allocated funding will assist the respective municipalities in ensuring sport development and access to quality sport facilities in all communities in the Western Cape.

Pictured at the handover ceremony are Western Cape Minister of Cultural Affairs and Sport, Anroux Marais (centre) with Overstrand Mayor Rudolph Smith and Mayoral Committee Member for Community Services, Cllr Andrew Komani (right).

NO EASY ANSWERS TO SOLVING DRUG PROBLEMS

DRUG AWARENESS PROGRAMME HELD IN HAWSTON - Our Youth is at Risk

The United Nation's annual International Drug Awareness Day on 26 June, is a call to action for all countries to raise awareness about the global drug problem. The theme for this year's campaign is Listen First. Listening to children and youth is the first step to helping them grow healthy and safe - thus avoiding risky behaviours.

Cllr Arnie Africa, Overstrand Municipality's Mayoral Committee Member for Protection Services, collaborated with Ann Wright, the Sustainable Futures Trust Manager (SFT), to host a Substance Abuse Awareness morning for the residents of Hawston on Monday, 27 June. Numerous speakers highlighted the link between drugs and crime, health issues and dysfunctional families.

Focusing on the youth, the presenters all stressed that peer pressure, escaping pain, trauma, poverty and boredom, led children as young as nine years of age to drug and substance abuse.

Prevention and treatment are the keys to producing positive results, and it is up to each family and the community to be more aware of what their children do and say.

Dagga is widely used in Hermanus and is a gateway drug which has many short-term effects as well as long-term dangers, such as learning difficulties, paranoia, hallucinations, liver damage and abnormal weight changes.

Tik (Methamphetamine) is dangerous and addictive and causes irreversible harm to the body.

Although glue sniffing has previously been associated with younger children, it is now mostly being used by teenagers and young adults. Inhalant usage can result in brain damage within six months.

Alcohol abuse takes its toll on the working of the brain and the many organs in the body. Alcoholism is now the Overstrand's third major health hazard.

Marlinda Wright and Xavier Clarke from the Clive Prins Youth Treatment Programme, gave parents advice on what to be aware of and what families can do to form strong relationships with their children.

Cllr Elnora Gillion, Edmund Arendse of People Against Substance Abuse in Kleinmond and Marilyn van Rensburg of Hawston Health & Welfare, spoke on the importance of family care and faith to a child struggling with addiction issues. Captain Fadila September (SAPS) spoke about her experiences in the communities and reminded the audience that the police are there to help. André Olivier, legal advisor of the Overstrand Municipality, discussed the new laws on personal dagga use for adults.

Pictured at the drug awareness talk are Marlinda Wright (back left), Xavier Clarke, Nonopha Gama (front left) and Ann Wright.

Ann Wright expressed her gratitude to Cllr Africa and the Municipality, who agreed to partner with the SFT in the campaign to champion the wellbeing of the children of Hermanus who deserve a safe, happy environment in which to flourish and become productive citizens.

SNIFFING OF INHALANTS

There has been an increase in the abuse of inhalants by young children in Hermanus. Parents and teachers have to be vigilant as this is becoming an alarming trend. "Inhalant abuse is really bad amongst primary kids and we're noticing it entering high schools as well," said Ann Wright, manager of the Sustainable Futures Trust. "Parents are living in ignorance. **BE ALERT**. Inhalant abuse is happening at all schools. "Familiarise yourself with the tell-tale signs that your child is engaging in narcotics. Listen to your instincts; better safe than sorry," she added.

Warning signs:

- *Plastic or paper bags emitting strong smells;*
- *The disappearance of household products;*
- *Stains on sleeves, handkerchiefs or ties;*
- *A strong smell on the person's breath;*
- *Cold symptoms that do not disappear (runny nose, watery eyes).*

There are well over a thousand items that can be targets of inhalant abuse. In most cases, people who abuse inhalants find the substances in the garage or underneath the kitchen sink. They're cheap and easy to find, so there are few impediments to experimentation.

Inhalants include chemicals found in products such as aerosol sprays, cleaning fluids, glue, paint, paint thinner, nail polish remover, amyl nitrite1 and lighter fuel. They are sniffed or "huffed" to feel intoxicated or 'high'. They can be sprayed into a plastic bag, poured into a bottle or soaked onto a cloth or sleeve before being inhaled. These volatile substances have psychoactive (mind-altering) properties when inhaled. They are especially abused by young children and adolescents, and are the only class of substance abused more by younger than older teens. New users aged 9 - 14 most commonly abuse glue, shoe polish, spray paints, petrol and lighter fluid. New users aged 15 - 17 most commonly abuse a class of inhalants known as nitrites - as amyl nitrites, methamphetamine (TIK) or "poppers".

There is no safe level of any drug use. Effects can vary depending on the batch or mixture and because these inhalants are not seen as drugs, abuse is often already at a later stage when the problem is identified. This type of drug is easily available and inexpensive, but the effects are just as dangerous and even more lethal than other drugs.

BEN SCHOEMAN TO PERFORM IN THE OVERSTRAND

On Sunday afternoon, 20 August, South Africa's well-loved and internationally renowned pianist, **BEN SCHOEMAN**, will be the guest artist of OVERSTRAND ARTS/KUNSTE (OAK).

He was awarded the Huberte Rupert Prize from the SA Academy of Arts and Sciences in 2016, for his contribution to music in his native country. Schoeman will perform works of Bach, Schumann, Kodály, Tchaikovsky and Rachmaninoff.

The concert will take place in the Civic Auditorium in Hermanus and will commence at 15:30. To book your seats, contact the TOURISM OFFICE on 028 312 2629. Tickets are R140 each and R60 for students. For further details, contact René du Plooy on 082 940 4238 or 028 312 1895.

OAK

PLASTIC FREE JULY AND *MORE.....*

By the time you read this, Plastic Free July will be almost over, but that's not reason enough to quit your challenge for this year. Perhaps you didn't realise that Plastic Free July was a worldwide programme, to encourage people to have a serious look at how they could cut down on the amount of single-use plastic in their lives?

If indeed you challenged yourself to give up one of the big 4 - plastic bottles, plastic shopping bags, plastic straws or plastic coffee cups - good for you. However, as the month draws to an end, why not add to your victory and make the choice to refrain from buying another single-use product? Did you know that 50% of all the plastic manufactured worldwide is single-use plastic? It's used once for a few minutes and then ends up in the landfill or ocean for hundreds of years. How ridiculous is that? Our recycling recovery rates vary between 7% and 14%, so cutting out these single-use items from your life, is seriously the best way to go.

If you have already cut these big 4 items from your life, there are certainly many other ways that you could incorporate to further reduce the use of objects like these. What about kitchen storage containers? Avoid buying any plastic ones, as harmful chemicals leak into and could contaminate the food inside. Slowly but steadily replace these with glass or stainless steel containers in your kitchen. If for instance, you have a choice of peanut butter in a glass or plastic jar in the supermarket, always choose the glass option. Glass is inert and can be recycled endlessly, whereas plastic can't.

Another idea would be to use bars of soap instead of liquid soap in plastic containers. You could even save money by buying liquid soap in bulk and refilling small glass containers to reduce the amount of plastic used. Check your bathroom cupboard for products that are not essential or could be replaced with a more environmentally friendly alternative. Choose items that are made from bamboo, glass, cotton and hemp over plastic or synthetic fibres. For more information please contact Fiona Matthes on the Facebook link @rethinkthebaghermanus or via e-mail, Fiona.econatural@gmail.com.

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

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Gansbaai	028 384 8300	028 384 0241
Klenmond	028 271 8400	028 271 4100
Stanford	028 341 8500	028 341 0445

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

JULY 2017

Bulletin

Official newsletter of the Overstrand Municipality

MAYOR SMITH'S **FIRST BUDGET RECEIVES UNANIMOUS VOTE**

For the first time in many years, the 2017/2018 budget of the municipal, was unanimously approved by Council, on the 31 May 2017. Present during this meeting were all Councillors, members of public and officials.

The new municipal budget and five-year Integrated Development Plan (IDP) will be implemented from 1 July 2017 to 30 June 2018. Residents can peruse copies of the final IDP and budget documents at the offices of all Area Managers, all public libraries within the municipal area and on the municipality's website **(www.overstrand.gov.za - click on strategic documents, then on budget or IDP).**

In his budget report, Executive Mayor Rudolph Smith highlighted that the budget for 2017/18 amounted to R1,135 billion, of which R97,6 million would be utilised for capital expenditure and R1,038 billion for operational purposes.

Funding sources for capital projects will be generated from grant funding to the amount of R47,8 million and own finance to the amount of R49,8 million, of which R30 million will be external loan funding.

Addressing the meeting, the Executive Mayor said:

"The five-year IDP and accompanying budget report will be used to act as a roadmap to navigate our infrastructure development services according to the priorities identified through the process of public participation.

I am proud to report that our municipality will continue as a strong community-focussed and service delivery-orientated organisation.

In light hereof, 50% of our revenue budget has been allocated to basic services. No less than 19% has been allocated to economic development and social upliftment; 10% to the maintenance of a safe and healthy environment and 21% will be spent on the promotion of good, clean and transparent governance.

In addition to the above operational expenditure, 65% of our capital budget has been allocated to indigent grants.

This is a clear indication of the value we place on the people we serve, and who make up our communities.

We want the Overstrand to continue to be a sought-after place for people to live and work in, and we want to guarantee all who live here a good standard of living.

We will, however, need the community's continued support and interaction to ensure that the strategic objectives stated in these documents move us forward.

The IDP and Budget is therefore not static documents with steadfast goals, but rather living documents that upholds the collective values and principles our municipality has adopted.

Through these documents we aim to show that we care, we serve and we belong and we encourage our community at large to not only keep us to these values, but also to help us give life to our vision.

I want to close by thanking the public for their participation in the process and guaranteeing that our strategic objectives help improve our communities where it is most required.

I would also like to extend a word of gratitude to the Overstrand Administration for compiling these comprehensive documents and seeing that it is implemented in a cost-effective manner, with the necessary attention and commitment.

Lastly, I want to thank my fellow councillors for the unity displayed through this process and ensuring that these documents align with the needs of all our communities."

OVERSTRAND'S R1,135 BILLION BUDGET APPROVED FOR 2017/18 FINANCIAL YEAR

The full Council of Overstrand Municipality has unanimously approved its Integrated Development Plan and R1,135 billion budget for the 2017/18 financial year.

The total 2017/18 budget is comprised of a capital budget of R97,6 million and an operational budget of R1,038 billion.

With the exception of property rates, which will increase by 7,4%, other service tariffs will on average increase by 6%. Electricity consumption rates will increase by a maximum of 1,88%.

The charge for the first 6 kl of water increases by 11,5% or 46 cents per 1 000 litres. Indigent households will continue to receive 6 kl of free water per month.

OPERATING REVENUE BUDGET

The total operating revenue amounts to R993,2 million, with a budget deficit of R44,6 million.

The deficit is mainly due to non-cash items such as depreciation, provision for post-retirement benefits and debt impairment for traffic fines amounting to R160 802 798, of which a major portion for depreciation relates to unbundled assets with the implementation of GRAP. "This means that, despite the deficit, our budget is fully cash-backed, as confirmed by Provincial Treasury in their assessment of the new budget," Executive Mayor Smith said.

Funding for the 2017/18 operating budget will be obtained from various sources. These include service charges such as electricity, water, sanitation and refuse collection. Other major funding sources include property rates as well as grants and subsidies received from the national and provincial governments.

CAPITAL BUDGET

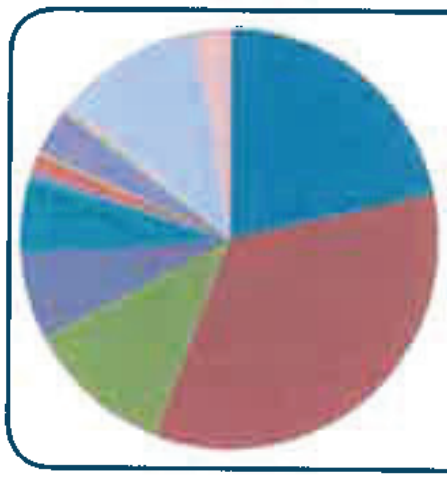
The capital budget for 2017/18 totals R97,6 million, which is 13% more than the 2016/17 adjustments budget.

This now includes an amount of R1 632 000 that was identified as roll-over projects from 2016/17, as well as a reduction in the housing allocation that was brought forward to the 2016/17 financial year and reprioritisation of the 2017/18 allocation.

A total of R7,8 million of the capital budget will be used to purchase new vehicles from own funds.

EXPENDITURE BY TYPE

1. Salaries & Wages	333 225 000
2. Councillors Remuneration	10 053 000
3. Debt impairment	22 792 000
4. Depreciation asset impairment	130 287 000
5. Finance charges	47 440 000
6. Bulk purchases	211 447 000
TOTAL	**1 037 801 000**



SOURCES OF REVENUE

1. Property rates	212 784 000
2. Electricity	339 249 000
3. Water	114 494 000
4. Sanitation	67 869 000
5. Refuse	55 388 000
6. Service charges	647 000
TOTAL	**993 217 000**

MUNICIPAL ACCOUNTS: WHAT 2017/18'S MONTHLY MUNICIPAL ACCOUNTS WILL LOOK LIKE

MONTHLY BASKET OF TARIFFS - SINGLE RESIDENTIAL - 2017/18

High consumption with prepaid electricity meter Valuation: R3 500 000	Year 2016/17	Year 2017/18	Amount	% Increase
Rates	1 090,20	1 170,87	80,67	7,40
Sewerage* Tariff Code: **SE7A1+SE8A**	505,95	536,30	30,35	6,00
Infrastructure basic charge: water, electricity & sewerage	41,70	41,70	0,00	0,00
Refuse **Once per week**	146,26	155,04	8,78	6,00
Water **50 kℓ**	961,68	1 020,70	59,03	6,14
VAT	231,78	245,52	13,74	5,93
SUBTOTAL	**2 977,57**	**3 170,15**	**192,58**	**6,47**
Electricity: Prepaid meter 1500kWh	2 609,75	2 659,14	49,40	1,89
VAT	365,36	372,28	6,92	1,89
TOTAL	**5 952,68**	**6 201,57**	**248,89**	**4,18**
HPP if applicable	*109,02*	*117,09*	*8,07*	*7,40*

MONTHLY BASKET OF TARIFFS - SINGLE RESIDENTIAL - 2017/18

Sub-economic consumption (Indigent) Valuation: R100 000	Year 2016/17	Year 2017/18	Amount	% Increase
Rates	15,80	16,97	1,17	7,40
Sewerage* Tariff Code: **SE7A1**	32,28	34,22	1,94	6,00
Infrastructure basic charge: water, electricity & sewerage	41,70	41,70	0,00	0,00
Refuse **Once per week**	0,00	0,00	0,00	0,00
Water **10 kℓ**	38,64	40,96	2,32	6,00
VAT	15,77	16,36	0,60	3,78
SUBTOTAL	**144,19**	**150,21**	**6,02**	**4,18**
Electricity. Prepaid meter 350kWh	351,58	351,05	-0,53	-0,15
VAT	49,22	49,15	-0,07	-0,15
TOTAL	**544,99**	**550,41**	**5,42**	**0,99**
HPP if applicable				

MONTHLY BASKET OF TARIFFS - SINGLE RESIDENTIAL - 2017/18

Medium consumption with prepaid electricity meter Valuation: R25 000 00	Year 2016/17	Year 2017/18	Amount	% Increase
Rates	774,20	831,49	57,29	7,40
Sewerage* Tariff Code: **SE7A1+SE8A**	304,18	322,42	18,25	6,00
Infrastructure basic charge: water, electricity & sewerage	41,70	41,70	0,00	0,00
Refuse **Once per week**	146,26	155,04	8,78	6,00
Water **25 kℓ**	364,75	387,97	23,22	6,37
VAT	119,96	127,00	7,04	5,86
SUBTOTAL	**1 751,05**	**1 865,63**	**114,58**	**6,54**
Electricity: Prepaid meter 800kWh	1 336,38	1 361,83	25,46	1,91
VAT	187,09	190,66	3,56	1,91
TOTAL	**3 274,52**	**3 418,12**	**143,60**	**4,39**
HPP if applicable	*77,42*	*82,15*	*5,73*	*7,40*

MONTHLY BASKET OF TARIFFS - BUSINESS - 2017/18

Business - Medium (Three-phase) Valuation: R3 200 000	Year 2016/17	Year 2017/18	Amount	% Increase
Rates	1 914,67	2 056,35	141,69	7,40
Sewerage* Tariff Code: **SE7D1+SE8A 1**	517,48	548,52	31,04	6,00
Infrastructure basic charge: water, electricity & sewerage	41,70	41,70	0,00	0,00
Refuse **Once per week 3**	438,78	465,12	26,34	6,00
Water **40 kℓ**	736,64	780,83	44,19	6,00
VAT	242,84	257,06	14,22	5,86
SUBTOTAL	**3 892,11**	**4 149,59**	**257,48**	**6,62**
Electricity. Credit meter 7000kWh	11 015,86	11 818,50	802,64	7,29
VAT	1 542,22	1 654,59	112,37	7,29
TOTAL	**16 450,19**	**17 622,68**	**1 172,49**	**7,13**
HPP if applicable	*191,17*	*205,64*	*14,17*	*7,40*

MONTHLY BASKET OF TARIFFS - SINGLE RESIDENTIAL - 2017/18

Low consumption with prepaid electricity meter Valuation: R1 000 000	Year 2016/17	Year 2017/18	Amount	% Increase
Rates	300,20	322,41	22,21	7,40
Sewerage* Tariff Code: **SE7A1+SE8A**	223,47	236,87	13,40	6,00
Infrastructure basic charge: water, electricity & sewerage	41,70	41,70	0,00	0,00
Refuse **Once per week**	146,26	155,04	8,78	6,00
Water **15 kℓ**	226,08	240,98	14,90	6,59
VAT	89,25	94,44	5,19	5,82
TOTAL	**1 026,96**	**1 091,45**	**64,50**	**6,28**
Electricity. Prepaid meter 600kWh	972,56	991,18	18,62	1,91
VAT	136,16	138,76	2,61	1,91
TOTAL	**2 135,67**	**2 221,39**	**85,72**	**4,01**
HPP if applicable	*30,02*	*32,24*	*2,22*	*7,40*

HPP - Hermanus Public Protection

MONTHLY BASKET OF TARIFFS - VACANT ERVEN - 2017/18

Valuation Average Valuation: R250,000	Year 2016/17	Year 2017/18	Amount	% increase
Rates	135,21	145,21	10,01	7,40
Sewer can connect Availability	123,20	108,54	-14,66	-11,90
Refuse Availability	73,12	77,51	4,39	6,00
Electricity Availability	254,78	267,52	12,74	5,00
Water Availability	114,93	121,83	6,90	6,00
Infrastructure basic charge: water, electricity & sewerage	41,70	41,70	0,00	0,00
VAT	85,08	86,39	1,31	1,54
TOTAL	**828,02**	**848,71**	**20,69**	**2,50**
HPP if applicable	*13,52*	*14,52*	*1,00*	*7,40*

DRINKING WATER AND WASTE WATER EFFLUENT QUALITY RESULTS

OCTOBER 2016 - MARCH 2017 DESCRIPTION OF TEST	UNIT	DWS GENERAL AUTHORISATION STANDARDS (Applicable to all WWTW's except Hermanus)	AVERAGE TEST RESULTS FOR WASTEWATER EFFLUENT QUALITY AT: GANSBAAI	HAWSTON	STANFORD	KLEINMOND	HERMANUS	Hermanus Permit Authorisation Standards
pH	(pH)	5.5-9.5	7,2	8,2	7,4	7,5	7,4	5.5-9.5
Electrical conductivity	(mS/m)	150	119,1	154,7	126,3	94,2	212,0	5000
Faecal coliform bacteria	(count/100mℓ)	1000	403	23,0	561,2	317,7	156,8	1000
Chemical oxygen demand	(mg/ℓ)	75 Max	43,6	76,9	66,2	51	50,1	75 Max
Ammonia nitrogen	(mg/ℓ as N)	6 Max	0,4	25	1,3	10,9	3,6	7 Max
Nitrate nitrogen	(mg/ℓ as N)	15 Max	9,7	0,9	9,5	2,6	2,3	17 Max
Nitrite nitrogen	(mg/ℓ as N)		0,2	0,2	0,2	0,4	0,4	
Total suspended solids	(mg/ℓ)	25 Max	8	17,5	16	9,5	5,8	25 Max
Ortho-phosphate	(mg/ℓ as P)	10 Max	5,1	5,2	5,9	4,6	3,5	10 Max

OCTOBER 2016 - MARCH 2017 DESCRIPTION OF TEST	UNIT	STANDARD AS PER SANS 0241	AVERAGE TEST RESULTS FOR DRINKING WATER QUALITY: Buffelsrivier (Kleinmond & Betty's Bay)	Klipgat	Hermanus	Stanford	Gansbaai	De Kelders	Hawston	Buffelsrivier (Kleinmond & Betty's Bay)	Klipgat (Hermanus)
pH	(pH) units	≥ 5 to ≤ 9,7	7,3	7,8	7,5	7,4	7,1	7,7	7,5	8,5	7,7
Electrical conductivity	mS/m	≤ 170	28,2	28,9	37,5	81,4	73,0	42,4	51,9	55,3	157,8
Turbidity	NTU	≤ 1	0,4	0,4	0,5	0,5	0,5	0,4	0,4	0,6	0,3
Colour	mg/ℓ as Pt-Co	≤ 15	4,5	4,5	5,0	4,0	5,0	4,3	8,3	4,5	3,4
Iron	µg/ℓ as Fe	≤ 300	24,0	43,7	73,8	-	34,2	-	30,3	48,3	80,3
Manganese	µg/ℓ as Mn	≤ 100	-	-	19,0	-	-	-	-	44,7	-
Aluminium	µg/ℓ as Al	≤ 300	98,8	63,0	191,5	-	105,7	-	23,3	-	-
E.coli	Count/100mℓ	0	0	0	0	0	0	0	0	0	0

The Department of Water & Sanitation (DWS) recommends that municipalities periodically publish information on the quality of drinking water supplied to consumers, as well as final waste water effluent quality results. Water quality is measured against Code 0241 as set by the South African National Standards (SANS) for drinking water and waste water effluent quality is measured against standards as set by DWS, which are classified as either General Standards, or Special Standards.

The average scores attained by Overstrand Municipality's nine water treatment plants and five waste water treatment plants from October 2016 to March 2017 can be seen in the quality tables. Drinking water and waste water effluent samples are collected monthly by an accredited laboratory where different bacteriological, chemical and physical parameters are measured.

Overstrand Municipality's water quality is of an outstanding quality, with 100% of the average results complying with Code 0241 as set by the South African National Standards (SANS) for drinking water and the final waste water effluent quality complies with 91% of the average results measured against either General Standards, or Special Standards.

When the drinking water quality or final effluent quality does not comply to the specific standard, corrections are made at the water or sewerage treatment works, or in the reticulation network if applicable. The drinking water quality or final effluent quality is then retested against the specific standard.

2017/18 CAPITAL PROJECTS IN DIFFERENT WARDS

Overstrand	R 18 375 000,00
Information and Communication Technology	R 1 620 000,00
Firefighting	R 800 000,00
Vehicles	R 9 055 000,00
Regional Cemetery	R 200 000,00
Electricity: Transformers	R 1 000 000,00
Water Facilities (Contingency)	R 200 000,00
Upgrade of Pumpstations	R 5 000 000,00
Sewerage Facilities (Contingency)	R 500 000,00

Ward 01 - De Kelders / Blomp / Gb, Masakhane, Fkraal	R3 140 000,00
Upgrade Stormwater drainage	R 2 900 000,00
Stormwater - To prevent flooding of residential properties	R 80 000,00
Refuse - drop-off facilities for domestic refuse	R 80 000,00

Ward 02 - Gansbaai, Blompark, Beverly Hill, Kleinbaai	R 8 080 720,00
Upgrade of Municipal yard	R 60 000,00
Expansion of existing cementery	R 60 000,00
Early childhood Development Structures	R 100 000,00
Beverly Hills Project (housing)	R 4 060 720,00
Gansbaai: CCTV, SCADA, MINISUB and MV/LV Upgrade	R 3 000 000,00
Replace Franskraal WTW GENSET	R 700 000,00
Grey Water Reticulation - School Site (Pump Pipeline and Control Equipment)	R 80 000,00
Refuse Drop-off Facilities - Kleinbaai	R 20 000,00
Contribution to Communal Domestic Refuse Drop-off	

Ward 03 - Hermanus and a portion of Westcliff	R 7 821 000,00
Hermanus Sports Complex	R 1 171 000,00
Hermanus: MV & LV Upgrade/ Replacement (electricity)	R 2 000 000,00
Hermanus: MV & LV Upgrade/ Replacement (electricity)	R 4 650 000,00

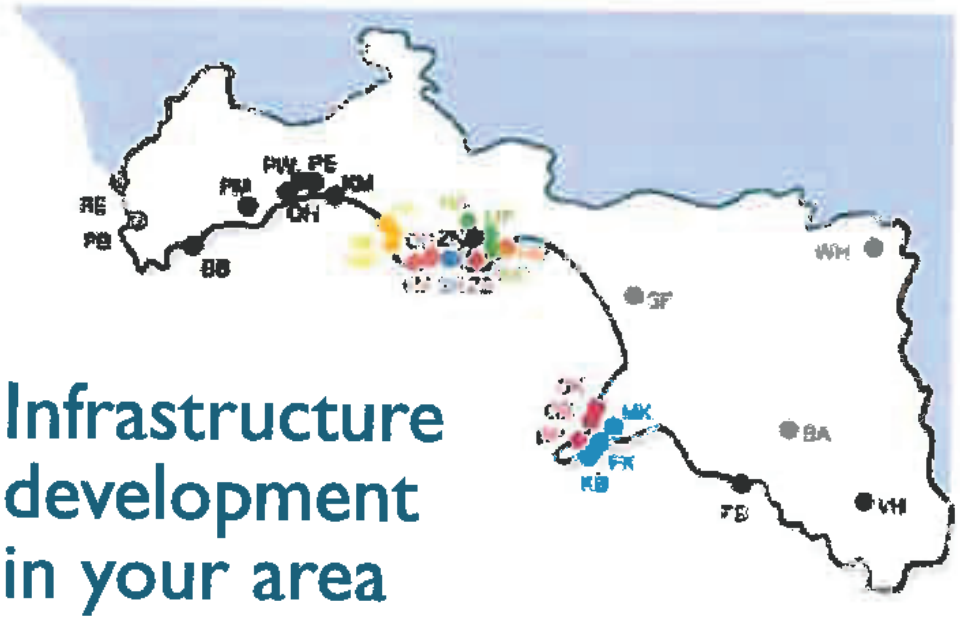
Ward 04 - Hemel & Aarde Valley, a portion of Westcliff, Mt Pleasant	R 5 750 000,00
Municipal Farm: Alternationsand additions	R 1 500 000,00
Speed Calming Measures	R 50 000,00
Pathways throught the commonage in West Cliff	R 150 000,00
Paving (in front of the superette)	R 50 000,00
Electrification of low-cost housing areas (INEP)	R 4 000 000,00

Ward 05 - Zwelihle	R 288 000,00
Upgrade of Ward 5 Play Park	R 48 000,00
Speed humps at Alfred NZO Street	R 20 000,00
Sidewalk and speed humps at Ntlanzi Street	R 220 000,00

Ward 06 - Zwelihle	R 3 903 168,00
Sitting pavilion for coach and reserve players	R 100 000,00
Zwelihle Project - Transit Camp (166)	R 676 358,00
Mandela Square / Mshenxiswa Village (Garden Site)	R 3 076 810,00
Sidewalk and speed humps At Mahela, Ponoane, Nxumalo and Salukazana Streets	R 50 000,00

Ward 07 - Sandbaai	R 400 000,00
Wall / Fence along East End Street	R 400 000,00

Ward 08 - Hawston and Fisherhaven	R 26 753 763,00
Extension of Thusong Centre	R 1 495 000,00
Hawston Library Upgrade	R 886 164,00
Hawston Sports Complex	R 300 000,00
Hawston Project - IRDP (housing)	R 9 372 599,00
Hawston - Sidewalk Upgrade (NEW)	R 100 000,00
Hawston Housing Project Access & Main Collector roads	R 4 000 000,00
Fisherhaven - Street Lights	R 50 000,00
Hawston: MV & LV Upgrade/Replacement	R 2 000 000,00
Hawston: Bulk Water Upgrade for housing project	R 4 500 000,00
Fisherhaven - Stormwater	R 150 000,00
Hawston Housing Project Bulk Stormwater	R 3 900 000,00



Infrastructure development in your area

The accompanying table provides a broad overview of capital projects for 2017/18.

Please note that the infrastructure expenditure is not limited to those projects indicated for each ward. In addition to the projects listed under Overstrand, there are also integrated projects that will be shared between wards.

Ward 09 - Kleinmond, Mountain View, Palmiet	R 5 895 826,00
Kleinmond Library Upgrade	R 245 826,00
Play Park Equipment (Outdoor Equipment for Main Beach)	R 70 000,00
Minor Assets: Community Park (incl. Nurseries, Brushcutters)	R 40 000,00
Formalising of Parking area Cnr of 4th Street - and 15th Avenue(new kerbs)	R 30 000,00
Extension of Heuningkloof Footpath	R 100 000,00
Speedbumps - Locations To be identified (First Area 11th Street, Proteadorp)	R 60 000,00
Kleinmond: MV & LV Network Upgrade (electricity)	R 2 000 000,00
Rehabilitate Main Bulk Sewer to WWTW PH1	R 3 000 000,00
Additional Aerator at Kleinmond WWTW (Waste Water Treatment Works)	R 350 000,00

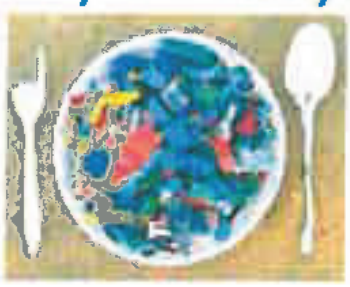
Ward 10 - Overhills, Proteadorp, Mooiuitsig, Pringle Bay, Betty's Bay, Rooiels	R 4 140 000,00
Upgrade of Overhills Community Hall	R 200 000,00
Minor Assets: Community Park (incl. Nurseries, Brushcutters)	R 30 000,00
Play Park Equipment (Wooden Jungle Gyms)	R 50 000,00
Construction of Sidewalks (NEW)	R 50 000,00
New Reservoir for Pringle Bay	R 3 810 000,00

Ward 11 - Thembelihle, Eluxolweni, Stanford, B'Bos	R 8 435 000,00
Fire Hydrant / Fire Truck	R 50 000,00
Irrigation - Sports Field (Pump, Pipeline and Control Equipment)	R 80 000,00
River Front and Wandelpad Enhancement	R 50 000,00
WWTW Upgrade - Stanford	R 8 235 000,00
Stormwater (AD HOC)	R 20 000,00

Ward 12 - Zwelihle	R 740 000,00
Installation of Surveillance Camera at Mandela Street	R 223 000,00
Fencing of Bambani and Sophumelele Corridor Play Parks (NEW)	R 77 000,00
Fencing of Basketball Court in Jikeleza Street (NEW)	R 100 000,00
Bulk Sewerage Outfall Line 525 MM Ø OHS13.2	R 340 000,00

Ward 13 - Onrus, Vermont	R 3 400 000,00
Atlantic Drive Walkway (NEW)	R 100 000,00
Cycle Lane in Onrus Main Road (NEW)	R 70 000,00
Paving of Jan Rabie Pool Parking Area	R 90 000,00
Street Lights	R 40 000,00
Upgrade of Kidbrooke Pipeline	R 3 100 000,00

Beyond Recycling - *Towards Zero Waste*



As mentioned in previous articles, recycling is not actually a closed-loop system, i.e. a recycled plastic dish is not made into another plastic dish but is downcycled into a plastic park bench that cannot be recycled. Therefore recycling, which makes people feel good about their efforts, is not really reducing the demand for new plastic by much and this means more oil is used, which is of course a finite resource.

Our ultimate aim should be towards producing as little waste as possible and that means refusing as many single-use plastics and other plastic packaging as one possibly can. That may seem a tall order, and it is, but we are the only life form on earth that produces a mountain of trash and oceans of waste.

How many animal extinctions have to happen or dead zones must occur in the sea before we wake up?

We can't expect supermarkets or cafes to ban single-use coffee cups or plastic shopping bags when there is such a huge demand from customers. These vendors are primarily concerned about keeping customers happy and keeping their bottom line in good shape. So it's up to YOU as a caring customer to reduce the demand for over-packaged products, takeaways in polystyrene, plastic bags, cool drink bottles, etc.

And when people cut down on these items, less will be manufactured. Vote for what you want with your wallet - it's called consumer power!

Buy bulk where you can, choose glass over plastic in a shop, keep a fork in your bag so you don't need a plastic one with your take-away, keep reusable shopping bags handy, don't buy overpackaged goods or things you really don't need. Think how much money you will save!

Set goals for yourself. If you put out a black bag weekly, try doing it monthly, or start a compost heap or a Bokashi bucket. We will look at cutting down on recycling next month. For more information on 'rethink a bag', **please contact Fiona on 082 373 6607** or visit the Facebook page. Rethink single-use plastic.

Signage on traffic poles a 'no-no'

Unfortunately signage on certain street poles, including those at stop streets, as well as A-boards and illegal trailers that are parked along the roads cause an obstruction and can distract motorists while driving. It is therefore a hazard and that is why signage is regulated by a by-law," Mayoral Committee Member for Protection Services, Cllr Arnie Africa, explained.

Furthermore, outdoor advertising and signs should not compromise the functioning and safety of traffic and/or pedestrians. Neither should it affect the character of a town by way of appearance, size or illumination. Illegal signage on fences and dustbins can also have a negative impact on the environment as a whole.

According to Cllr Africa, law enforcement officers are currently in the process of removing many illegal posters hung on traffic lights and stop street poles as part of its by-law enforcement operations.

"Some of the signs have been put up very low, and can be a danger to pedestrians on the sidewalks,"he added. He further confirmed that signage is not allowed on any kind of traffic-related pole.

Overstrand Municipality appeals to the business community to follow the correct procedure to advertise in terms of the by-law relating to outdoor advertising and signage.

Business owners and interested parties can familiarise themselves with the said by-law on the municipality's website - **visit www.overstrand.gov.za, click on By-laws and then on Outdoor Advertising and Signage.**

The application to advertise on advertising boards and/or posters must be approved by the municipality before being displayed. Failure to obtain such approval will lead to the municipality having to remove them immediately.

Are you a farmer? You may qualify for a rebate!

Agricultural properties will be rated at the "FARMS" tariff, subject to the owner/farmer providing the municipality with proof that the property is used for bona fide farming purposes. **Application forms are available on our website www.overstrand.gov.za. Any queries with regard to the above can be directed to Overstrand's Rates and Data Control Office at telephone 028 313 8000, fax 028 312 1894 or via e-mail to enquiries@overstrand.gov.za.** **Only applicable from the 1 July 2017*

Are you a pensioner? You may qualify for a rebate!

Retired and disabled persons qualify for special rebates on property rates, according to their total gross monthly household income. To qualify for the rebate:

- The owner(s) must be a South African citizen(s)
- The applicant(s) must be the registered owner(s)
- The owner(s) must occupy the property as his/her/their primary residence
- The owner(s) must be at least 60 years of age or in receipt of a disability pension from the state
- The gross monthly household income may not exceed eight times the state-funded social pension per month
- The property may not consist of more than one residential unit
- The applicant(s) may not be owner(s) of more than one property

Application forms are available on our website at www.overstrand.gov.za. Any queries with regard to the above can be directed to Overstrand's Rates and Data Control Office at telephone 028 313 8000 or fax 028 312 1894 or via e-mail to enquiries@overstrand.gov.za. **Only applicable from the 1 July 2017*

IDP/Budget linkage 2017/18

The Council of Overstrand Municipality approved the municipality's 5 year Integrated Development Plan (IDP) for the period 2017/18-2021/22. The IDP is the municipal strategy of the Council. The Budget gives effect to the IDP indicating what money will be spent on the strategic objectives. Comments were received on the draft documents during the April 2017 IDP/Budget road shows and were incorporated into the final plans, where appropriate.

The municipal budget for 2017/18 amounts to R1,135 billion, of which R1,037 billion will be spent on operating expenditure (OPEX) and R97,6 million will be spent on capital expenditure (CAPEX).

OPEX covers the day-to-day expenditure of the municipality and 50% of the allocated funds will go towards the provision and maintenance of municipal services. 20% will respectively be spent on the provision of democratic, accountable and ethical governance and on the promotion of tourism, economic and social development. The remaining 0.28% and 10% will respectively be utilised for the encouragement of structured community participation in the matters of the municipality and on the creation and maintenance of a safe and healthy environment.

CAPEX is utilised for infrastructure development (capital projects) and 69% of the R97,6 million capital budget is allocated to the provision and maintenance of municipal services. The remaining 31% will be used for projects relating to the IDP strategic objectives of promoting tourism, economic and social development, the creation and maintenance of a safe and healthy environment, the encouragement of structured community participation in the matters of the municipality and the provision of democratic, accountable and ethical governance.

The needs identified in the IDP are not all funded by the municipality. Grant funding from the national and provincial government, which makes up 14% of the total 2017/18 municipal budget, covers aspects such as housing, education, health, libraries and sport and recreation. Overstrand Municipality will ensure that the utilisation of all funds is strictly monitored and that the needs of our communities are addressed within the constraints of the available budget.

A newly erected 'no dog on beach sign' seen over the weekend at Onrus beach has angered dog walkers who have been using the facility for decades to exercise their pooches. The sign has now been removed.

Dogs must be kept on a leash

While dogs will still be allowed to enjoy the beaches, their movements will be more restricted to comply with the municipality's By-law on Dogs and Cats.

Section 6(2) and (3) of the abovementioned by-law are clear both in context and literal interpretation: "No person may or cause to allow any dog to be in a public space unless it is kept on a leash. Note that public spaces include any beach, road, path, bridge, footpath or garden; and any other place under the control of the municipality".

Dog owners making use of Overstrand's beaches that earned Blue Flag status, i.e. Grotto, Hawston and Kleinmond, must respect the stipulation that no dogs will be allowed on these beaches whilst the Blue Flag is flying.

Pet owners are also requested not to bury dog poop in the sand or throw it out to sea. They are required to clean up after their dogs and to dispose of poop bags in the correct bins.

Any contravention of the by-law can be reported to Law Enforcement on 028 313 8980 or the Overstrand control room on 028 313 8000/8111.

OAK

TWO YOUNG PROFESSORS TO WOW OVERSTRAND AUDIENCE!

On Sunday afternoon, 23 July, OVERSTRAND ARTS/KUNSTE (OAK) will host the Spina and Benignetti Piano Duo in concert. **Eleonora Spina and Michele Benignetti** from Italy have been in partnership since 2013 and are first prize winners of several international piano competitions. Four hands on one piano, the duo will perform works of Mozart, Rachmaninov, Lombardi and Barber. *The concert will take place in the Civic Auditorium in Hermanus and commence at 15h30. Ring the TOURISM OFFICE on 028 312 2629 to book. Tickets are R140 and R60 for students. Ring René du Plooy on 082 940 4238 for further enquiries.*